2024-2025 Undergraduate Calendar

Marketing photo from the 1980s showing AU's delivery methods. Image from Thomas A. Edge Archives and Special Collections.

Welcome to Athabasca University's 2024-2025 Undergraduate Calendar. This online program calendar is

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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 Calendar**.

General information

General information includes important dates, legal information, a calendar glossary of terms, and information about student ID cards.

Admissions, registrations, and evaluation

This section includes the fundamental information for becoming an AU student, enrolling in programs, registering in courses, and evaluation of your prior

Program regulations

Program regulations are specific to certificates, degrees, diplomas, and also includes links to the archives of these programs.

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education.

Examinations and grades

Examinations and grades covers how you are evaluated on your work and covers many details on how examinations are regulated by Athabasca University.

Fees and refunds

Fees and refunds section covers course fees and estimated program fees, financial aid, refunds, and methods of payment accepted by the university.

Undergraduate General Application Form

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When you are ready to enrol in a program, complete and submit the Undergraduate General Application Form to Athabasca University.

Application form

Updated January 24, 2025 by Office of the Registrar (calendar@athabascau.ca)

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General information

Regulations effective Sep. 1, 2024.

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.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 22, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Glossary

On this page

A

Academic misconduct. Intellectual dishonesty includes such offences as plagiarism, cheating, and falsification of records. Refer to **Student Code of Conduct and Right to Appeals Regulations**.

Academic Expert. An academic expert (like a tutor) is an academic who guides students through a course and marks assignments and exams. This staff member is like a professor in a traditional university setting. Not all AU courses have an academic expert assigned. Some have tutors.

Academic Probation. A specified period of time during which a student will have limits on the number of courses for which they can register.

Academic Suspension. A period during which a student will not be allowed to register in credit courses, receive letters of permission or transfer credits, or apply to or graduate from a program of study at AU.

Academic year. The academic year at AU runs from September 1 to August 31.

Active student. A **student** who is able to register in courses and who is in **Good Academic Standing**.

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Admission. As an open university, AU admits students 16 years of age or older. All students must first be admitted to the University before they can enrol in a program or register in courses. Students are admitted after completing a General Application Form and paying the applicable, one-time, non-refundable General Application Fee. See the **Admissions** section for more information.

Advisors. Academic advisors can assist you in areas ranging from clarifying your undergraduate program requirements to helping choose the next course for your program of studies. They also provide information about university regulations and procedures, and assist with the interpretation of your transfer credit evaluation. Contact an **advisor** .

Appeal. Requesting a review of a decision made by an official of AU. Students may appeal decisions on transfer credit, marks, tests, assignments, final grades, questions of process, disciplinary action, etc. All appeals must be made to the person responsible for overseeing the initial decision. Review the **Student Code of Conduct and Right to Appeal Regulations.**

Applied Studies (area of study). There are two groups in the Applied Studies area of study: **Business and Administrative Studies** and **Applied Studies** .

Applied Studies includes courses in **Architectural Design Studio (ADST)** , **Applied Studies (APST)** , **Architecture (ARCH)** , **Communication Studies (CMNS)** , **Criminal Justice (CRJS)** , **Education (EDUC)** , **Educational Psychology (EDPY)** , **Health Studies (HLST)** , **Indigenous Studies (INST)** , and **Nursing (NURS)** .

Applied Studies (Business and Administrative) includes courses in the disciplines of **Accounting (ACCT)** , **Administration (ADMN)** , **Communications (COMM)** , **Computers and Management Information Systems (CMIS)** , **e-Commerce (ECOM)** , **Economics (ECON)** , **Entrepreneurship (ENTP)** , **Finance (FNCE)** , **Governance (GOVN)** , **Health Administration (HADM)** , **Human Resources Management (HRMT)**

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, **Industrial Relations (IDRL)** , **Legal Studies (LGST)** , **Management Science (MGSC)** , **Marketing (MKTG)** , **Organizational Behaviour (ORGB)** , and **Taxation (TAXX)** .

Area of study. AU's division of courses into groups of related subjects. The four areas are:

- **Humanities**
- **Social Science**
- **Science**
- **Applied Studies**

The requirement for **Arts** in some degree regulations refers to Humanities and Social Science area of study. The requirement for **Sciences** includes all science courses. The requirement for **Applied Studies** includes courses in administrative studies, nursing courses and a wide range of professionally-oriented courses. The area designation for each course is shown in each course syllabus. Search for a course by its **Area of Study** .

Arts (area of study). Courses in the **Arts** area of study can be found in the Humanities and Social Science areas of study.

Assessment/Evaluation. The assessment and evaluation of previous post-secondary education for possible transfer credit toward an AU program.

Asynchronous Communication. Communication that does not occur simultaneously. Email, for example, is asynchronous. See **Communication**.

Audio component. Some courses are supplemented by audio components (CDs and/or online audio), some of which are required listening, others are optional. If supplemented, the course syllabus will note this in the delivery mode section. Overseas students are asked to contact the **AU Library** before registering in a course that has an audio component.

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Audit course. A student may register in a course without intending to obtain credit. This course will appear on the student's transcript but will not have a grade associated with it. Audit students are not allowed to write midterms or finals, but the student can choose whether they would like to submit assignments for grading. They receive the same tutorial support as a **Credit course**.

AU approved invigilator. An individual or institution authorized by Examination Services Unit in the Office of the Registrar to supervise an AU course examination. For a list of approved invigilators, see the **Exam Invigilation Network** on the Support Services site.

Awards/scholarships. Whether you receive top grades; balance academic with family, career, and community roles; or have financial shortcomings, Athabasca University has a Student Awards Program that can potentially benefit you. Refer to Student Awards on the Support Services **website** .

B

Bachelor degree. An **undergraduate academic degree** awarded to someone who successfully completed a undergraduate program of study that generally lasted three or four years. Also called baccalaureate.

Block transfer. Students who are granted admission to a post-diploma program, for example, may be granted a block of transfer credit based on a completed credential. In these cases, the student's transcript is reviewed and transfer credit is awarded as a block of credit rather than on a course-by-course basis. See **Block Transfer Credit**.

Business and Administrative (area of study). A group of courses within the **Applied Studies** area: **Accounting (ACCT)** , **Administration (ADMN)** , **Communications (COMM)** , **Computers and Management Information Systems (CMIS)** , **e-Commerce (ECOM)** , **Economics (ECON)** , **Entrepreneurship (ENTP)** , **Finance (FNCE)** , **Governance (GOVN)** ,

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Health Administration (HADM), **Human Resources Management (HRMT)**, **Industrial Relations (IDRL)**, **Legal Studies (LGST)**, **Management Science (MGSC)**, **Marketing (MKTG)**, **Organizational Behavior (ORGB)**, and **Taxation (TAXX)**.

C

Calendar. This is the document containing the University's regulations. The online Calendar is the official Calendar. In the event of any discrepancies between the program websites and the online Calendar, the online Calendar will be binding.
US = catalogue
UK = prospectus

Challenge for credit process. A university process whereby students have the opportunity to demonstrate that they have acquired a command of the general subject matter, knowledge, intellectual and/or skills that would normally be found in a university level course. Refer to **Challenge for Credit**.

Changing programs. You may **change from one undergraduate program to another** by logging in to **myAU**.

Communication. Communication between students and AU staff is done by a variety of methods. Asynchronous communication describes communication that does not occur simultaneously. Email, for example, is asynchronous. Synchronous communication is live. It describes communication that occurs simultaneously; for example, chatrooms, teleconference, and video conference.

Computer requirements. AU's standard computing platform is a computer running Microsoft Windows with MS Office. The minimum requirements for students using a Mac or PC are access to a web browser, email, and the software capability to submit assignments as Word documents. See the **AU IT website** for current requirements. Some courses support other hardware

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and software platforms and may have more specific requirements noted in the online syllabus.

AU courses that use eTextbooks may have specific technical requirements. See the **eText Initiative** website for updated information.

Exams written through ProctorU have additional technical requirements, such as students not being able to use a smartphone or tablet to write their exams. See the **ProctorU** page for updated information.

Concentration. A designated study focus within a three-year program, such as the Bachelor of Arts, Anthropology Concentration.

Convocation. The ceremony held every year where graduates participate in the conferral of degrees, usually in Athabasca, Alberta. Visit the **Convocation** website for specific dates.

Corequisite. A course that must be taken concurrently with another course.

Counsellors. Counsellors can help students clarify their educational and career goals, decide on a program of study, develop sound study and personal management skills, identify and overcome barriers to learning. Visit the Counselling **website**.

Course Administration and Technology Fee. This mandatory fee supports the delivery of Athabasca University-produced learning resources, student learning systems, library services, and learning design and development. The fee is charged for all course registrations: initial or re-registration.

Course composite grade. The final grade for a course expressed as an Alpha grade. The course composite grade reflects a student's understanding of the course materials. The course composite grade is often a weighted average of the student's marks for quizzes, assignments, tests, and examinations. See **Undergraduate Grading Policy**.

Course contract period. The time that students are actively registered in a course. The course begins on the course contract start date and runs until the

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course contract end date.

Course contract start date. The date students officially start a course. For individualized study students this is usually the first day of the month of the course contract period. For grouped and paced online study, this is the date of the first scheduled class.

Course contract end date. The last day for students to complete an individualized study course is always the last day of the month (or the day the student finishes the course, if earlier). The last day for students to complete a grouped study course is always the date of the last scheduled course meeting.

Course Coordinator. The University faculty member (professor) responsible for the course.

Course extension. The purchase of additional time and access to AU resources in order to complete a course. See **relevant section** of Calendar.

Course load. The number of courses a student is actively registered in at one time. The maximum course load is six courses at a time. See the **relevant section** of the Calendar for more detail.

Course Materials Fee. This fee covers the cost of mandatory course resources such as publisher text and e-texts, or other third-party learning resources. Courses that do not include these resources do not charge the fee. See **Undergraduate Courses Without Course Packages**.

Course overload. Course(s) that have been approved to be taken above the Maximum Undergraduate Course Load regardless of delivery mode (e.g. individualized study, grouped study). See the **relevant section** of the Calendar for more detail.

Course syllabus. It is the description of the course that students, institutions, and others can consult to determine course prerequisites, course content, learning outcomes, required activities, and evaluation strategies. It contains information needed in order for a student to be able to register for the course

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(course overview, outline, number of credits, prerequisites and precluded, delivery mode, area of study, faculty, availability and if it is available for challenge for credit) and includes information needed for students currently registered in the course (evaluation: assignments and exams, course materials needed, challenge for credit information (if applicable) and challenge evaluation). Check the online **course syllabi** .

Course work. All required activities (assignments, clinical or practicum placements, quizzes, papers, examinations, etc.) that are submitted for marking towards the final grade.

Courses with more than one area of study. Courses listed under one discipline may be listed under two areas of study. For example, a course listed as PSYC under the Social Science area of study may have a notation that it can also be used to fulfill the Science area of study for AU credential students only. This situation is not considered cross-listing.

Credential. Degrees, diplomas, or certificates awarded on successful completion of a program.

Credits. The value assigned to a course. Normally, AU courses are either three-credits or six-credits which corresponds to conventional universities of one semester or two semesters respectively. Some courses in the Bachelor of Nursing degree carry a practicum component with a weight of four or nine credits. The course syllabus for each course will indicate how many credits it is.

Credit course. A course taken with the intention of obtaining credit. See also **Audit course**.

Cross-listed course. Cross-listed courses appear under two (or more) disciplines and in effect may be listed under two (or more) areas of study. For example, **HIST** / **CLAS** / **HUMN** 309. The online syllabus will indicate whether a course is cross-listed. You can only receive credit for one discipline.

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D

Delivery mode. The method by which a course is taught. Different delivery modes at AU are individualized study, grouped study, practicum, and paced online. The delivery mode for each course is noted in the course syllabus.

- **Individualized study**
- **Grouped study**
- **Practicum**
- **Paced online**

DegreeWorks. **DegreeWorks** is a web-based, academic advising and degree audit solution that retrieves the student's academic record from and organizes it into an educational plan on the web, easily identifying program requirements, which courses have been completed, and which courses students still need in order to complete their credential.

Designated bilingual programs. Programs through which students demonstrate proficiency in more than one language by completing at least 30 credits in each recognized language. Currently AU only has this available for French/English languages.

Digital Reading Room. The Digital Reading Room (DRR) is an electronic version of a library reserve system, or a virtual reading room. The material accessed is either required course readings or it supplements the course, and is of use for further study and a deeper understanding of the subject matter. Refer to the library's **Digital Reference Centre** . Tips on searching the journal databases and help with researching, writing, and citing (referencing) can be found in the **Library Help Centre** .

Directed study. A 400-level course that does not have a prescribed curriculum. In consultation with the course professor, you will choose a specific topic and then undertake an in-depth study. Professor approval is

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required for all directed study courses before registration can occur.

Discipline. The specific subject area for a course. For example: Psychology (**PSYC**), English (**ENGL**), and Women's and Gender Studies (**WGST**); are all disciplines at AU.

E

Early access to courses (individualized study). Some courses offered in the learning management system allow early access by the student the day after their course registration is processed. Access is not allowed for quizzes, tutor or faculty support, and students are not allowed to submit assignments until the course contract start date.

Electives. A list of courses or disciplines that students choose from in order to fulfill degree requirements.

e-letters. The method by which AU primarily corresponds with students. **e-Letters** are available through the myAU portal and are stored for six months.

English Language Proficiency. The minimum level of English written and oral communication skills needed to undertake courses offered by Athabasca University.

Enrol. AU students may enrol in a credential (degree, diploma, or university certificate) program or as a non-program student. The program regulations in effect at the time of enrolment, or re-enrolment, are the regulations that govern that student's program.

eTextbook (electronic textbook). The digital version of a textbook, which may include other learning resources such as workbooks, problem sets, tutorials, videos, simulations, and interactive software.

Evaluation. A review of a student's post-secondary studies to determine if any

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credit can be transferred towards the AU program the student has enrolled in.

Exam Invigilation Network. A network of approved exam invigilation centres in Canada. The **Exam Invigilation Network** list is approved and maintained by the Office of the Registrar and made available to students.

Examination Request. Students must request their examination in advance of the requested write date. The exam must be requested and completed prior to the course contract end date.

When do I write?

Exam write date. The date a student has scheduled to write an Athabasca University exam with the exam centre or an invigilator.

Exemption. There are two kinds of exemptions at AU:

1. AU may award a block transfer of credit to holders of an approved diploma or degree. Within the previous diploma or degree, you may have course equivalents to AU courses required within your current program. These courses would be awarded an exemption. In order to fulfill the program requirements, you will be required to replace these courses with courses of the same (or higher) level in the same area of study or discipline.
2. In program regulations where students are required to have ENGL 255, students can be exempted* from taking this course if they meet the following criteria:

    - have a grade of B- (70 per cent) or better in an AU English course above the preparatory (100) level; or
    - received credit for an English course in which a grade of B- or better was achieved.

    * The exemption must be replaced with a 3-credit course in any

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discipline at the junior/senior (200 to 400) level.

Extension. Lengthening the time allowed to complete an individualized study course by two months is called an extension. A maximum of three extensions are allowed and a **fee** is charged for each extension.

Extra to degree. Successfully completed course that is not included in a student's AU program requirements and is not included in the calculation of the program GPA.

F

Faculty member. The person responsible for the normal delivery of the course in question (professor, course coordinator).

Final grade. See **Grade**.

Financial aid agencies. **Financial assistance** is available to students from the students' local agencies. Students may be eligible for loans, grants, bursaries, or scholarships.

Full course load. A full course equates to 18 credits over 6 months for non-SFA students or 15 credits over 4 months for SFA funded students (100 per cent). All courses for full course load purposes must have the same start date.

Full-time SFA student. A student who is in receipt of a student loan and/or grant from one of the provincial or territorial government financial assistance agencies in Canada. Additionally, the student must be registered in a minimum of 60 per cent of a full course load, or 9 credits over four months for one semester, or 18 credits over eight months for two semesters.

Full-time student (non-SFA). Full-time students are enrolled in a minimum of 60 per cent of a full course load. At the undergraduate level, a full course load is defined as 3.75 credits per month at AU. The minimum requirement

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for full-time status is 2 credits per month.

For more information on SFA and non-SFA students, visit the AU **Student Financial Aid** section of the Support Services site.

G

General Application Form. The **form** completed in order to become an AU student.

Good Academic Standing. The status of a student who has met or exceeded the minimum requirements specified in AU's **Undergraduate Academic Standing Policy** and who does not have active sanctions for misconduct per the **Academic or Non-Academic Misconduct** policies.

Good standing. A term describing an AU student who is in full compliance with AU's student policies on academic and non-academic conduct, who is not under penalty for academic or non-academic misconduct, and does not owe fees to the University.

Grade. The final grade that is achieved in your completed course. **Marks** are applied to your assignments, essays, and examinations. See **Undergraduate Grading Policy**.

Grade point. A grade point is a number between 0 and 4.00 that is assigned to a grade (alpha or percentage) and then used to calculate a grade point average (GPA). The grade point value is reflected on the **Official Student Record**. See also **Undergraduate Grading Policy**.

Grade point average. The grade point average is a weighted average calculated as follows: Sum of (grade point x credit hours) / (sum of credit hours). Courses graded on a pass/fail basis and those courses accepted on transfer credit are not included in the GPA calculations. See **Undergraduate Grading Policy**.

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Graduate studies. Advanced studies beyond the undergraduate level leading to an award of post-baccalaureate certificate, diploma, master's, or doctoral degree. Generally requires an undergraduate degree for admission. AU provides innovative, Internet-based graduate programs that reach students around the world. View the **Graduate Program Calendar**.

Graduation. Completion of all requirements of a program of study verified by the Office of the Registrar and approved by General Faculties Council.

Graduation with Distinction or Great Distinction. Graduation with Distinction is presented to students with a final program GPA of 3.60 to 3.84. Graduation with Great Distinction is presented to students with a final program GPA of 3.85 or higher. More **information**.

Grouped lab. Supervised science labs that are taken at specific locations and times. Supervised labs involve a substantial amount of work. **Science lab information** .

Grouped study. A delivery mode in which the course takes place in a physical classroom setting. Contact with the instructor is face to face.

- **Other delivery modes**
- **Collaborating Institutions**

Grouped study exam. An exam for a course in which all the students at each site write at the same time on the same day.

Grouped study tutor. An individual approved by the Academic Coordinator to teach an Athabasca University grouped study course and invigilate the exams for that course.

H

Health Administration Practicum Course. A Health Administration

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Practicum Course includes both project proposal and field placement components and is offered within a designated four-month timeframe. Project proposal components are online, while field placement components are at varied locations and times.

Helpdesk. AU's Helpdesk attendants will help students solve most problems relating to their computing resources. Students may contact AU's **Technical Support**, or by phone: 1.800.788.9041, extension 6405 (toll free from anywhere in Canada or the United States) or direct at 1.780.675.6405.

Home labs. Home labs are compulsory components of some of AU's science courses. Home labs are learning activities, such as demonstrations, observations, simulations, and experiments, which students do in or near their own homes rather than in a university laboratory.

These labs usually require a lab kit that students order online from the relevant course syllabus. Some home lab activities require some materials that most students have in their homes or materials can be purchased locally without great cost. The kits may contain materials that are hazardous in some way (especially for young children and pets) and as such, they must be handled and stored appropriately.

Students who are in correctional institutions may have some difficulty taking certain courses with home labs (e.g., some kits contain sharp objects that may not be allowed). Also, be aware that certain home lab kits cannot cross international borders (e.g., some contain seeds that may not be allowed in, others contain electronic equipment that required duty payments). Therefore, before registering, it is recommended that students contact the lab coordinator regarding the availability of home lab kits in each particular situation. Check the **course syllabus** for details.

Humanities (area of study). An area of university studies that includes courses in Art History, Classics, Communication Studies, English, French, Global Studies, Heritage Resources Management, History, Humanities, Indigenous Studies, Information Systems, Legal Studies, Music, Philosophy, Religious Studies, Spanish, and Women's and Gender Studies.

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I

ID Number. See **student ID number**.

Inactive student. A student who has let their **active status** lapse.

Independent labs. AU has developed a framework that allows students to access the laboratory component of certain science courses without taking the remaining instructional component, provided they meet strict prerequisite requirements and have professor approval before registering in the course. Each lab is worth one credit. Should a student decide to take the remaining instructional portion of the course, the additional credit earned for laboratory modules is recognized.

Independent labs are supervised by AU lab instructors and professors and are only offered at specific locations at specific times. Most labs run between two to eight days. Students have up to two months to complete a lab from the date of registration. No extensions are allowed in independent labs unless specifically authorized by the course professor. Independent labs are not available for challenge. If a student is enrolled at another institution, the student should receive approval in writing by their home institution to ensure that it will grant credit for the lab. If the student is using this course to update laboratory skills (e.g., you are a teacher or instructor), the student must provide evidence of having previously taken an equivalent science course or have the equivalent theoretical requirements. When the student attends the lab, they are responsible for making their own arrangements and payments for transportation, accommodation, and food.

Science lab information .

Individualized study. AU's main method of course instruction. Students set their own schedule within the time allowed to take the course (course contract period). Contact with the tutor, academic expert or course coordinator is done online or by email and students may interact with

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classmates in online forums within the course. For information on course start dates and registration deadlines, refer to the **registration section**. Also, see other **delivery modes**.

Intellectual honesty. The acknowledgment of scholarly contributions of others by citing references, attributing quotations, etc. Failure to do so is **academic misconduct**.

International undergraduate student. This is a student who is pursuing their AU undergraduate studies from outside of Canada and the United States, with the exception of Canadians in Canadian embassies or consulates, employees of Canadian governments (federal or provincial) working outside Canada, and Canadian Armed Forces located abroad. All information about international undergraduate students taking courses can be found in the **Registration** section.

Invigilator (or proctor). This is someone who is approved to supervise students at an examination. See also **AU approved invigilator**.

J

Junior courses. These courses are usually introductory (200 level) and are equivalent to first-year courses at most universities.

K, L

Lab component only. See **independent labs**.

Laboratory science courses. Courses that contain a substantial amount of work including exercises, techniques, and sample-handling relevant to the course discipline. The lab portion of these courses is usually site-specific and supervised. For current lab information, contact the **Centre for Science.**

Letter of Certification. An official confirmation of information extracted from

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a student's record that is not available on a transcript. **More information**.

Letter of Permission. A document permitting an AU credential student to take one or more courses at another post-secondary institution for credit toward the student's AU program. **More information**.

Levels. Describes preparatory (100), junior (200), or senior (300 or 400) level courses.

Lost exam. A written exam is considered lost when the exam, or part of the exam, through no fault of the student, has no been received by the University within the timelines as noted in the **Lost Exam Procedures** .

Lost Examination Reimbursement. When a written exam is believed lost by AU, and the student is re-tested, the student may be **issued a refund** to compensate for additional costs they may incur. The reimbursement amount of the refund will not exceed the Lost Exam Reimbursement amount. See the **Lost Exam Policy** for more information.

M, N

Major. A designated focus of study within a four-year program discipline such as the Bachelor of Arts, Anthropology Major; or the Bachelor of Science, Human Science Major.

Marks. Marks are applied to assignments, essays, and examinations. See also **Grade**.

Maximum course load. The maximum number of courses a student may be actively registered in at one time. For more information, see **Registration** section.

Moodle. AU's learning management software; a tool for learning online. Moodle allows students to interact with their tutor and other students, participate in forums for online discussions between instructors and students,

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and access the library, digital reading rooms, and other research resources.

Multiple Examination Request. This is an exam request for a previously unwritten examination, which has been returned to the University by the AU approved invigilator. See also to **Unwritten/Multiple Examinations**.

myAU. myAU is AU's student web portal which allows students access to their courses, their student records, and their e-letters. Students may also take care of administrative matters, such as booking examinations, submitting assignments, and applying for extensions.

No area of study indicates that a course cannot be used to fulfill an area of study requirement in a program. The course may, however, fulfill part of the overall degree requirements if it is appropriate to the program.

Non-Academic Misconduct Policy. Non-academic offences attempted or committed by students on University premises or during University-sponsored activities shall be grounds for disciplinary action by the University under the **Non-Academic Misconduct Policy**.

Non-Business and Administrative (area of study). These courses are any courses outside of the **Business and Administrative** area of study listing.

Non-program student. A student who has applied to the University, but is not enrolled in a degree, diploma, or certificate program. Non-program students can register in courses. See also **Program student**.

Not-to-take. Awarded when equivalent knowledge of a particular course has been identified within a student's transfer credit assessment. Courses awarded a not-to-take do not carry credit and will serve as a prerequisite if required.

Nursing practicum course. Nursing practicum courses include both theory and clinical components and are offered within a designated four-month time frame. Theory components are online, while clinical components are at varied locations and times.

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O

Official Student Record. A file containing documents and data, regardless of their physical medium (paper, electronic), their format, type or characteristics, created to gather, to store, and to preserve information regarding a student's entire history of learning at a post-secondary institution. The file contains courses, grades, credits, and degrees pertaining to the file's subject.

Online Labs: Online labs (virtual labs) are compulsory components of some of AU's science courses. They are series of interactive, inquiry-based science simulations and exercises. These labs are delivered via the Internet and are required to be completed by students on their own computers. Registered students will be allowed the access to these labs through the course webpage (course site), or through external links (individually provided for each specific course). Some online lab activities are interactive simulations of experiments that are typically conducted in a laboratory setting and other online lab activities are realistic simulations of systems in nature (virtual labs).

Open admission: Admission to the University and registration in courses (except where a prerequisite is needed) is not based on prior academic achievement. The only admission requirement is that a student must be 16 years of age or older unless specifically exempt from the age requirement. See **Admissions** for more information.

Open Educational Resources (OERs): Any type of educational materials that are in the public domain or introduced with an open license. The nature of these open materials means that anyone can legally and freely copy, use, adapt and re-share them. OERs range from textbooks to curricula, syllabi, lecture notes, assignments, tests, projects, audio, video, and animation.

Options. One or more courses chosen from any discipline to complete degree requirements. Students should be cognizant of the level and area of study requirements if either have not already been met.

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P

Paced online. A course that is offered online, but students follow along a schedule of assignments, discussion, and examination as set out by the instructor. See other **delivery modes**.

Parchment. Document issued by AU that communicates the nature of the credential and date of its conferral. This document is signed and sealed by AU officials.

Part-time student (non-SFA). Those who are registered in less than 60 per cent of a full course load with AU. Part-time status means less than two credits per month. See also **Full-time student**.

Part-time student financial assistance funded (SFA) student. AU's term for a student who is in receipt of a part-time student loan and/or a part-time grant from one of the Provincial or Territorial Government's Financial Assistance Agencies in Canada. Part-time status then means less than 60 per cent of a full course load, or less than nine credits over a four-month term or less than 12 credits over a six month term.

Pilot course. A course that is being offered to test, measure and assess new educational technologies, methodologies, resources, and/or course delivery methods. A pilot course is a trial that is offered for a limited period of time and has a finite number of students registered.

Plagiarism. Plagiarism is the use of another individual's words, ideas, images, or results without giving that individual appropriate credit.

PLAR. See **Prior Learning and Assessment Recognition** below.

Post diploma. Students who have received a diploma from a recognized college, may be able to transfer credit to a post-diploma program at AU. Recognized diplomas may also be considered for some programs on a course-by-course basis. For a list of approved diplomas, review the **Transfer Credit Database** .

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Practicum . A course that includes both theory and field placement components offered within a designated time frame. Theory components are online, while field placement components are at varied locations and times. See other **delivery modes**.

Pre-enrolment. For those programs that have an admission requirement, students are placed in a pre-enrolment admission category until they have provided documentation providing the requirements. Refer to the specific **program regulations**.

Precluded course. An AU course whose curriculum overlaps another course to the extent that students would be duplicating course work if they complete both courses. Precluded courses are usually the result of course revision, course renumbering, or cross-listing.

Students cannot receive credit for both courses.

Preparatory level courses. Courses numbered at the 100 level that prepare students for university level studies.

Pre-registered courses. Courses in which the student has registered for up to 3 months in advance.

Pre-registration. Registering in a course up to 3 months in advance. Preregistration is considered a registration and guarantees a particular start date.

Prerequisite. A requirement that must be met before a student takes a course. The requirement is usually another course that would prove the students has the required background to successfully complete the course in question. Prerequisites, if any, are listed in the course syllabus.

Prior Learning and Assessment Recognition (PLAR) . PLAR provides opportunities for students to gain credit for non-formal, informal and experiential learning. A mentored process will assist you in preparing a portfolio for assessment. Refer to the **Centre for Learning Accreditation** .

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Professor approval. Approval given by the course coordinator to the student to register in the course.

Program GPA. The grade point average calculated from the grades of the courses completed towards a specific program. The program GPA is used for program graduation requirements, awards, honours list, and **Graduation with Distinction and Great Distinction**.

Program student. A student who is enrolled in a degree, diploma, or certificate program at the University. See also **Non-program student**.

Programs, time to complete. The maximum amount of time to complete a program as indicated in the **program regulations**.

Q, R

Reading course. A course offered at the senior level that involves a specialized field of study and professor approval.

Registration. The process of selecting and registering in courses at AU.

Re-registration. A subsequent registration in the same course, regardless of delivery mode.

Residency. The minimum number of AU credits that must be completed to fulfill a program's requirements. For more information, see **Residency Requirement** section of the Calendar.

Required courses. A list of courses in a program's regulations that a student must take in order to complete the degree requirements.

S

Science (area of study). This area of study normally comprises courses based on a knowledge of facts, phenomena, laws, and proximate cause. It includes

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courses in Astronomy and Astrophysics, Biology, Chemistry, Computer Science, Environmental Science, Geography, Geology, Health Studies, Mathematics, Nutrition, Physics, Psychology, and Science.

Science labs. Some science labs can be conducted from your own home. Others are supervised and taken in a group at a specific time and location. **Science lab information** .

Second undergraduate degree. Students who hold a recognized undergraduate degree and who wish to obtain an AU undergraduate degree in a different subject area, will be admitted to the second undergraduate degree regulations. See **Second Undergraduate Degree Policy** for more information.

Senior courses. Designated by a course number in the 300s or 400s, these courses assume a background of university learning.

Significant Exam Disruption. A significant exam disruption occurs if a student is unable to complete an exam due to an unforeseen, uncontrollable event such as fire, an evacuation, or technological failure.

Social Science (area of study). An area of university study that includes courses in Anthropology, Communication Studies, Criminal Justice, Cultural Studies, Economics, Education, Environmental Studies, Geography, Global Studies, Governance, Health Administration, Human Resources Management, Human Services, Industrial Relations, Indigenous Studies, Labour Studies, Legal Studies, Political Economy, Political Science, Psychology, Social Science, Sociology, Sociology/Anthropology, and Women's and Gender Studies.

Stale dated courses: A course or program will not be accepted for credit if older than the stale date noted for the program.

Student. A person enrolled at Athabasca University.

Student awards/scholarships. Refer to **website** .

Student Code of Conduct and Right to Appeal Regulations. Student

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offences and penalties are identified within the **Student Code of Conduct and Right to Appeal Regulations**.

Student, full-time. See **Full-time student**.

Student ID number. The seven-digit number assigned to each student. Always use your **student ID number** when you contact AU.

Student, part-time. See **Part-time student**.

Supervised labs. Compulsory learning activities in some of AU's science courses that take place in person at specified times and locations. These lab sessions concentrate a great deal of work in a short period of time—usually from two to eight days. The sessions are conducted in teaching laboratories in buildings owned or leased by AU. **Science lab information** .

Supplemental examination. A secondary midterm or final examination written by a student in an attempt to improve the final course grade.

Syllabus. See **Course syllabus**.

Synchronous communication. Synchronous communication is live. It describes communication that occurs simultaneously; for example, chatrooms, teleconference, and video conference. See **Communication**.

T

Transcript. An official document issued by AU that conveys information related to the **Official Student Record**.

Transfer credit. Credit granted for the successful completion of post-secondary level courses or programs completed at another recognized organization or institution.

Tutor. A tutor is an academic staff member who guides students through a course and marks assignments and exams. This staff member is like a

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professor at a traditional university setting. Not all AU courses have a tutor assigned. Some have **academic experts**.

U, V, W, X, Y, Z

Unclassified (non-program/visiting) students. Students who are not enrolled in an AU degree, diploma, or certificate program. See **Admission Classifications**.

Undergraduate studies. Post-secondary studies leading to an award of a bachelor degree, diploma, or certificate.

Unwritten Examination. An exam which a student has requested, but did not write. Refer to **Unwritten/Multiple Examinations**.

Video/DVD component. In many AU courses, AU students have the option of viewing videos online, or on DVD and/or videotapes provided in the course package. To ensure viewing components are compatible, overseas students are asked to contact the AU library before registering in a course that has a videotape/DVD component.

Virtual Helpdesk. The **Virtual Helpdesk** (VHD) provides computer science students technical assistance with their courses. The VHD is staffed by senior students and should not be confused with **AU's Technical Support** .

Visiting students. Students taking courses at AU for transfer credit to another post-secondary institutions. **Unclassified (Non-Program/Visiting) Students**.

Wait-listed courses. A course is wait listed if course materials are not currently available for that course. Students are given the option of placing themselves on a waitlist until course materials become available.

Withdrawal. The process of withdrawing from an AU course. **Withdrawal timeframes** are important to monitor since the timing of a withdrawal may have bearing on what is recorded on the academic transcript.

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Zero-credit course. Students in zero-credit courses receive the same academic support, have access to all services provided to AU students, but the courses won't fulfill any requirement towards a credential. Zero-credit courses are assessed the same fee structure as three-credit courses minus the Students' Union Fees and Alumni Fees. Other academic-related fees and regulations also apply to zero-credit courses.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated November 07, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Important dates

2024		
Aug. 5	Civic holiday	University closed
Sep. 2	Labour Day	University closed
Sep. 30	National Day for Truth and Reconciliation	University closed
Oct. 14	Thanksgiving Day	University closed
Nov. 11	Remembrance Day	University closed
Dec. 25/24 – Jan. 1/25	The University will close at 4:30 p.m. Tuesday, December 24, 2024 and will reopen at 8:30 a.m. Thursday, January 2, 2025.	

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2025		
Feb. 17	Family Day	University closed
April 18 – 21	(inclusive) Easter break	University closed
April 27	Deadline to apply for graduation in June. All final grades must be received by the Office of the Registrar, and all program requirements must be completed by this date.	
May 19	Victoria Day	University closed
May 31	Deadline to register to attend Convocation 2025. Note: in order to apply to graduate in June, all requirements must be met by April 27. See above.	
June 5 – 6, 2025	Visit the **Convocation** website for more information.	
July 1	Canada Day	University closed
Aug. 4	Civic holiday; Heritage Day	University closed

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Sep. 1	Labour Day	University closed
Sep. 30	National Day of Truth and Reconciliation	
Oct. 13	Thanksgiving Day	University closed
Nov. 11	Remembrance Day	University closed
Dec. 25/25 – Jan. 1/26	The University will close at 4:30 p.m. Wednesday, December 24, 2025 and will reopen at 8:30 a.m. Friday, January 2, 2026.	

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated November 21, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Student ID and library cards

Eligibility requirements

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

Student ID cards are the property of Athabasca University. Your card is valid for the academic year (September 1 to August 31) displayed on the front of the card. To update the effective date on the card annually, you must be active in a course and request an updated card from the Office of the Registrar. Your photo will be kept on file for up to 5 years to re-issue student photo ID cards. As of April 1, 2024, date stickers are no longer being issued.

Note: Students are required to provide an updated photo upon request.

Request for photo ID card

Nursing students

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Nursing students can request a wearable ID card for identification purposes in healthcare facilities. It is available for Bachelor of Nursing students and Nurse Practitioner students who are active in a practicum course.

Nursing student photo ID cards are valid for the academic year displayed on the front of the card. To update the card annually, you must be active in a practicum course, and request an updated card from the Office of the Registrar. As of April 1, 2024, dates stickers are no longer being issued.

Requesting an ID card

Complete the student photo ID request form and forward it to the Academic Records office (via mail or email) accompanied by a passport-style photo (clear, centered, close-up, in colour). Student photo ID cards are issued using your own digital photo.

Note: Student photo ID requests submitted by mail may take longer to process.

Verification of identity is required. This can be completed by submitting a copy of government-issued photo ID with your request, or by having a guarantor complete and sign their section of the request form. Examples of a guarantor are listed on the student photo ID card form.

Athabasca University will only issue you a student photo ID card if the following conditions are met:

- Must be an active student, **currently registered in an AU course**;
- Submit the completed and signed request form;
- Submit a passport-style photograph (clear, centered, close-up, colour); and
- Provide proof of identity in the form of government-issued identification (or provide a guarantor).

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All ID cards will be mailed to the current address the student has on file with the University, unless noted otherwise on the Student Photo ID Request Form.

Email submissions:

acrec@athabascau.ca

Mail submissions:

Athabasca University – ATTN: Academic Records
1 University Drive
Athabasca, AB T9S 3A3
Canada

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated January 24, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Legal notes and regulations

Regulations effective Sep. 1, 2024.

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.

Legal note

By the act of applying to Athabasca University and registering in a course or a course of study, each student at Athabasca University

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agrees to observe and be bound by the terms of this notice, and the terms, conditions, academic standards, rules, regulations, policies, and codes of behaviour contained or referenced in this Calendar. Therefore, it is the student's responsibility to be aware of the contents of the Calendar.

The Calendar sets forth the intention of the University at the time the Calendar was prepared. While Athabasca University makes reasonable efforts to ensure that the content in the Calendar is accurate, 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

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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.

Legal version of the Calendar

Athabasca University's online Calendar is the official Calendar, and is effective September 1, 2024 to August 31, 2025, 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**.

Recognition and accreditation

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.

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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.

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.

Membership

Athabasca University is also a full member of the following organizations:

- Alberta Council on Admissions and Transfer
- Association of Commonwealth Universities
- Association of Universities and Colleges of Canada
- BC Council on Admissions and Transfer*
- Canadian Association for Distance Education

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- Canadian Association for Graduate Studies
- Canadian Virtual University
- Circumpolar Universities Association
- 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)

Student advocacy

Athabasca University Students' Union: The Athabasca University Students' Union (AUSU) is an independent, student-run society representing the undergraduate students of Athabasca University. They serve over 35,000 members annually in home-study locations across Canada and internationally. In any given month, their membership is about 26,000 active students.

Athabasca University Ombuds Office: When other University channels can't provide the help you need, **contact the Ombuds Office**. If you are not sure where to turn, **Ombuds staff** can help by answering your questions or referring you to the appropriate area.

Athabasca University Alumni and Friends: Your AU journey continues after graduation and our commitment to you is access to your global network, lifelong learning opportunities, and

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benefits that support your professional and personal pursuits.

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** .

Student Code of Conduct and Right to Appeals Regulations

Once you have completed and submitted the Undergraduate General Application, 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. We maintain a **Service Standards** webpage that notes the timeframes you should expect from us.

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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.

The conduct of applicants and students of Athabasca University is governed by the following three policies:

- **Student Academic Misconduct Policy**
- **Non-Academic Misconduct Policy**
- **Student Appeals Policy**

Nursing practicum students must also follow the Clinical Placement Misconduct Policy:

- **Clinical Placement Misconduct Policy**

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated December 13, 2024 by Office of the Registrar (calendar@athabascau.ca)

Ask AU

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Admission

As an open university, Athabasca University admits students 16 years of age or older. Students may be of any nationality and reside anywhere in the world.

Students under 16 years

Students under 16 years of age may be admitted with special consideration by petitioning the Coordinator of Enrolment Services and Academic Records. An underage student's admission application form must be accompanied by the course registration form, an up-to-date high school transcript (or equivalent), letters of support from the student's high school principal or designate, and from a parent or guardian. Permission from the Course Coordinator responsible for the course must also be obtained. An interview will be arranged with the Course Coordinator at the time the course registration form is received.

Past academic performance

While past academic performance at other post-secondary institutions does not prevent you from being admitted to AU, it may be considered if you are enrolling in a particular program (e.g., Bachelor of Nursing). If you were suspended or dismissed from another post-secondary institution for reasons of academic misconduct, you may be refused admission or enrolment at AU until the period of suspension or dismissal has elapsed.

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Non-Canadian students

Athabasca University welcomes non-Canadian students.

You need a study permit if:

- you are a non-Canadian with a work permit and are living temporarily in Canada while enrolled in the Bachelor of Nursing degree program.
- you are a non-Canadian student enrolled in an AU program at an institution with which the University has a collaboration agreement.

You do not need a study permit if you are a non-Canadian AU student living outside Canada.

For more detailed information, visit the **International Student Guidelines** page.

In the case of a dispute over an individual's status within Canada, the Citizenship and Immigration Canada (CHIC) regulations will apply.

Citizenship and Immigration Canada
1.888.242.2100

Returning students

A returning student is a student who has already applied to the University, has a student ID number, and their status may be inactive. To remain an active AU student you must be registered in an AU course, or you must have completed an AU course in the last 12 months. The 12-month period is based on the most recent course contract date, course completion date, or the date of withdrawal

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from an AU course.

Students who complete courses on a Letter of Permission from AU also retain their active status. If you complete courses at other institutions without first obtaining a Letter of Permission from AU, you may be designated inactive and forfeit your program enrolment status and risk not receiving credit for the course.

If you are a returning student and you have never accessed the myAU portal, you will need to log into the portal using your AU Student ID number.

If you are a returning student with an active AU account, you can proceed to course registrations.

If you are a returning student with an inactive AU account, you need to reactivate your active status by selecting 'Change Your Program' found under the 'Manage Your Program' header under the 'Student Record' section of the myAU portal.

- **Reactivation Form**
- **myAU portal**

New students

All new AU students require a student identification number. To obtain a student ID number, you must **apply for admission** to AU.

Complete and submit the online **Undergraduate General Application** and pay the one-time, non-refundable application fee. Before you apply online, you will need to determine if you are applying as a program student or as an unclassified (non-program/visiting) student.

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Admission status

Active students

Active students are those who are currently registered in an AU course or who have completed or withdrawn from an AU course within the last 12 months. The 12-month period is based on the most recent course contract date, course completion date, or the date of withdrawal from an AU course.

Students who complete courses on a Letter of Permission from AU also retain their active status.

Active students are able to log in to myAU where they have access to personal information such as their library account, assignment marks, and course grades, or take care of administrative matters such as registering for courses, booking examinations, or applying for extensions.

Inactive students

Inactive students are those who have not registered in an AU course within 12 months of the most recent course contract end date or the date of withdrawal from their last AU course.

Returning students with an inactive AU account, will need to log into myAU

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and reactivate their active status by completing a new Undergraduate General Application before they can register in courses.

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Part-time/full-time students

Part-time students

Those who are registered in less than 60 per cent of a full course load with AU. For taxation or Government Student Loan purposes, students who register in less than 4, 3-credit courses over six months are considered part-time.

Full-time students

Full-time students are enrolled in a minimum of 60 per cent of a full course load. At the undergraduate level a full course load is defined as 3.75 credits per month at AU. The minimum requirement for full-time status is 2 credits per month. For taxation or Government Student Loan purposes, students who register in 4 (or more), 3-credit courses over six months are considered full-time. The courses must commence on the same start date.

Example: If you are on student financial aid, full time enrolment is 9 credits over 4 months with the same start date. If you are taking courses via individualized study over 6 months, you require 12 credits to be full time with the same start date.

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For more detailed information on SFA and non-SFA students, visit the AU **Student Financial Aid Information** page.

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Enrolment status

To take courses at Athabasca University, a student can either be enrolled in a program or unclassified.

Program students

Program students are enrolled in any of the undergraduate degrees, diplomas, or certificates offered by AU. Students who change from the unclassified (non-program/visiting) to a program category may use credits earned while in the unclassified (non-program/visiting) category provided the course(s) meets the requirements of the program, including any restrictions on the age of a course, if applicable. There is no application deadline for enrolling in an undergraduate degree program. Applications are accepted year round.

Because program regulations can change, students are required to complete the program regulations in effect at the time of their enrolment. Students who are admitted to a program that has any entrance requirements for admission will follow the degree regulations in effect upon completion of the transfer credit evaluation.

Pre-enrolment category

Although most of the undergraduate credentials have open admission, there are some that require documentation be provided and assessed prior to

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admission (refer to the specific **program regulations**). In these cases, students will be admitted to a pre-enrolment category until documentation is assessed. Once this process is complete, students will be advised of their admission status. See Procedure below for assessment process.

Procedures

If you are applying to become an undergraduate program student (you wish to complete a credential such as a degree, diploma, or certificate at AU) you need to apply using the **ApplyAlberta** form that has been designed for this purpose.

ApplyAlberta is a secure online application and transcript exchange system that students will use to:

- apply to one or more of Alberta's public post-secondary institutions through one portal, and
- authorize institution(s) to request the transfer of their Alberta high school and post-secondary transcripts.

Student personal and academic information is entered only once —it is filled in automatically on each application submitted to a post-secondary institution.

Once you have completed and submitted your personal information via the ApplyAlberta site, you will be forwarded to AU's Office of the Registrar Online System (OROS) to finalize your application of admission with AU. Be prepared to indicate the **program** you are interested prior to submitting your application and paying the one-time non-refundable application fee. If you need help selecting a program, contact **Counselling Services**

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prior to submitting an Undergraduate General Application Form.

After being admitted online to AU, you will be immediately assigned an AU student ID number to confirm your admission.

Confirmation of your enrolment as a program student with no evaluation of previous course work will be available in your myAU portal the day after your application is processed. To access your confirmation e-Letter, log into your **myAU** portal using your ID number.

Confirmation of your enrolment as a program student with a request for an evaluation of previous course work will be mailed to you after your application is processed (typically within 10 business days).

If you enrol in a program at AU, you are responsible for selecting courses that meet the program regulations and requirements in effect on the date you enrol.

If you need help selecting courses for the program you have selected, contact **Advising Services** .

Unclassified (non-program/visiting) students

Unclassified students are either:

Visiting Students: Those students enrolled at a program at another institution and taking AU course to help fill their program requirements, or

Non-Program Students: Those students who are not enrolled in a program

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anywhere and are taking courses for general interest or have not yet decided what program to enrol in.

Unclassified students are not enrolled in an AU credential program, but are either planning to take or are currently registered in AU courses only. There is no limit to the total number of courses that can be taken by unclassified students; however, the maximum active course load at any one time is 6.

The AU unclassified category includes visiting students from other post secondary institutions who are taking AU courses for admission or transfer purposes to another institution. Visiting students are encouraged to obtain a Letter of Permission from their home institution before registering in an AU course. This will ensure the home university will accept the AU course in the visiting student's program.

NOTE: It is important to note that AU does not evaluate previous post-secondary education or award transfer credit for students in the unclassified category. If a student wishes to change from the unclassified category to a program student category, a request for evaluation of any previously completed post secondary courses can be made any time after enrolling in an AU program.

Visiting students must request a transcript to be sent to their home institution once they have completed the course(s). This can be done online through myAU.

Procedures

If you are applying to become an unclassified student (a non-program or visiting student) from the "**Undergraduate General Application**" page, choose, "No, I only want to take some courses right now". Follow the prompts to complete/submit and pay for the application.

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After being admitted online to AU, you will be immediately assigned an AU student ID number to confirm your admission.

Confirmation of your enrolment as an unclassified student will be available in your myAU portal the next day. To access your confirmation e-Letter, log into your **myAU** portal using your ID number.

You can immediately register in courses once you are enrolled as an AU unclassified student.

Concurrent enrolment

Students cannot be enrolled in two Athabasca University programs at the same time. They also cannot enrol in an AU undergraduate degree program while they are enrolled in another undergraduate degree program at another post-secondary institution. Those students may take courses as unclassified (non-program/visiting) students until they have either completed or withdrawn from the other program.

Concurrent enrolment procedures

Your application to an Athabasca University program will be processed and a transfer credit evaluation will be completed. You will be given 45 days to either complete or withdraw from the external institution's program and a declaration letter will be sent to you for this purpose from the Evaluations Unit, Office of the Registrar. Failure

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to respond in that time will result in you being removed from your program and put into the unclassified category.

Changing programs

Active students who want to change their enrolment from unclassified (non-program/visiting) to program, or change from one undergraduate program to another undergraduate program; or inactive students who would like to reactivate their account, must log in to myAU and in the Student Record section, under “Manage Your Program”, select “Change Your Program”.

Changing concentrations, majors, or designations in the same program

Active program students who are changing their concentration, major, or designation, but stay in the same credential, are governed by the credential regulations in effect at the time this change is made. Students who wish to remain under the regulations that were in effect at the time of their initial enrolment in the credential may remain under the original enrolment date by making the request in writing to **enrol@athabascau.ca**.

A change from one credential to another constitutes a change of program. For example, a change from a three-year to a four-year credential, or a change from one university certificate to another university certificate are changes to program.

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Inactive students will be asked if they require an evaluation of previous post-secondary studies. Previously-completed course work, including transfer credit, will be reassessed and applied to the student's program in accordance with the degree regulations and procedures in effect at the time of re-enrolment. A fee is required for this service if it wasn't submitted previously.

Effective November 5, 2018, students requesting a transfer credit evaluation are responsible for providing recently issued official transcript(s) to the Enrolment Services Unit. These documents will be retained for 3 years.

International Assessment Services (e.g. IQAS, WES, etc.) documents are requested as required and will be retained indefinitely.

All students are required to fulfill the program regulations in effect at the time of their enrolment. Course work completed previously will be assessed toward the new credential.

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Program information

Students complete the program regulations in effect at the time of their enrolment. For degree programs with enrolment requirements, students will follow the regulations in effect upon notification of acceptance into the degree.

Residency requirement

Residency is defined as the minimum number of Athabasca University credits that must be completed to fulfill a program's requirements. In some cases, specific Athabasca University courses are prescribed as part of the overall residency requirement for a given program. The residency requirement for each program is listed in its program structure.

Note: Course credit obtained through Challenge for Credit or Prior Learning Assessment and Recognition processes will not meet AU residency requirements.

French language recognition

Athabasca University recognizes students who have completed studies in both official languages: English and French. Students who complete a minimum of

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30 credits in English and 30 credits in French instruction as part of an AU credential (excluding French as a second language and preparatory [100-level] courses) are eligible to have a notation written on their parchment and transcript. If you qualify, and would like this notation written on your parchment, please complete the appropriate section on the Application for Graduation.

Honours list

In order to be eligible for Athabasca University's Honours List, you must:

- be enrolled in an undergraduate program;
- have completed a minimum of 15 AU credits at the program benchmark;
- have reached a program benchmark in their program in the 6-month time periods ending June 30 or December 31; and
- have achieved a grade point average of 3.6 or higher on the AU credits earned since the previously recognized program benchmark up to the current program benchmark (e.g. 1 – 30 credits, or 31 – 60 credits, or 61 – 90 credits, or 91 – 120 credits).

See the **Undergraduate Honours List Policy** for more information.

Graduation with distinction or great distinction

All Athabasca University students who graduate with an undergraduate degree

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and who have successfully completed a minimum of 24 credits at AU, are automatically considered for graduation with distinction or great distinction recognition. All completed AU courses taken as part of the undergraduate degree program in which the student is registered will be used in the program GPA calculation including unsuccessful course attempts.

For courses that are repeated, the highest grade achieved will be used in the program GPA calculation.

Courses excluded from the GPA calculation are:

- Transfer courses (courses for which transfer credit has been awarded)
- Courses using a pass/fail grading scheme
- Courses with a grade of W (Withdrawal) or WF (Withdrawal Failure), both without academic penalty
- Courses considered extra to the degree
- Credits awarded for Prior Learning Accreditation and Recognition (PLAR)
- Non-credit courses and courses with no grades.

For more information on graduating with distinction or great distinction, reference the **Undergraduate Grading Policy** .

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English language proficiency

English is the primary language of instruction at Athabasca University. Applicants whose first language is not English, or who have not completed their secondary or post-secondary education in **English speaking countries**, must demonstrate English Language Proficiency in the ways outlined below before they are allowed to register in AU courses:

- Successfully completed a minimum of 15 credits (e.g. five, 3-credit courses) from a recognized English-speaking post-secondary institution;
- ELP exams – test scores cannot be older than 2 years and must be official (i.e. issued directly from the testing centre):
  - A minimum score of 6 on the International English Language Testing System (IELTS), Academic level is required;
  - A minimum score of 60 on the Carleton University's Canadian Academic English Language Assessments (CAEL);
  - A minimum score of 80 on the English Proficiency Test administered by the English Language Institute of the University of Michigan (MELAB);
  - A minimum overall score of 59 on the Pearson Test of English (PTE) Academic, with no less than 51 in each of the 4 communicative skills;
  - A minimum score of 80, with a minimum essay score of 20, and a

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minimum score of 46 on all other bands on the Internet-based Test of English as a Foreign Language (T.O.E.F.L). NOTE: the paper-based test will not be accepted;

- Duolingo – a minimum score of 105 with a minimum of 75 on each band.

- Successful completion of AU's **English Language Proficiency Program** , with an overall average of 75 per cent (GPA of 3.0).

Procedures

Students must submit their proof of English Language Proficiency via:

- email: enrol@athabascau.ca

Copies of the proof of English Language Proficiency will be stored with the official student records and may be subject to audit.

When submitting transcripts to determine English Language Proficiency, the transcripts must come directly from the post-secondary institution issuing them. We will not accept transcripts sent directly from learners.

The Office of the Registrar maintains a list of **English speaking countries** from which applicants would usually be deemed to have met English Language Proficiency.

English Language Proficiency Requirements Policy

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Appeals

All Appeals to this policy must be made within 30 days of the Office of the Registrar's original decision by using the **online appeals form**, which will direct the appeal to the designated Appeal Officer. The Appeal Officer has the final decision-making authority on all appeals related to this policy. All decisions will be communicated in writing to the Appellant.

For further information on appeals and the appeals process, please review **our website**.

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Registration

After being admitted to Athabasca University and enrolled as either an unclassified (non-program/visiting) or program student, you will be able to register in courses.

If you enrol in a program, you are responsible for selecting courses that meet the program regulations and requirements in effect on the day you enrolled. If you enrol in a program that has entrance requirements for admission, you will follow the degree regulations in effect upon completion of the transfer credit evaluation.

Prerequisites

Prerequisites ensure that you have the required background to successfully complete your course. Before you register, you should ensure that you have met all course prerequisite and corequisite requirements in accordance with the Prerequisite Declaration and the registration process.

Professor approval

If you feel a prerequisite should be waived for non-academic

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reasons, you must contact the **course coordinator/professor** with the authority to waive the prerequisite before you register in the course. If you did not complete the prerequisite through AU, you must ensure that the Prerequisite Waiver Declaration has been completed on your course registration.

Students who register in a course that is a prerequisite to a second course, must obtain professor approval before their registration in the second course can be processed.

Before registering in **Reading Courses**, you must contact the course professor to obtain registration approval.

Some courses require professor approval and other course-related prerequisites. Failure to obtain these pre-registration requirements will result in your registration being delayed or refused.

Auditing a course

Audit students register in a course for interest but do not wish to receive credit. As an audit student, you will receive the same tutorial support, have access to all other services provided to AU students, and pay the same fees. Audit students are ineligible to request and write examinations, and a final grade is not provided.

When you register, indicate whether it is your intention to audit the course.

Changing status

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If you are auditing a course and wish to change to credit status, you must apply in writing to the **Office of the Registrar** before the mid-point of the original course contract period.

If you are taking a course for credit and you have not yet written any examinations, you may change from credit to audit status. You must do so before the mid-point of your original course contract period, and you must apply in writing to the **Office of the Registrar.**

Zero-credit courses

Zero-credit courses (for example, ENGL 140 and MATH 100) do not fulfill any requirement towards a credential.

Students in zero-credit courses receive the same academic support and have access to all other services provided to AU students. They pay the same fees as as they would for a three-credit course (minus the Students' Union and Alumni fees). Other academic-related fees and regulations also apply to zero-credit courses.

Course extension regulations also apply to zero-credit individualized study courses.

Registration appeals

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All course registration appeals should be submitted via the **online student appeals form** . To lessen delays associated with appeals, student should submit any supporting documentation to **regappeal@athabascau.ca** once the online appeal has been submitted.

For further information on appeals and the appeals process, please review **our website**.

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Ask AU

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Course procedures

Individualized study is the most common method of teaching and learning at Athabasca University. See the **Calendar Glossary** for definition. Unless otherwise stipulated, "courses" means individualized study courses.

At AU, courses begin the first day of each month provided you register by the 10th day of the previous month. You will have 6 months to complete 0-, 1-, 3-, or 4-credit courses and 12 months to complete 6-credit courses.

Available courses

Maximum course load

To ensure that you do not overburden yourself, AU limits your course load to a maximum of 6 active registrations. If you have a full-time job or are new to distance learning, we suggest you start with one course. Students may be actively registered in 1 to 6 courses at a time, including: courses with an In-Progress Status, those taken via the Challenge for Credit process, grouped study courses, and wait-listed or pre-registered courses that overlap current registrations.

A course overload (registration in more than six courses) is only allowed when a student is at the maximum course load and has

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finished all of their coursework and requested exams (if applicable) for one or more course(s). Students must request permission for a course overload by emailing Enrolment Services at **enrol@athabascau.ca**.

Pre-registration

You may pre-register in an individualized study course up to 3 months before the course start date. Pre-registration guarantees you that tutorial support will be available for a specific start date. When you pre-register, you will be paying the fee that is effective the date your course begins. Should you alter your pre-registration, you will be charged a fee.

You will receive your course materials shortly after your pre-registration. Tutorial support will not begin until your official course start date. Your tutor introductory letter will arrive approximately one week before your course start date.

Registration process

Once you are admitted to AU and you have received your student ID number, you may register in courses. As part of selecting a course, review the course syllabus to ensure that you have the required prerequisites and that it is currently available. The course syllabus will also tell you the delivery mode, the evaluation criteria, and the course materials provided.

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Log in to myAU to complete and submit the Undergraduate Course Registration along with the appropriate payment. Confirmation of course registration by e-Letter will be available within 48 hours of the course registration in your myAU portal (use your student ID number to log in).

The request for a course materials package will be sent as soon as your course registration is processed. A tutor will also be assigned after you register in a course; however, the tutor's support will not be in effect until the course contract start date.

- **myAU**
- **Course syllabi**
- **Course fees**
- **Undergraduate Course Registration**

Registration deadlines

AU's individualized study courses begin the first day of the month and are offered year-round. You must request and pay for courses by the 10th day of the month prior to the requested course start date. For example, if you wish to start your course on November 1, you must register for the course by requesting and paying for it by no later than October 10.

For students without access to the online registration system, the Office of the Registrar will process paper course registration requests and payments that are received by the 10th day of the month before your requested start dates.

Remember to consider postal, courier, and processing times when

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a particular start date is desired. Students living overseas are generally assigned course start dates 1 month later than students living in North America.

Course contract period / dates

Each individualized study course has a specific course contract start date and end date, and all course requirements must be completed within contract. Lab exceptions, if any, will be noted in the course syllabus. You will have 6 months to complete a zero-, one-, three-, or four-credit course, and 12 months to complete a six-credit course. Your course contract end date is the last day of your individualized study course. Course contract end dates fall on the last day of a month. **Course extensions** are available, if required.

Full-time funded students have 4 months to complete a 0-, 1-, 3-, or 4-credit course, and 8 months to complete a 6-credit course. Course extensions may be available, but not recommended. Speak to your financial advisor for more information.

Financial Assistance

You are considered actively registered in your course until you have completed the course requirements, the course contract date expires, or you withdraw. Your course materials package will be sent or accessible as soon as your registration or pre-registration request is processed, however, tutor support, submission of coursework, and the writing of examinations cannot begin until the official course contract start date.

Early access to courses varies based on individual course design. Prior to the course contract start date, student access may not be

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provided to some assignments and will not be provided to quizzes or exams. (Note: In some courses, early access is not provided at all.) Students cannot submit assignments and quizzes, nor write exams until their course contract period commences. Tutorial and faculty access will not be provided until the course contract period begins.

Studying courses while residing outside Canada

All students studying outside of Canada must comply with the regulations governing the normal course contract period.

Course start date for students living overseas (those living outside Canada and the continental United States) depend on the arrival of the course package. To reduce postal delays, AU will courier you course package, but you must provide a street address (not a Post Office box address) and telephone number.

Most courses are completely online, including access to textbooks, so start dates are not affected by delivery times. Check your syllabus for details.

Your tutor

After you register in an individualized study course, you will receive an e-Letter containing contact information for your specific support method, depending on the course.

- Courses in the Faculty of Business will have access to the Student Support Centre and academic experts.

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- Courses in the Faculty of Science and Technology will have access to the Student Success Centre and academic experts.
- Courses in other faculties will receive a tutor's name, address, email address, phone number, and tutor hours.

Your course's particular form of contact will be posted in your student myAU portal approximately 10 days before your course contract start date. The default method of student information delivery is e-Letter. If you have not received your support letter one week before your course start date, or have questions, contact **Learning Services Tutorial** as soon as possible.

Your support will assist you throughout your course either by phone or email. Tutors/academic experts offer subject-matter assistance, engage in scholarly discussion, mark assignments, provide feedback, and help prepare you for your examinations. Never feel reluctant to contact your tutor/academic expert. They are your main link with AU.

You may contact your tutor on the course start date, but not before. You may phone your tutor toll-free from anywhere in Canada or the US during established tutor hours, or you can leave a voicemail or email message at any time.

In case of vacation time, your tutor may not be available for up to 10 days. In case of absences of longer than 10 days, other arrangements will be made for you and you will be notified.

Course materials

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Course fees include all course materials needed for the course. You may be required to purchase additional items such as stationery, binders, calculators, etc. Most courses have required computer components (refer to Computer Requirements in the **Glossary**).

The payment of course registration fees entitles you to receive most of your individualized study course materials. Course materials include, but are not limited to, textbooks, student manuals, study guides, tutorial assistance where provided, access to online materials and other instructional materials required to complete the course for the period of active registration. **Additional lab fees** may be required for some Faculty of Science and Technology courses. You may be required to pay for additional small items such as binders, calculators, home lab materials, etc.

Some AU courses introduce students to a more specialized course in the same field. These courses often reference the same textbook. Please retain the textbook from the previous course as a duplicate textbook will not be distributed.

Your course package will include various course materials that are identified in the online course syllabus. In some courses, the course materials are available entirely online. In others, the resources may be a combination of offline materials such as a hard copy textbook(s), CDs, and/or DVDs, and the balance of course materials is accessed online. And in others, the entire course materials package is print-based and is mailed or couriered.

Your course materials will arrive before your official start date. If for some reason the materials don't arrive on time, contact Learning Resource Services at AU as soon as possible (1-780-675-6366).

Shipping of print course materials

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In many courses, the course materials are available either online or in print, or a combination of both formats. If a course has print course materials, they will be sent shortly after your course registration has been processed.

Shipping within North America

Students living in Canada will receive their print course materials through Canada Post. Students who live in the U.S. or Mexico will receive their print course materials by courier. Please allow two weeks or longer to receive the material.

Shipping overseas

Various methods are used to ship print course materials overseas. AU's Learning Resource Services department determines the most efficient and appropriate method. If you live overseas, please allow up to one month to receive your course materials. See **Overseas Students' Course Start Dates** above.

Materials Management

- 1-800-788-9041 ext. 6366
- **cmat@athabascau.ca**

Course extensions

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If you are unable to complete your individualized study course during the course contract period, you may apply for and purchase up to three, two-month extensions at Athabasca University. While extensions are available for all undergraduate individualized study students, it could be detrimental for full-time funded students receiving government financial aid to request a course extension. See Extensions for full-time funded students below.

Course extensions apply to individualized study courses only. See further information on grouped study courses, pilot courses, practicum courses, and courses taken via challenge for credit below.

The extension begins on the first day of the month following your course contract end date. How you apply depends on what kind of student you are (full-time funded, or part-time funded and non-funded). See below for further information.

Course extensions do not extend full- or part-time status past the original course contract period for any student. (Full-time funded students receiving financial aid, see below.)

If you fail to complete your course and you do not apply for an extension by the required deadline, you will receive a grade of F (Failure) for the course. If you wish to obtain credit for the course, you may re-register and pay a fee. Both the original registration and the re-registration will appear on your transcript.

Extensions for non-funded students and part-time funded students

Course extensions for non-funded and part-time funded students can be requested up to the last day of the course contract period. Course extensions for non-funded students and part-time funded students must be requested and purchased online (via your myAU portal using your student ID number to login). **Course Extension Fees** are non-refundable.

Course extensions do not extend full- or part-time status past the original

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course contract period for any student. For example, if a full-time non-funded student took 4 courses or more starting in the same month and applied for extensions for any or all courses, the full-time status would still only be for the original 6-month course contract period.

- **myAU**
- **Extension fee**

Extensions for full-time funded students

Course extensions for full-time funded students receiving government financial aid can be requested up to 30 days before the course contract end date.

Full-time funded students are restricted by shorter time limits than part-time funded students or non-funded students. If you are a full-time funded student and want to request an extension, you must contact the Student Awards and Financial Aid Unit of the Office of the Registrar. Extensions to full-time funded students' courses will affect the full-time eligibility for funding for current and future funding terms. If you are granted an extension, your full-time status will not be extended and your current or future funding eligibility will not be guaranteed. For example, if a full-time funded student took 4 courses or more starting in the same month and applied for extensions for any or all courses, their full-time status would still only be for the original 4-month course contract period. It is important to note: this will negatively affect your funding.

Full-time funded students cannot request an extension online and must complete a paper form and pay by e-transfer or by credit card. Send completed forms to **sfa@athabascau.ca**. **Course Extension Fees** are non-refundable.

- **Extension Request Form**
- **Extension fee**

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Students in grouped study, pilot courses, or challenge for credit process

Students who are registered in grouped study courses or the Challenge for Credit process are not eligible to extend their original course contract period.

Students registered in a pilot course must refer to the course syllabus to determine whether course extensions are available for that course.

Students in practicum courses

Nursing Practicums: Course extensions are not allowed.

Psychology Practicums: Course extensions are allowed in Psychology practicums, but must be negotiated with the Course Coordinator and the practicum site.

Heritage Resources Management Practicums: Course extensions are allowed and follow the same process as any other six-credit course extension.

Course withdrawal

You may withdraw from an individualized study course at any time within the

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course contract period, except in the following cases:

- after your course contract end date,
- once the final examination has been written (or if all course work has been submitted for marking, for courses that do not have a final exam requirement), or
- during disciplinary proceedings.

If at the conclusion of the proceedings, it has been decided not to proceed with a charge of Student Academic Misconduct or Non-Academic Misconduct and the student wishes to withdraw from a course or program, the withdrawal may be backdated to the date the proceedings were initiated, at the request of the student. In instances of disciplinary proceedings, withdrawal requests will only be accepted and processed as allowed under the Student Academic Misconduct Policy and the Non-Academic Misconduct Policy.

Refunds and returns

Students are responsible for the cost of returning any course materials to Athabasca University. See **Refunds** for further information.

Course withdrawal for general students

Withdrawal timeframes have an impact on your academic record. If you withdraw:

1. **prior to and up to 30 days after the course contract start date:** The course will not appear on your transcript and you are eligible for a refund of course fees paid, less the Course Withdrawal Processing Fee, the Students' Union Fee, and the

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Course Materials Fee (unless the materials are returned as per the Course Materials Returns and Refund Policy).

2. **after 30 days and on or before the course contract end date:** Your transcript will indicate a “W” (Withdrawal) and credit will not be awarded for the course. No refunds will be given.
3. **after the course contract end date:** You cannot withdraw after the course contract end date. If no course work has been completed, a grade of “F” (Failure) will be assigned and recorded on the transcript. No refunds will be given.

Withdrawal requests should be submitted online via the **myAU** portal, except for withdrawals from nursing practicum courses and health administration practicum courses.

Course withdrawal for Nursing students

Information effective after Jan. 1, 2025.

Withdrawal from nursing professional practice (clinical) courses

Students in a nursing professional practice (clinical) course (such as NURS 401, NURS 437, or NURS 441) may be permitted to withdraw during the theory component of the course. Withdrawal requests during the clinical placement are not permitted unless approved by the Faculty of Health Disciplines, Program Director, Undergraduate Programs. Students must first discuss the reason for requesting the withdrawal with the BN Clinical Lead. The BN Clinical Lead will consult with the Program Director and will notify the student in writing of the outcome of the request. If students in

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a nursing professional practice (clinical) course withdraw:

1. **prior to the first scheduled clinical day:** The transcript will indicate "W" (Withdrawal) and credit will not be awarded for the course.
2. **on or after the first clinical day:** A grade of "U" (Failure in a pass/fail grade mode) will be assigned and recorded on the transcript.

No refunds will be given after students have registered in a nursing professional practice (clinical) course.

Withdrawal from paced online study nursing courses

Students in paced online nursing courses (such as NURS 250 or NURS 435) may be permitted to withdraw before the first evaluation activity is graded/returned. Withdrawal requests after the first evaluation activity has been graded/returned are not permitted, unless approved by the Program Director, Undergraduate Programs, Faculty of Health Disciplines. If students in a paced online nursing course withdraw:

1. **prior to the first evaluation activity being graded**: The transcript will indicate a "W" (Withdrawal) and credit will not be awarded for the course.
2. **after the first evaluation activity has been graded**:
    a. a grade of "F" (Failure) will be assigned for paced online study nursing courses (e.g. NURS 250) and recorded on the transcript, or
    b. "U" (Failure in a pass/fail grade mode) will be assigned for paced online study nursing courses that are pass/fail (e.g. NURS 435) and recorded on the transcript.

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No refunds will be given after students have registered in a paced online nursing course.

Course withdrawal for Health Administration students

Students in University Diploma in Health Administration or Bachelor of Health Administration practicum courses are allowed to withdraw during the placement proposal component of their course provided they have not started their field placement. Normally, no refunds will be given after students have registered in a health administration practicum course. Withdrawal requests during the field placement are not allowed unless approved by the Program Director, Health Administration. If students in a health administration practicum course withdraw:

1. **prior to the first scheduled field placement day:** Your transcript will indicate "W" (Withdrawal) and no credit will be awarded for the course. No refunds will be given.
2. **on or after the first field placement day:** You must first discuss your withdrawal request with the Program Director, Health Administration. If the withdrawal is accepted, typically a grade of "F" (Failure) will be assigned and noted on the transcript and no credit will be awarded for the course. No refunds will be given.

Health Administration Practicum students must submit the Course Withdrawal Request Form to the Program Director, Health Administration, and discuss the reason for requesting the withdrawal. The Program Director will notify the student in writing of the registration status and grade to be assigned.

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Re-registration

At Athabasca University, students are permitted one registration and one re-registration in each course. You may re-register in an undergraduate course provided you are eligible to register in the current revision of the course. You cannot re-register in a course that has been temporarily or permanently closed.

In order to carry forward any completed coursework and examination results in a course, you must first obtain written approval from the course professor/course coordinator prior to the course contract start date. Approval to carry forward completed course work and examination results is at the discretion of the Course Coordinator. Coursework and examination results can only be carried forward if they have been completed in the same revision of the course.

Re-registration procedures

1. The re-registration must be in the current revision of the course. Contact AU and determine whether the current revision of the course has changed since your original registration. If the current revision has changed from your original registration, you will be required to pay the course materials fee. If the revision hasn't changed, you will not be charged the course materials fee.
2. Complete the undergraduate **course registration process.**

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Appeals

All appeals related to undergraduate individualized study courses must be made using the **Office of the Registrar Online Appeals Form** . The Appeals Officer, designated by the Registrar, has the final decision-making authority on all appeals.

All decisions will be communicated in writing to the Appellant.

For further information on appeals and the appeals process, please review **our website**.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated February 06, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Grouped study courses

Grouped study courses are those courses taken by students together in either a classroom (usually at a collaborating institution) or in an online environment with common deadlines for completion of course activities. Students progress through the course at the same pace. Because grouped study courses follow a set time frame, extensions are not allowed.

Not all courses identified as grouped study in the syllabi are available every year. It is important that you check to confirm the course is available at a specific location.

To determine whether there is a grouped study course available to you, or for more information about partnership courses, degrees, and transfer credit, please refer to the following websites:

- **Academic Partnership Delivery**
- **Available grouped study courses**

Registration process

Once you are admitted to AU and you have received your student ID number, you may register in courses. When you have selected a grouped study course, ensure that it is available in grouped study, by viewing the available delivery modes in the online course syllabus, or by visiting the **Classroom-based Study**

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(Grouped Study) page. Also ensure you have the required prerequisites.

You will register in person at the partner institution that offers the AU course or use the grouped study course registration form specific to the institution at which the course is being offered.

Registration deadlines

Year-round registration is not available for grouped study courses. Because of scheduling restrictions, the courses are generally offered at selected sites and times. Course availability is dependent upon the number of registrations. Courses offered at another institution may have different fees and regulations. Please consult the collaborating institution that offers the course.

Course contract period / dates

Each grouped study course has a specific course contract start date and end date. The contract period is usually 2, 4, or 6 months in length and is determined before the beginning of the course. The exam date is shared with students within the first week of classes. Course extensions are not available for grouped study courses.

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Course materials

The payment of course registration fees entitles you to receive most of your grouped study course materials. Course materials include, but are not limited to, textbooks, student manuals, study guides, instructor assistance where provided, access to online materials and other instructional materials required to complete the course for the period of active registration. Additional lab fees may be required for some Faculty of Science courses. You may be required to pay for additional small items such as binders, calculators, home lab materials and so on.

Some AU courses introduce students to a more specialized course in the same field. These courses often reference the same textbook. Please retain the textbook from the previous course as a duplicate textbook will not be distributed.

Your course package will include various course materials that are identified in the online course syllabus. In some courses, the course materials are available entirely online. In others, the resources may be a combination of offline materials such as hard copy textbook(s), CDs, and/or DVDs, and the balance of the course is accessed online. And in others, the entire course materials package is print-based and in provided to grouped study students on the first day of class.

Course withdrawal

You may withdraw from a grouped study course before your course contract period expires, except in the following cases:

- after your contract end date,
- once the final exam has been written (or if all course work has been

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submitted for marking, for courses that do not have a final exam requirement), or

- during disciplinary proceedings.

If that the conclusion of the proceedings it has been decided not to proceed with a charge of Academic Misconduct or Non-Academic Misconduct, and the student wishes to withdraw from a course or program, the withdrawal may be backdated to the date the proceedings were initiated, at the request of the student. In instances of disciplinary proceedings, withdrawal requests will only be accepted and processed as allowed under the Student Academic Misconduct Policy and the Non-Academic Misconduct Policy.

Course withdrawal for general students

Withdrawal time frames have an impact on your academic record. If you withdraw:

1. **prior to and up to 15 days after the course contract start date:** The course will not appear on the transcript. You will receive a refund of course fees paid, less the Course Withdrawal Processing Fee and the Course Materials Fee (unless the materials are returned as per the **Course Materials Returns and Refund Policy**).
2. **after 15 days and on or before the course contract end date:** Your transcript will indicate a “W” (Withdrawal) and credit will not be awarded for the course. No refunds will be given.
3. **after the course contract end date:** You cannot withdraw after the course contract end date. If no course work has

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been completed, a grade of “F” (Failure) will be assigned and recorded on the transcript. No refunds will be given.

All requests to withdraw from a grouped study course must be made by completing and submitting Grouped Study Course Withdrawal Request Form in writing to the Office of the Registrar.

The date you withdraw from your course will be the postmark on the envelope, the date the **emailed** submission is received, or the University date stamp if faxed (780.675.6174).

- **Course Withdrawal Request Form: Grouped Study**

Course withdrawal for nursing students

Students in a Nursing Practicum course are allowed to withdraw during the theory component of their professional practice course provided they have not started their clinical placement. Normally no refunds will be given to students for Nursing Practicum courses. Withdrawal requests during the clinical placement are not allowed unless approved by the Faculty of Health Disciplines Program Director, Undergraduate Programs.

1. **prior to the first scheduled clinical day:** Your transcript will indicate "W" (Withdrawal) and no credit will be awarded for the course. No refunds will be given.
2. **on or after the first clinical day:** You must first discuss your withdrawal request with the Program Director, Undergraduate Programs. If the withdrawal request is accepted, typically a grade of "U" (Fail in a pass/fail grade mode) will be assigned and noted on the transcript and no

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credit will be awarded for the course. No refunds will be given.

Students must submit the Grouped Study Course Withdrawal Request Form to the Faculty of Health Disciplines Program Director, Undergraduate Programs, and discuss the reasons for requesting the withdrawal.

The Program Director will notify the student in writing of the centre's decision regarding the registration status and grade to be assigned.

Re-registration

At Athabasca University, students are permitted one registration and one re-registration in each course. You may re-register in an undergraduate course provided you are eligible to register in the current revision of the course and that you have not previously re-registered in the course. You cannot re-register in a course that has been temporarily or permanently closed.

Students in grouped study courses cannot carry forward coursework when they are re-registering.

Re-registration procedures

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1. You must re-register in the current revision of the course. Contact AU and determine whether the current revision of the course has changed since your original registration. If the current revision has changed from your original registration, you will be required to pay the course materials fee.
2. Complete the undergraduate course registration process using one of the following methods:
   a. **online** (also available via print **PDF**)
   b. complete and submit the Undergraduate Course Registration Form. Fax: 1.780.675.6174 or **mail** .

Appeals

All appeals to undergraduate course withdrawals and refunds must be made using the **Office of the Registrar Online Appeals Form** . The Appeals Officer, designated by the Registrar, has the final decision-making authority on all appeals to this policy.

If the Appeals Officer has received an appeal in error, it will be redirected accordingly. All decisions will be communicated in writing to the appellant.

For further information on appeals and the appeals process, please review **our website**.

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Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Challenge for credit

The challenge for credit process allows you to demonstrate that you are proficient in the subject matter of a specific AU course without having to complete the entire course. Using a predetermined process, this option allows you to challenge courses based on your knowledge of the course content. Not all courses are available for challenge—the **course syllabus** states whether a course is available for challenge or not and will list the evaluation criteria for the challenge.

Courses are available for challenge unless they are granted non-challenge status. Non challenge status is granted by the Provost and Vice President, Academic (or designate) upon recommendation from the appropriate faculty member and confirmation from the appropriate Dean. The course syllabus indicates whether or not a course is available for challenge.

Courses unavailable for challenge

Students may not request to challenge AU courses:

- for which they have already received transfer credit as a direct AU course designation;
- for which they have received a “Do Not Register” designation;

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- for which an exemption has been granted;
- which they have already successfully completed at AU;
- for which they have received credit through Undergraduate Prior Learning Assessment and Recognition (PLAR);
- for which they have received a failing grade; or
- which are at the preparatory (100) level.

Courses that are closed to registration are also considered closed for challenge for credit.

Not all post-secondary institutions recognize the challenge for credit process. If you are a visiting student, find out first whether your home institution will accept credit obtained by challenge prior to registration.

Commencing on January 1, 2012 and later (term 201201), any courses taken via the challenge for credit process will not meet AU residency requirements.

Some important facts regarding challenging a course:

- Any AU student shall be entitled to initiate a challenge for credit request for a challengeable course regardless of their program of study and regardless of whether the course being challenged is applicable to their program of study.
- There are no provisions to withdraw (cancel) from or extend

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the challenge for credit process.

- The Course Coordinator determines the components of evaluation for the challenge for credit process, noted on the challenge evaluation section of the course syllabus.
- If the challenge involves an examination, you may write only once. (See **Challenge for Credit Examinations** for more information.) There are no provisions to write a supplemental or multiple examinations.
- You must complete the challenge for credit process within three months. Challenge for credit course contracts start on the first day of the month and extend for three months.
- In some challenge for credit processes, you must complete the assignments within six weeks of receiving the material.
- Prerequisites must be satisfied unless the Course Coordinator waives them. Waiving of a prerequisite does not award credit for the prerequisite. After completing a challenge for credit process successfully, you may not challenge a prerequisite to that challenge.
- Tutor support is not available during a challenge.
- Course materials for Challenge for Credit can be purchased from Materials Management or can be purchased separately. (see following section for more information.)
- You have one opportunity to challenge a course. If you are not satisfied with your mark, do not complete, or you fail your challenge for credit process, you are not permitted to challenge the material a second time. You must register in the regular version of the course.
- If you do not complete, or you fail the challenge for credit process, you will be assigned a system grade of F 33 days

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after the challenge end date.

- Funding for courses taken via the challenge for credit process is not available through student financial aid.

Challenge assessment may include any one or combination of the following:

- Completion of assignments, projects, reports, etc.;
- A written examination;
- An oral or practical assignment; and/or,
- Any other means considered appropriate by the faculty member and approved by the relevant Chair.

Assessment instructions designed for challenge for credit processes may be, where appropriate:

- Constructed solely for the purposes of challenge for credit;
- Appropriately course-wide in content; and,
- Not normally dependent on a specific set of textbooks, with the exception of primary sources or other classically regarded sources that are deemed irreplaceable by the faculty member.

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Challenge for credit registration

Determine your subject-matter knowledge, if the course is available for challenge, and the method of challenge evaluation by reviewing the online **syllabus**. If you are interested in purchasing Course Materials, if they are provided, see Course Materials below.

You must receive permission to challenge the course. Check with the appropriate faculty member or designate to ensure you have completed the prerequisites, discuss your level of skill and knowledge required for the course, and secure their approval in writing, by email or letter. Faculty contact information may be found **online**.

Registration procedures

If you haven't done so already, complete and submit the Undergraduate General Application Form accompanied by the appropriate fee.

Complete and submit the Undergraduate Challenge for Credit Registration Form accompanied by the appropriate fee. You must register for the challenge and receive permission to challenge before the tenth day of the month in order to start your challenge on the first day of the following month. The Office of the Registrar will process a completed Undergraduate

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Challenge for Credit Registration Form received by 4:30 p.m. MT on the tenth day of the month. Remember to consider postal, courier, and processing times when a particular start date is desired.

For challenges that require the completion of an exam, students must request the exam within the **guidelines** for making individualized study course examination requests. No supplemental exams are permitted.

- **Undergraduate Courses**
- **examunit@athabascau.ca**
- **Undergraduate General Application Form**
- **Undergraduate Challenge for Credit Course Registration Form**
- **Information about Invigilators**
- **Courier Recovery Fees**

Course materials

Students registering for challenge for credit will have access to hard copy course materials, limited to textbooks and readings, available for purchase at full cost. Challenge students will receive no tutor or faculty member support. Any fees assessed for course materials are not refundable.

Note: Students will not be provided access to the online individualized course

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site, the student manual, eTextbooks, or course study guide for a course taken via the challenge for credit process. If an eTextbook is offered for the course and the student wants it, the eText must be purchased from the publisher or a third-party vendor.

- **Undergraduate Challenge for Credit Registration Form**

Procedures for obtaining course materials

Students may purchase the associated print course materials, limited to bound textbooks and print readings as follows:

- by contacting AU's Learning Resource Services via email at **cmat@athabascau.ca**. All materials will be charged at full cost (defined as AU's full purchase cost, plus shipping, plus a 20 per cent handling fee) or;
- by accessing the list of materials from the **course syllabus** and sourcing the materials via a book store, online book retailer, or other means.

Challenge for Credit exams

When the challenge for credit process involves an invigilated examination refer to the individualized study course **exam request** process, except in the case of Supplemental Exams. Supplemental Examinations are not allowed in the challenge for credit process.

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- Examination Invigilation Network
- Unwritten/Multiple Examinations

Challenge for credit grades and appeals

Courses taken via the challenge for credit process are recorded as CH (courses taken via challenge) on your transcript. The evaluation schemes for courses taken via the challenge for credit process can be viewed in the course syllabus.

You have one opportunity to challenge a course and all requirements stipulated for a challenge for credit attempt must be completed to obtain credit. If you do not successfully complete, or you fail the course taken via the challenge for credit process, you are not permitted to challenge the course a second time. If you do not successfully complete the requirements of the course taken via the challenge for credit process you will be assigned a grade of “F” (failure). You must instead register in the full course and complete it successfully in order to receive credit.

The course grade acquired through completion of the challenge for credit process will be included in the student’s GPA calculation for the purposes of satisfying continuation or graduation requirements, scholarships and awards (with the exception of AU course awards), except for challenge courses graded using pass/fail grades.

Challenge for credit courses shall be graded in a manner deemed appropriate at the time of the course creation by the faculty member responsible for the course, with either a pass/fail or letter grade. The minimum passing grade is a “D” unless the course, as outline in the course syllabus, requires a course grade higher than “D” for successful completion of the course.

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All challenge for credit grade appeals are subject to an appeals process described in Athabasca University's **Student Code of Conduct and Right to Appeal Regulations**.

- **Undergraduate courses**
- **Grading policy**

Appeals

The decision of the faculty member, or designate, to grant or withhold permission to challenge a course for credit is final.

All appeals to challenge for credit must be made to the Appeals Officer by using the **Office of the Registrar Online Appeals Form** . If the Student Appeals Officer has received an appeal in error, it will be redirected accordingly. All decisions will be communicated in writing to the Appellant.

The Appeals Officer has final decision making authority on all appeals.

For further information on appeals and the appeals process, please review **our website**.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Evaluations and transfer credit

In general, Athabasca University will review your previous post-secondary education toward your credential. A one-time **Evaluation Fee** will be charged for this service. Please note this fee is non-refundable once an evaluation has been completed. For detailed information regarding the awarding of transfer credit please refer to the **Undergraduate Transfer Credit Policy** .

AU has articulated courses and programs from more than 240 institutions and organizations. These decisions can be searched on our **online database** .

Non-Canadian students who will be presenting international credentials for possible transfer credit to an AU program must refer to **Foreign Transcript Evaluation**.

Staledating: transfer credit time limits

Usually, courses will be considered for transfer credit regardless of when they were completed. There are some exceptions.

Different programs have different transfer credit time limits on courses. See your program regulations for details on your program's specific staledating timelines.

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To discuss staledating rules for your program, please speak to a student advisor.

Transfer credit procedures

New program students

If you are a new student and wish to apply to an AU program, you must enrol in a specific program by completing the online Undergraduate General Application Form, and submit the one time, non-refundable application fee. (Students with transcripts from countries other than Canada or the US, choose Foreign Transcript Evaluations tab below for more information)

Undergraduate General Application Form

Fees

Transcripts

Arrange to have official transcripts of your previous education—directly from each institution that you formerly attended—sent directly to AU, Enrolment Services, Office of the Registrar. Official transcripts will be accepted directly from the institution by email or mail. AU will evaluate all post-secondary course work completed within Canada and the United States. In some cases, additional supporting documentation may also be required in order to begin the evaluation.

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Documents received in support of an application for admission become the property of AU. Copies of your foreign documents submitted may be sent to you upon request (please notify Enrolment Services).

Effective November 5, 2018, students requesting a transfer credit evaluation are responsible for providing recently issued official transcript(s) to the Enrolment Services Unit. These documents will be retained for 3 years.

International Assessment Services (e.g. IQAS, WES, etc.) documents are requested as required and will be retained indefinitely.

Questions regarding sending AU transcripts can be forwarded to: **enrol@athabascau.ca**.

Mailing address:

Athabasca University
Enrolment Services
Office of the Registrar
1 University Drive
Athabasca, AB T9S 3A3

Course outlines/syllabi

This information will be of use to students who want to have unassigned credit changed to direct equivalency credit, as well as to students who wish to have courses evaluated which have not been granted transfer credit.

For either of the above type cases, the student must present detailed course outlines (syllabi)* to Transfer Credit Services, Office of the Registrar. Calendar descriptions will not suffice.

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The information in the detailed course outlines should include:

- Institution name
- Course name, number, and year completed
- A statement of the course objectives
- A detailed outline for the course
- The number of weeks of duration
- Hours per week of lecture (laboratory/tutorial/seminar/studio work)
- The method of evaluation and grading
- The textbooks used
- Content of assignments and assignment weighing
- Credential of instructor(s)
- Course title of prerequisite or corequisite courses (if any)
- Credit value

Some departments or faculties may require students to provide copies of examinations and/or assignments. When this information is received, it will be reviewed by the appropriate department. You will be notified of the results in writing.

* Course outlines for courses other than language courses must be presented in English. If the course was taken in a language other than English, the original outline must be presented with the translated version.

Questions regarding detailed course outlines can be directed to: **eval@athabascau.ca**.

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Unclassified/visiting students

If you are an unclassified/visiting or inactive student and you would like to enrol in an AU program, log into your myAU account and complete and submit the online Change of Program form. You will be required to submit the evaluation fee if you have not done so previously, but as a previously admitted student you are not required to resubmit the general application fee again.

Undergraduate General Application Form

Transcripts

Arrange to have official transcripts of your previous education—directly from each institution that you formerly attended—sent directly to AU, Enrolment Services, Office of the Registrar. Official transcripts will be accepted directly from the institution by email or mail. AU will evaluate all post-secondary course work completed within Canada and the United States. In some cases, additional supporting documentation may also be required in order to begin the evaluation.

Documents received in support of an application for admission become the property of AU. Copies of your foreign documents submitted may be sent to you upon request (please notify Enrolment Services).

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Questions regarding sending AU transcripts can be forwarded to: **enrol@athabascau.ca**.

Mailing address:

Athabasca University
Enrolment Services
Office of the Registrar
1 University Drive
Athabasca, AB T9S 3A3

Course outlines/syllabi

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For either of the above type cases, the student must present detailed course outlines (syllabi)* to Transfer Credit Services, Office of the Registrar. Calendar descriptions will not suffice.

The information in the detailed course outlines should include:

- Institution name
- Course name, number, and year completed
- A statement of the course objectives
- A detailed outline for the course

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- The number of weeks of duration
- Hours per week of lecture (laboratory/tutorial/seminar/studio work)
- The method of evaluation and grading
- The textbooks used
- Content of assignments and assignment weighing
- Credential of instructor(s)
- Course title of prerequisite or corequisite courses (if any)
- Credit value

Some departments or faculties may require students to provide copies of examinations and/or assignments. When this information is received, it will be reviewed by the appropriate department. You will be notified of the results in writing.

* Course outlines for courses other than language courses must be presented in English. If the course was taken in a language other than English, the original outline must be presented with the translated version.

Questions regarding detailed course outlines can be directed to: **eval@athabascau.ca**.

Foreign transcript evaluations

Students presenting non-Canadian/non-United States credentials for possible transfer credit to an AU program must obtain an

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evaluation of post-secondary course work from an international assessment agency, for example, the International Qualifications Assessment Service (**IQAS**). The credential assessment agency will assess each student's international educational documents and compare them to educational credentials in Canada.

All assessments, regardless of the agency used, must be completed using original documents or certified copies—official documents issued directly from the sending institution are preferred. AU only accepts detailed course-by-course assessments. Students must also submit copies of all foreign transcripts used in the assessment to AU. Please note AU reserves the right to request that official documents be sent directly from the institution to AU.

If you elect not to use an assessment agency, you may not obtain any transfer credit for your course work towards an AU program.

There are a number of other foreign credential evaluating services whose assessments may be accepted. In Canada, refer to the **Alliance of Credential Evaluation Services of Canada**.

AU can also accept assessments from the U.S. from members of the **National Association of Credential Evaluation Services** (NACES) or the **American Association of Collegiate Registrars and Admissions Officers Foreign Education Credential Service** (AACRAO).

While you wait

Evaluations take time. When Transfer Credit Services receives all the transcripts, supporting documents, and required fees, your evaluation request enters a

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queue. It can take from 4 to 8 weeks to complete your evaluation. If additional information is required, or AU is experiencing high volumes of requests, it may take longer. In addition to official transcripts, supporting documentation, such as course and program descriptions, may be required from the sending institution. Failure to provide this information when it is requested will impede the evaluation process. When the evaluation is complete, you will be notified by email that your transfer credit has been awarded and more information on how it applies to your program of study.

Current timeline for evaluation completion

Current processing time: **4 weeks**

Course registration while waiting for evaluation completion

While you wait for your evaluation of previous education to be completed, you may register in courses, but it is not recommended. If your course duplicates course work already completed, you can only receive credit for one of the courses. AU cannot confirm any course will meet your credential regulations until your evaluation is complete.

Course selection assistance may be obtained from an AU **Advising Services** .

Notification of evaluation

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Once your evaluation is complete, Transfer Credit Services will notify you by email that your assessment is completed and tell you where you can access the results. Examine the transfer credit awarded closely and see how it has been applied to your program of study.

If you have questions resulting from the evaluation or as to why a course did not receive transfer credit, contact **Transfer Credit Services** immediately.

If you require assistance with program planning and choosing courses, please contact a **student advisor** .

Transferring AU courses to another institution

Generally, AU courses are transferable to other Canadian degree-granting institutions.

Provincial transfer guides

Students wishing to transfer courses or programs to another institution should refer to the Alberta Transfer Guide, which lists all

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courses and program transfer agreements between post-secondary institutions in Alberta, the Northwest Territories, and Nunavut. Students wishing to transfer credit for courses or programs to British Columbia post-secondary institutions should refer to the British Columbia Transfer Guide. These guides and other transfer information are available online or by contacting:

Alberta Council on Admission and Transfer
11th Floor, Commerce Place
10155 - 102 Street
Edmonton, AB
T5J 4L5
Phone: 780.422.9021 or 310.0000 toll-free
Email: **acat@gov.ab.ca**

Alberta Transfer Guide

British Columbia Council on Admission and Transfer
709 – 555 Seymour Street
Vancouver, BC
V6B 3H6
Phone: 604.412.7700
Fax: 604.683.0576
Email: **bctransferguide@bccat.ca**

British Columbia Transfer Guide

AU is unable to advise you on which of its courses would transfer into a program at another institution. The decision to accept courses for transferability lies exclusively with the home institution.

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If you are in a program at another post-secondary institution and wish to take an AU course, you are advised to obtain a Letter of Permission from your home institution before taking the AU course. If you do not obtain permission you might not receive credit for the course at your home institution.

Junior-level course requirements superseded by a senior-level course

When a junior-level course is a prerequisite to a senior-level course in the same subject and both courses are required in a student's program of study, the student may be exempt from completing the junior-level course upon the successful completion of the more advanced, senior-level course. In the case of an exception, the student must complete a replacement course at the same or higher level of an equal credit weight in the same area or discipline, in lieu of the prerequisite course.

Exemptions must receive approval by the Program Director, and may be granted at the time of the transfer credit evaluation or upon written request. Please contact a program advisor to discuss this exemption.

Appeals

Students can appeal a transfer credit decision by following details in the **Student Code of Conduct and Right to Appeal Regulations**.

For further information on appeals and the appeals process, please review **our website**.

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Prior Learning Assessment and Recognition

Prior Learning Assessment and Recognition (PLAR) allows you to demonstrate the university-level knowledge that you have gained informally through work or life experiences. By preparing a detailed portfolio or e-portfolio for assessment, you may receive up to a maximum amount of credit within your AU program.

You will be asked to submit your PLAR application and PLAR **fee** after you have been assigned to a mentor.

Contact the Centre for Learning Accreditation for information or visit the Prior Learning Assessment and Recognition **website**.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Letter of Permission

A Letter of Permission (LOP) is a document that states that a post secondary institution will allow the course be transferred in. It is issued by the post-secondary institution the student is enrolled in a program at. The Letter of Permission is a means of tracking the courses you take at other institutions. The letter also indicates to the external institution that you are a visiting student and provides you information regarding the transfer credit that will be awarded for external courses. While most students who submit a LOP would like the requested course(s) fit as a substitution into their program regulations, receiving the letter does not guarantee the course will fit.

There are two types of Letter of Permission: **Outgoing** and **Incoming**.

Outgoing Letter of Permission

Athabasca University program students request an LOP from Athabasca University asking permission to use an external course as transfer credit by filling out this form: **Letter of Permission Request Form.**

Outgoing: Before you register

Before you register in courses for credit at another post-secondary institution towards your Athabasca University (AU) credential, you

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must request a Letter of Permission (LOP) from Transfer Credit Services, Office of the Registrar. For assistance in selecting courses that will meet your program requirements, please work with an advisor.

Once a decision has been made on your LOP request, a letter will be sent to the external institution noted in your request and one to you indicating the transfer credit equivalencies. Please check your program carefully to ensure the proposed transfer credit fits into your credential before registering in them. The transfer credit equivalencies on your LOP is for the course indicated and does not take into consideration the program you are enrolled in, it may or may not fit within your credential regulations. If you need assistance in determining if the credit will fit, contact a student advisor.

The Letter of Permission is valid for 1 year and maintains your active program status if you are not registered in any AU courses at the same time.

Request the Letter of Permission a minimum of 6 weeks before the course registration date. This will allow AU time to process, approve, and forward the letter. There is no fee for this service.

Credit will not be applied to your program if you do not first obtain a Letter of Permission and after course completion make arrangements for an official transcript to be submitted to AU that indicates successful completion of the course(s). This is not an automatic process. You must request transcripts be sent to AU.

- **Letter of Permission form**
- **Advising Services**

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Incoming Letter of Permission: visiting students

Visiting students can request an LOP from their institution asking permission to take an Athabasca University course towards their program.

Incoming: before you register

Visiting students can take courses at Athabasca University (AU) for transfer credit to other post-secondary institutions. Before you register in a course at AU, you are advised to obtain a Letter of Permission from your home institution that indicates it will accept the AU course in your program. This is not a requirement of AU, but may be a requirement of your home institution.

Make sure you are aware of any special considerations that your home institution has related to course completion, course withdrawal, course extensions, supplemental exams, and delivery mode. For example, some institutions require that their students complete the course within specified timelines, will not accept a grade if a supplemental exam has been written, or will not accept a grade if it was taken by Challenge for Credit.

Please note: A transcript will show the courses, term, and final grade only.

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Graduation

AU approves and awards credentials every month, except for the month of June. For consideration to graduate, all students must submit an Application for Graduation to the Office of the Registrar. All requirements for the credential (final grades; including grades for courses on Letter of Permission) must be received and processed by the Office of the Registrar by the 15th of the month in order to be submitted for approval the following month, with the exception of the May graduation date where the deadline is instead April 27 (in 2025).

Example: students who complete all requirements by September 15th will have their names forwarded at the October meeting.

Convocation dates are included in the Calendar **Important Dates** section. Additional information about the convocation ceremonies may be found on the **convocation website** .

Procedures

In order to be considered for graduation please note the following:

- Students must be active in a credential at AU.
- Students are required to return a completed **Application for Graduation** to the Office of the Registrar. All requirements

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for the credential must be in progress or completed before submitting the application.

- Upon receipt of an Application for Graduation, the Office of the Registrar will monitor your progress in AU courses until all final grades are received and advise you by letter that you are eligible to graduate. It is the student's responsibility to submit transcripts for course work completed at other institutions.
- In order to be considered for graduation awards and to be included in the Convocation ceremony program, all final grades, including transcripts for courses completed on Letter of Permission must be received by the **deadline**.
- Your name, as it is recorded on your student academic record, will be displayed on the parchment. If you have recently changed your name, or would like to make changes to what we have recorded on your student file, you must officially notify the Office of the Registrar by completing and submitting the Student **Change of Information form** .
- Parchments will be mailed to the student after the graduation date using the address appearing on the Application for Graduation. If a change of address has been submitted after applying, please contact the Office of the Registrar at **grad-app@athabascau.ca** to update the address on your application.
- Parchments will also be sent to **MyCreds.ca™** for students at no charge and will be available in the MyCreds portal for sharing or downloading.
- Students will be required to reapply to graduate if at any time they become inactive or are not in enough courses to complete the requirements of the credential.
- Students must arrange to settle all outstanding accounts with

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AU (monies owing, return of library materials, etc.).

Parchment replacement

AU reissues parchments that are lost or stolen, have been damaged, which reflect a change of name, or for professional display purposes. You are required to complete and submit a **Parchment Replacement/Duplication Request Form** and **fee**.

Students requesting to replace a parchment that has been lost, stolen, or damaged, or who wish a second parchment for display purposes, are required to sign and date a declaration.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated February 20, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Programs

We encourage you to explore our wide variety of programs and courses. Below you can find all Athabasca University's policy and regulations regarding these programs.

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Degree programs

Undergraduate degrees normally take three to five years to complete. Students pursuing an undergraduate degree are called undergraduate students. Click here to see Athabasca University's wide selection of Undergraduate degrees.

Certificate of completion

Athabasca University offers a Certificate of Completion for the English Language Proficiency Program. This is not an undergraduate program and is intended to help prepare students, particularly those who are not native English speakers.

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University certificates

University certificates provide interim qualifications in a specific subject area. Certificates are designed for students without prior undergraduate or graduate degrees in that area.

University diploma

The University Diploma is designed for students who wish to obtain an intermediate credential that provides a grounding in the skills required of university studies. It is also the foundation for further studies. Click here to see more information on the University Diploma in Arts.

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Post-baccalaureate certificate

Click here to see more information on the Post Baccalaureate Certificate in Inclusive Education.

Archive programs

Looking for a past program? Click here to find the archive of previous undergraduate programs.

Information effective Sept. 1, 2023 to Aug. 31, 2024.

Updated February 05, 2024 by Office of the Registrar (calendar@athabascau.ca)

Ask AU

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Degree subjects

When you are ready to enrol in a program, complete and submit the **Undergraduate General Application Form** to Athabasca University.

Arts	Arts consists of many subjects, including: English, History, Psychology, and Women's and Gender Studies. Click this box to see all the arts degrees.
Commerce	Bachelor of Commerce includes majors in: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing. Click this box to see all the commerce degrees.

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General Studies

General studies only offers the Bachelor of General Studies. It is one of the most popular programs at Athabasca University and provides the framework for further studies in arts and science or applied studies designations.

Health administration

Health Administrati consists of the Bachelor of Health Administration with Post Diploma optior The program is designed for healthcare professionals and managers alike. Clic here to see the degree options.

Degrees in human resources include the Bachelor of

The Bachelor of Management program features a

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Human resources	Human Resources and Labour Relations. This is an integrated, multidisciplinary program of courses that examines employment relations within their social, legal, political, and economic contexts.
Management	strong international perspective. A degree in management will better prepare students for the changing business world of today.
Nursing	Au's Bachelor of Nursing has two fundamental programs—Post-RN and Post-LPN Bachelor of Nursing.
Professional arts	Professional Arts degrees include majors in: Communication Studies; Criminal Justice; Governance, Law, and Management; and Human Services. Click here to see the professional arts degrees.

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Science	Degrees in science include Applied Mathematics, Architecture, Computing and Information Systems, Human Science, and much more. Click here for a list of all science degrees.

Updated June 22, 2023 by Office of the Registrar (calendar@athabascau.ca)

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Arts degrees

When you are ready to enrol in a program, complete and submit the **Undergraduate General Application Form** to Athabasca University.

Arts, 3-year

- Bachelor of Arts (3-year) General
- Bachelor of Arts, English Concentration
- Bachelor of Arts, French Concentration
- Bachelor of Arts, History Concentration
- Bachelor of Arts, Psychology Concentration
- Bachelor of Arts, Sociology Concentration

Arts, 4-year

- Bachelor of Arts, Anthropology Major
- Bachelor of Arts, English Major
- Bachelor of Arts, French Major
- Bachelor of Arts, History Major
- Bachelor of Arts, Humanities Major

Bachelor of Arts, Labour Studies Major

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
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- Bachelor of Arts, Political Economy Major
- Bachelor of Arts, Political Science Major
- Bachelor of Arts, Psychology Major
- Bachelor of Arts, Sociology Major
- Bachelor of Arts, Women's and Gender Studies Major

Arts, minors

- Bachelor of Arts, Anthropology Minor
- Bachelor of Arts, Canadian Studies Minor
- Bachelor of Arts, English Minor
- Bachelor of Arts, French Minor
- Bachelor of Arts, Global Studies Minor
- Bachelor of Arts, Heritage Resources Management Minor
- Bachelor of Arts, History Minor
- Bachelor of Arts, Humanities Minor
- Bachelor of Arts, Inclusive Education Minor
- Bachelor of Arts, Labour Studies Minor
- Bachelor of Arts, Philosophy Minor
- Bachelor of Arts, Political Economy Minor
- Bachelor of Arts, Political Science Minor
- Bachelor of Arts, Psychology Minor
- Bachelor of Arts, Public Administration Minor

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

- **Bachelor of Arts, Sociology Minor**
- **Bachelor of Arts, Women's and Gender Studies Minor**

Updated June 22, 2023 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Arts (3-year) General

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (3-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (3-year) program is a well-respected credential in Canada and the United States. While the three-year degree program is a highly marketable credential, it is not aimed at providing students with direct access to graduate level studies. Often an additional year of study is required to achieve that academic goal.

Students who are currently enrolled in a Bachelor of Arts (4-year) degree and who wish to transfer to the Bachelor of Arts (3-year) degree program, may find it is not possible to transfer all their completed courses because of degree requirements.

Students may also be interested in the University Diploma in Arts, which is designed for students who wish to obtain an intermediate credential that provides a grounding in the intellectual skills required of university studies. It is also a foundation for further studies in Humanities and Social Science.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that can assist you in making informed decisions about your career options upon graduating.

Enrolment requirements

Students who hold a previous degree must enrol in a Bachelor of Arts (4-year) program and follow the second undergraduate degree requirements. This degree requires a minimum of 60 credits.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students must meet the following English writing skills requirement:

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

Program structure

Total credits in the program	90
Minimum credits required	

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

At the senior (300 or 400) level	54
In the arts (humanities and social science)	66
› **Humanities** › **Social science**	12 12
Science	6
Maximum credits allowed	
In any one discipline	45
Applied studies and/or **Science**	24
At the junior (200) level	36
At the preparatory (100) level	6
At the junior level in one discipline	15
Maximum **Prior Learning Assessment and Recognition** (PLAR) credits	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Arts, English Concentration

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (3-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (3-year) program is a well-respected credential in Canada and the United States. While the three-year degree program is a highly marketable credential, it is not aimed at providing students with direct access to graduate level studies. Often an additional year of study is required to achieve that academic goal.

Students who are currently enrolled in a Bachelor of Arts (4-year) degree and who wish to transfer to the Bachelor of Arts (3-year) degree program, may find it is not possible to transfer all their completed courses because of degree requirements.

Students may also be interested in the University Diploma in Arts, which is designed for students who wish to obtain an intermediate credential that provides a grounding in the intellectual skills required of university studies. It is also a foundation for further studies in Humanities and Social Science.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

English Concentration

As a student in Athabasca University's English program, you will read a wide range of works from diverse genres, countries, and historical periods, and analyze forms, styles, and ideas in terms of a variety of literary theories, from feminist to postcolonial. You will exercise and develop skills in critical thinking, interpretation, and writing.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that can assist you in making informed decisions about your career options upon graduating.

Enrolment requirements

Students who hold a previous degree must enrol in the Bachelor of Arts four-year program and follow the **second undergraduate degree requirements.** This degree requires a minimum of 60 credits.

Program requirements

Students complete the program regulations in effect at the time of their

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

enrolment.

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program structure

Total credits in the program	90
Minimum credits required	
At the senior (300 or 400) level	54
In the concentration	36
Senior-level credits in the concentration	24
In the Arts (Humanities and Social Science)	66
› **Humanities** › **Social science**	12 12
Science	6
Maximum credits allowed	
In any one discipline	45

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Applied studies and/or **Science**	24
At the junior (200) level	36
At the preparatory (100) level	6
At the junior level in one discipline	15
Maximum **Prior Learning Assessment and Recognition** (PLAR) credits	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Additional English Concentration requirements

1. A minimum of 36 credits in English courses including a minimum of 24 senior (300 or 400) level credits.
2. 3 junior (200) level English credits in composition, for example **ENGL 255**.
3. 6 junior (200) level **English** credits in literary genres, for example **ENGL 211** and **ENGL 212**.
4. 3 senior (300/400) level English credits in literary theory, for example **ENGL 316** and **ENGL 423**.

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5. 3 senior (300/400) level English credits in Indigenous literature, for example, **ENGL 308**.

Electives

Select 21 credits from any courses labelled ENGL, except all 100-level English courses. English courses at the 100 level will not count towards the concentration in English.

Recommendations

To achieve a balanced concentration in English, students should select courses in British, Canadian, and American literature, within a range of genres and historical periods, as well as courses in topics that are global, non-canonical, or otherwise representative of marginalized or minoritized communities.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Estimated program fees

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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and the online version, the online Calendar will be binding.

Bachelor of Arts, French Concentration

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (3-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (3-year) program is a well-respected credential in Canada and the United States. While the three-year degree program is a highly marketable credential, it is not aimed at providing students with direct access to graduate level studies. Often an additional year of study is required to achieve that academic goal.

Students who are currently enrolled in a Bachelor of Arts (4-year) degree and who wish to transfer to the Bachelor of Arts (3-year) degree program, may find it is not possible to transfer all their completed courses because of degree requirements.

Students may also be interested in the University Diploma in Arts, which is designed for students who wish to obtain an intermediate credential that provides a grounding in the intellectual skills required of university studies. It is also a foundation for further studies in Humanities and Social Science.

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French Concentration

As a graduate of Athabasca University's French program, you will attain a sufficient degree of competence in oral and written French to communicate effectively. The courses in the program foster an awareness of the linguistic and cultural differences between French and English. Upon completion of the program, you will be able to read and analyze texts in French, write critical essays and have an understanding of the stylistic differences between the two languages.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that can assist you in making informed decisions about your career options upon graduating.

Enrolment requirements

Students who hold a previous degree must enrol in the Bachelor of Arts (4-year) program and follow the **second undergraduate degree requirements.** This degree requires a minimum of 60 credits.

Program requirements

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year**

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program Policy

Program structure

Total credits in the program	90
Minimum credits required	
At the senior (300 or 400) level	54
In the concentration	36
Senior-level credits in the concentration	24
In the Arts (Humanities and Social Science)	66
› Humanities › Social science	12 12
Science	6
Maximum credits allowed	
In any one discipline	45

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Applied studies and/or **Science**	24
At the junior (200) level	36
At the preparatory (100) level	6
At the junior level in one discipline	15
Maximum **Prior Learning Assessment and Recognition** (PLAR) credits	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Additional French Concentration requirements

1.
A minimum of 36 credits in concentration courses including a minimum of 24 credits at the senior (300 or 400) level.
2.

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6 junior (200) level credits in the following designated French Concentration courses:	
FREN 200 – First-Year University French I	(3)
FREN 201 – First-Year University French II	(3)

3.	
FREN 362 – Second Year University French	(6)

4.	
FREN 358 – Initiation à la littérature d'expression française I*	(3)

* It is recommended that students take FREN 358 before taking other literature courses in the French program as it provides a foundation for the study of French literature.

5.	
FREN 374 – Littérature québécoise	(6)

6.
A minimum of 15 credits in the following designated French concentration elective courses:

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All **FREN** courses except FREN 100* and FREN 101*.

* FREN 100 and FREN 101 may contribute towards satisfying the general degree requirements for a first degree, but cannot be used towards satisfying the requirement of a minimum of 36 credits in the concentration.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

Ask AU

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Bachelor of Arts, History Concentration

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (3-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (3-year) program is a well-respected credential in Canada and the United States. While the three-year degree program is a highly marketable credential, it is not aimed at providing students with direct access to graduate level studies. Often an additional year of study is required to achieve that academic goal.

Students who are currently enrolled in a Bachelor of Arts (4-year) degree and who wish to transfer to the Bachelor of Arts (3-year) degree program, may find it is not possible to transfer all their completed courses because of degree requirements.

Students may also be interested in the University Diploma in Arts, which is designed for students who wish to obtain an intermediate credential that provides a grounding in the intellectual skills required of university studies. It is also a foundation for further studies in Humanities and Social Science.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

History Concentration

As a graduate of Athabasca University's History program you will have the ability to

- situate contemporary events in broader historical contexts
- explain changing social attitudes as the product of specific contexts and events
- recognize the ways in which knowledge is socially constructed and sanctioned
- evaluate information for its relevance and reliability
- articulate logical arguments based on relevant information
- identify multiple possible explanations for events
- interpret historical evidence carefully and assess for possible bias.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that can assist you in making informed decisions about your career options upon graduating.

Enrolment requirements

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Students who hold a previous degree must enrol in the Bachelor of Arts (4-year) program and follow the **second undergraduate degree requirements.** This degree requires a minimum of 60 credits.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

Program structure

Total credits in the program	90
Minimum credits required	
At the senior (300 or 400) level	54
In the concentration	36
Senior-level credits in the concentration	24
In the Arts (Humanities and Social Science)	66
› **Humanities**	12

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

› **Social science**	12
Science	6
Maximum credits allowed	
In any one discipline	45
Applied studies and/or **Science**	24
At the junior (200) level	36
At the preparatory (100) level	6
At the junior level in one discipline	15
Maximum **Prior Learning Assessment and Recognition** (PLAR) credits	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Additional History Concentration requirements

1. A minimum of 36 credits in Concentration courses including a minimum of 24 senior (300 or 400) level credits.
2. 6 junior (200) level credits in world or European history. For example:

HIST/HUMN 201 – Western Thought and Culture I: Before the Reformation	(3)
HIST/HUMN 202 – The West from the Enlightenment to the 21st Century	(3)

3. 3 junior (200) level credits in Canadian history. For example:

HIST 225 – History of Canada, 1867 to the Present	(3)

4. A minimum of 3 senior (300/400) level credits in North American history.
5. A minimum of 3 senior-level credits in the history of areas of the world other than North America or Europe.
6. A minimum of 21 credits in the following designated History Concentration elective courses:

GLST/LBST 335 – Global Labour History	(3)
All HIST courses	
HIST/CLAS/HUMN 309 – Ancient Greece	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

HIST/CLAS/HUMN 312 – Ancient Rome	(3)
HIST/HUMN/RELS 313 – Early Christians	(3)
HIST/INST 368 – Indigenous People in Canada to 1830	(3)
HIST/INST 369 – Indigenous Peoples in Canada from 1830	(3)
HIST/GLST 367 – The Second World War	(3)
HIST/GLST 384 – Europe Since 1945	(3)
HUMN/HIST 201 – Western Thought and Culture I: Before the Reformation	(3)
HUMN/HIST 202 – The West from the Enlightenment to the 21st Century	(3)
INST/HIST 370 – The Métis	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
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Program related information

- Program website
- Transfer credit services
- Archived program regulations
- Estimated program fees

Updated February 18, 2025 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Arts, Psychology Concentration

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (3-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (3-year) program is a well-respected credential in Canada and the United States. While the three-year degree program is a highly marketable credential, it is not aimed at providing students with direct access to graduate level studies. Often an additional year of study is required to achieve that academic goal.

Students who are currently enrolled in a Bachelor of Arts (4-year) degree and who wish to transfer to the Bachelor of Arts (3-year) degree program, may find it is not possible to transfer all their completed courses because of degree requirements.

Students may also be interested in the University Diploma in Arts, which is designed for students who wish to obtain an intermediate credential that provides a grounding in the intellectual skills required of university studies. It is also a foundation for further studies in Humanities and Social Science.

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BA, Psychology Concentration

Athabasca University's Psychology program is designed to develop or expand your knowledge of the broad field of psychology. Both the concentration and major degree programs will provide grounding in foundational courses central to psychology as a science. Students who complete the degree gain useful skills and knowledge that are applicable to general employment across a number of fields, such as business, management, government research, program evaluation, human services, and law. Please note that while the three-year degree program is a marketable credential, it is not aimed at providing students with direct access to graduate-level studies and therefore additional studies are often required.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that can assist you in making informed decisions about your career options upon graduating.

Enrolment requirements

Students who hold a previous degree must enrol in the Bachelor of Arts (4-year) program and follow the **second undergraduate degree requirements.** This degree requires a minimum of 60 credits.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

Program structure

Total credits in the program	90
Minimum credits required	
At the senior (300 or 400) level	54
In the concentration	36
Senior-level credits in the concentration	24
In the Arts (Humanities and Social Science)	66
› **Humanities** › **Social science**	12 12
Science	6
Maximum credits allowed	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

In any one discipline	45
Applied studies and/or **Science**	24
At the junior (200) level	36
At the preparatory (100) level	6
At the junior level in one discipline	15
Maximum **Prior Learning Assessment and Recognition** (PLAR) credits	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Additional Psychology Concentration requirements

A minimum of 36 credits in designated Psychology Concentration courses including 24 senior (300 or 400) level credits.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Required courses

(15 credits)

An introductory statistics course selected from one of the following:	(3)
MATH 215 – Introduction to Statistics	
or	
MATH 216 –Computer-Oriented Approach to Statistics	
or	
SOCI 301 – Social Statistics	
Note: We strongly recommend that students consider taking MATH 216 for this requirement as most quantitative data analysis is completed using computer software and this is a valuable skill both for future study and work in various fields.	
PSYC 289 – Psychology as a Natural Science	(3)
PSYC 290 – General Psychology	(3)
PSYC 375 – History of Psychology	(3)
PSYC 304 – Research Methods in Psychology	(3)

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Foundational courses

A minimum of 12 credits selected from the following foundational courses:

PSYC 323 – Developmental Psychology Note: PSYC 228 and PSYC 323 are precluded courses, however, only PSYC 323 may be used for a foundational course credit in the degree program.	(3)
PSYC 355 – Cognitive Psychology	(3)
PSYC 356 – Introduction to Personality Theories and Issues	(3)
PSYC 379 – Social Psychology	(3)
PSYC 387 – Learning	(3)
PSYC 302 – Biological Psychology	(3)
PSYC 435 – Abnormal Psychology	(3)

Elective courses

The remaining 9 elective psychology credits may be completed by taking the following courses:

Any PSYC course, including those from the Foundational Courses listed above	

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A maximum of one (1) course from the following list:	
CRJS 360 – The Psychology of Criminal Behaviour	(3)
ORGB 327 – Leadership	(3)
ORGB 364 – Organizational Behaviour	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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and the online version, the online Calendar will be binding.

Bachelor of Arts, Sociology Concentration

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (3-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (3-year) program is a well-respected credential in Canada and the United States. While the three-year degree program is a highly marketable credential, it is not aimed at providing students with direct access to graduate level studies. Often an additional year of study is required to achieve that academic goal.

Students who are currently enrolled in a Bachelor of Arts (4-year) degree and who wish to transfer to the Bachelor of Arts (3-year) degree program, may find it is not possible to transfer all their completed courses because of degree requirements.

Students may also be interested in the University Diploma in Arts, which is designed for students who wish to obtain an intermediate credential that provides a grounding in the intellectual skills required of university studies. It is also a foundation for further studies in Humanities and Social Science.

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Sociology Concentration

The main goal of the Sociology program is to introduce students to the basic skills involved in understanding sociological theory and sociological research, and to show how these skills are used in such applied areas of study as crime and deviance, family and gender studies, environmental and health issues, agriculture and food, technology and the information society, race and ethnic relations, organizations and bureaucracies as well as Canadian society and social change.

These courses are designed to enable students to think more reflexively about their own life experiences, and to think more critically and analytically about some of the pressing social and global issues of our age. Many of these courses will also help students to prepare for careers in such professional fields as management, human resource development, marketing, education, nursing, local government, non-government organizations, social work and counselling, law enforcement, urban planning and community development, and family and community services.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that can assist you in making informed decisions about your career options upon graduating.

Enrolment requirements

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Students who hold a previous degree must enrol in the Bachelor of Arts (4-year) program and follow the **second undergraduate degree requirements.** This degree requires a minimum of 60 credits.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

Program structure

Total credits in the program	90
Minimum credits required	
At the senior (300 or 400) level	54
In the concentration	36
Senior-level credits in the concentration	24
In the Arts (Humanities and Social Science)	66
› **Humanities**	12

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› **Social science**	12
Science	6
Maximum credits allowed	
In any one discipline	45
Applied studies and/or **Science**	24
At the junior (200) level	36
At the preparatory (100) level	6
At the junior level in one discipline	15
Maximum **Prior Learning Assessment and Recognition** (PLAR) credits	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

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Additional Sociology Concentration requirements

1. A minimum of 36 credits in concentration courses including a minimum of 24 senior (300 or 400) level credits.
2. Required Core courses:

SOCI 287 – Introduction to Sociology I	(3)
SOCI 288 – Introduction to Sociology II – Social Movements	(3)
SOCI 335 – Classical Sociological Theory and Its Relevance Today	(3)
SOCI 337 – Modern Sociological Theory in the 20th Century: the Age of Grand Theory	(3)
SOSC 366 – Research Methods in the Social Sciences	(3)

3. A minimum of 21 credits in Sociology Concentration electives:

All **SOCI** courses	

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Anthropology Major

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (4-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (4-year) provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts (4-year) with a Major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Students enrolled in the Bachelor of Arts (3-year) program who wish to transfer to the Bachelor of Arts (4-year) program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

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Anthropology Major

As a graduate of Athabasca University's Anthropology program, you will gain an in-depth appreciation for the four fundamental subfields within Anthropology (archaeology, biological anthropology, cultural anthropology, and linguistic anthropology), and their strong interrelationships. In particular, you will gain familiarity with the sub-disciplines of archaeology, biological anthropology, and cultural anthropology, which make up the current strengths of faculty and course offerings. The objective of the anthropology program is to provide students with a broad understanding of the physical and cultural diversity of people throughout the world, leading to and fostering a comparative and holistic approach to understanding and appreciating humanity, past and present.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Although you may change majors, a major must be selected when you enrol in the Bachelor of Arts (4-year) program.

You are strongly encouraged to register in ENGL 255 early in your program. The

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English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

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Double majors

Students in the Bachelor of Arts (4-year) program, as either a first or second undergraduate degree, generally have the option to combine two majors if they wish. Students who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University **advisor** for assistance in selecting their programs and courses.

Change of major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2012-2013 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

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In the Bachelor of Arts (4-year), students have the option of taking a minor in addition to their major. Although students must declare a major when they become BA (4-year) program students, they may declare a minor at any point in their studies. A BA minor comprises 30 credits distinct from the major in a related discipline in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or 400 level. If they choose a minor, students must still complete all requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor will be recorded on the transcript. Available BA minors are:

- **Anthropology**
- **Canadian Studies**
- **English**
- **French**
- **Global Studies**
- **Heritage Resources Management**
- **History**
- **Humanities**
- **Inclusive Education**
- **Labour Studies**
- **Philosophy**
- **Political Economy**
- **Political Science**
- **Psychology**

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- **Public Administration**
- **Sociology**
- **Women's and Gender Studies**

Program structure

Total credits in the program	120
Minimum credits required	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and social sciences)	96
- **Humanities** , a minimum of - **Social science** , minimum of	18 18

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and the online version, the online Calendar will be binding.

Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Minor (optional)	
Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30
Students may not apply a course to both the major and the minor.	
Maximum credits allowed	
In any one discipline	60
Applied studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition credits	9

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and the online version, the online Calendar will be binding.

Additional Anthropology Major requirements

Requirements in addition to the general program requirements for the Bachelor of Arts (4-year) with Major:

1. A minimum of 45 credits from major courses including 30 senior (300 or 400) level credits (a minimum of 12, 400-level credits).
2. 9 junior (200) level **Anthropology** credits.

ANTH 272 – Introduction to Archaeology	(3)
or	
ANTH 277 – The Archaeology of Us: First Humans to First Civilizations	
ANTH 275 – Faces of Culture: An Introduction to Cultural Anthropology	(3)
ANTH 278 – Human Evolution and Diversity	(3)

3. 3 senior-level credits in the history of Anthropology.

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ANTH 434 – The History of Anthropological Thought	(3)

4. 6 senior-level credits in research methods. For example:

ANTH 402 – Ethnographic Research Methods	(3)
ANTH 476 – Archaeological Theory	(3)
SOSC 366 – Research Methods in the Social Sciences	(3)
ANTH 390 – Community Based Research Methods	(3)

5. 3 senior-level credits in linguistic Anthropology. For example:

ANTH 354 – Language and Culture	(3)

6. **Electives** (select 24 credits from the following)

All ANTH courses

Second Undergraduate Degree

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who

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have completed a previous undergraduate degree must enter the second undergraduate Bachelor of Arts (4-year) degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Second undergraduate degree requirements

Program structure

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*
Minimum credits required	
At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	
Arts (Humanities and social science)	48
› **Humanities** › **Social science**	9 9

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Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum credits allowed	
In any one discipline	45
Applied studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits ** A maximum of 39 PLAR credits is allowed if you declare a Labour Studies major.	9**
Major (compulsory)	
Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

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Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, English Major

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (4-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (4-year) provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts (4-year) with a Major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Students enrolled in the Bachelor of Arts (3-year) program who wish to transfer to the Bachelor of Arts (4-year) program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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English Major

As a student in Athabasca University's English program, you will read a wide range of works from diverse genres, countries, and historical periods, and analyze forms, styles, and ideas in terms of a variety of literary theories, from feminist to postcolonial. You will exercise and develop skills in critical thinking, interpretation, and writing.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Although you may change majors, a major must be selected when you enrol in the Bachelor of Arts (4-year) program.

You are strongly encouraged to register in ENGL 255 early in your program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Degree conversion provision

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The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Double majors

Students in the Bachelor of Arts (4-year) program, as either a first

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or second undergraduate degree, generally have the option to combine two majors if they wish. Students who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University **advisor** for assistance in selecting their programs and courses.

Change of major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2012-2013 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

In the Bachelor of Arts (4-year), students have the option of taking a minor in addition to their major. Although students must declare a major when they become BA (4-year) program students, they may declare a minor at any point in their studies. A BA minor comprises 30 credits distinct from the major in a related discipline in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or

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400 level. If they choose a minor, students must still complete all requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor will be recorded on the transcript. Available BA minors are:

- Anthropology
- Canadian Studies
- English
- French
- Global Studies
- Heritage Resources Management
- History
- Humanities
- Inclusive Education
- Labour Studies
- Philosophy
- Political Economy
- Political Science
- Psychology
- Public Administration
- Sociology
- Women's and Gender Studies

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Program structure

Total credits in the program	120
Minimum credits required	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and social sciences)	96
› **Humanities** , a minimum of › **Social science** , minimum of	18 18
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits	

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must be obtained through Athabasca University in order to be considered.	24
Minor (optional)	
Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30
Students may not apply a course to both the major and the minor.	
Maximum credits allowed	
In any one discipline	60
Applied studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition credits	9

Additional English Major requirements

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Requirements in addition to the general program requirements for the BA (4-year) with Major:

1. 45 credits in courses designated as major courses including a minimum of 36 senior (300 or 400) level credits (a minimum of 12, 400-level credits).
2. 3 junior (200) level English credits in composition, for example **ENGL 255**.
3. 6 junior (200) level English credits in literary genres, for example **ENGL 211** and **ENGL 212**.
4. 3 senior (300/400) level English credits in literary theory, for example **ENGL 316** and **ENGL 423**.
5. 3 senior (300/400) level English credits in Indigenous literature, for example, **ENGL 308**.

Electives

Select 30 credits at the senior level in **ENGL** courses.

Recommendations

To achieve a balanced major in English, students should select courses in British, Canadian, and American literature, within a range of genres and historical periods, as well as courses in topics that are global, non-canonical, or otherwise representative of marginalized or minoritized communities.

Second undergraduate degree

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who have completed a previous undergraduate degree must enter the second

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undergraduate Bachelor of Arts (4-year) degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Second undergraduate degree requirements

Program structure

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*
Minimum credits required	
At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	
Arts (Humanities and social science)	48
› **Humanities** › **Social science**	9 9

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Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum credits allowed	
In any one discipline	45
Applied studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits ** A maximum of 39 PLAR credits is allowed if you declare a Labour Studies major.	9**
Major (compulsory)	
Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

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Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Arts, French Major

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (4-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (4-year) provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts (4-year) with a Major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Students enrolled in the Bachelor of Arts (3-year) program who wish to transfer to the Bachelor of Arts (4-year) program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

French Major

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As a graduate of Athabasca University's French program, you will attain a sufficient degree of competence in oral and written French to communicate effectively, to analyze texts and to write critical essays. You will have a thorough understanding of the structure of the French language and its application, including pronunciation, grammar, reading skills and vocabulary usage. The courses in the program will provide you with a knowledge of the literature and culture of France, Quebec, and other Francophone areas and an awareness of the stylistic differences between the French and English languages. Upon completion of the program, you will understand how to conduct further research into the subject matter in order to increase your competence in the study of French language and literature.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Although you may change majors, a major must be selected when you enrol in the Bachelor of Arts (4-year) program.

You are strongly encouraged to register in ENGL 255 early in your program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Double majors

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Students in the Bachelor of Arts (4-year) program, as either a first or second undergraduate degree, generally have the option to combine two majors if they wish. Students who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University **advisor** for assistance in selecting their programs and courses.

Change of major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2012-2013 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

In the Bachelor of Arts (4-year), students have the option of taking a minor in addition to their major. Although students must declare a major when they become BA (4-year) program students, they may declare a minor at any point in their studies. A BA minor

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comprises 30 credits distinct from the major in a related discipline in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or 400 level. If they choose a minor, students must still complete all requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor will be recorded on the transcript. Available BA minors are:

- Anthropology
- Canadian Studies
- English
- French
- Global Studies
- Heritage Resources Management
- History
- Humanities
- Inclusive Education
- Labour Studies
- Philosophy
- Political Economy
- Political Science
- Psychology
- Public Administration
- Sociology
- Women's and Gender Studies

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program structure

Total credits in the program	120
Minimum credits required	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and social sciences)	96
› **Humanities** , a minimum of › **Social science** , minimum of	18 18
Science	6
Residency requirement. A minimum of 30 credits must be	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Minor (optional)	
Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30
Students may not apply a course to both the major and the minor.	
Maximum credits allowed	
In any one discipline	60
Applied studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition credits	9

Additional French Major requirements

Requirements in addition to the general program requirements for the Bachelor of Arts (4-year) with Major:

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1. 45 credits in **French** major courses including a minimum of 30 senior (300 or 400) level credits (a minimum of 12, 400-level French credit

2.

6 junior (200) level credits in French in the following courses:	
FREN 200 – First-Year University French I	(3)
FREN 201 – First-Year University French II	(3)

3.

FREN 362 – Second Year University French	(6)

4.

FREN 358 – Initiation à la littérature d'expression française I*	(3)

* It is recommended that students take FREN 358 before taking other literature courses in the French program as it provides a foundation for the study of French literature. (These 3 credits are part of the 30 senior-level credits required in no. 1.)

5.

FREN 374 – Littérature québécoise	(6)

Electives (24 credits, 12 of which must be at the 400 level)

All **FREN** courses except FREN 100 and FREN 101. These courses will not

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count towards the major in French but will count towards the total number of credits required for the first undergraduate degree.

Second undergraduate degree

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who have completed a previous undergraduate degree must enter the second undergraduate Bachelor of Arts (4-year) degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Second undergraduate degree requirements

Program structure

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*
Minimum credits required	
At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	

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Arts (Humanities and social science)	48
› **Humanities** › **Social science**	9 9
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum credits allowed	
In any one discipline	45
Applied studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits ** A maximum of 39 PLAR credits is allowed if you	9**

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declare a Labour Studies major.	
Major (compulsory)	
Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

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Bachelor of Arts, History Major

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (4-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (4-year) provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts (4-year) with a Major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Students enrolled in the Bachelor of Arts (3-year) program who wish to transfer to the Bachelor of Arts (4-year) program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

History Major

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Graduates of the BA (4-year) Major in History will have the ability to:

- situate contemporary events in broader historical contexts
- explain changing social attitudes as the product of specific contexts and events
- recognize the ways in which knowledge is socially constructed and sanctioned
- evaluate information for its relevance and reliability
- articulate logical arguments based on relevant information
- identify multiple possible explanations for events
- interpret historical evidence carefully and assess for possible bias.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Although you may change majors, a major must be selected when you enrol in the Bachelor of Arts (4-year) program.

You are strongly encouraged to register in ENGL 255 early in your program. The

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English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

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Double majors

Students in the Bachelor of Arts (4-year) program, as either a first or second undergraduate degree, generally have the option to combine two majors if they wish. Students who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University **advisor** for assistance in selecting their programs and courses.

Change of major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2012-2013 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

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In the Bachelor of Arts (4-year), students have the option of taking a minor in addition to their major. Although students must declare a major when they become BA (4-year) program students, they may declare a minor at any point in their studies. A BA minor comprises 30 credits distinct from the major in a related discipline in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or 400 level. If they choose a minor, students must still complete all requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor will be recorded on the transcript. Available BA minors are:

- **Anthropology**
- **Canadian Studies**
- **English**
- **French**
- **Global Studies**
- **Heritage Resources Management**
- **History**
- **Humanities**
- **Inclusive Education**
- **Labour Studies**
- **Philosophy**
- **Political Economy**
- **Political Science**
- **Psychology**

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- **Public Administration**
- **Sociology**
- **Women's and Gender Studies**

Program structure

Total credits in the program	120
Minimum credits required	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and social sciences)	96
- **Humanities** , a minimum of - **Social science** , minimum of	18 18

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Minor (optional)	
Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30
Students may not apply a course to both the major and the minor.	
Maximum credits allowed	
In any one discipline	60
Applied studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition credits	9

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Additional History Major requirements

Requirements in addition to the general program requirements for the Bachelor of Arts (4-year) with Major:

1. 45 credits in designated History Major courses including 30 senior (300/400) level credits (a minimum of 12, 400-level credits).
2. 6 junior (200) level credits in Canadian history (**HIST 224**, **HIST 225**).
3. A minimum of 6 junior (200) level credits in European or world history (**HIST 201**, **202, 205**, **209**, **210**, **216**, **HIST/GLST 208**).
4. A minimum of 6 senior (300/400) level credits in European history (HIST **304**, **327**, **371**, **372**, **373**, **383**, **407**,**486**, **492, HIST/GLST 384**, **HIST/HUMN/CLAS 309**, **HIST/HUMN/CLAS 312**, and **HIST/HUMN/RELS 313**).
5. A minimum of 6 senior (300/400) level credits in North American history.
6. A minimum of 6 senior-level credits in the history of areas of the world other than North America or Europe.

Electives

(15 credits)

ANTH 320 – Ancient Cities and Civilizations	(3)
ANTH 377 – Archaeologies of Turtle Island	(3)
GLST/LBST 335 – Global Labour History	(3)
GLST/HIST 208 – The World to 1500	(3)

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All HIST courses	
HIST/GLST 367 – The Second World War	(3)
HIST/GLST 384 – Europe Since 1945	(3)
HIST/GLST/WGST 460 – Famous Feminists and Their Times: Global History of Feminism	(3)
HIST/CLAS/HUMN 309 – Ancient Greece	(3)
HIST/CLAS/HUMN 312 – Ancient Rome	(3)
HIST/HUMN/RELS 313 – Early Christians	(3)
HIST/INST 368 – Indigenous Peoples in Canada to 1830	(3)
HIST/INST 369 – Indigenous Peoples in Canada Since 1830	(3)
HUMN 201 – Western Thought and Culture I: Before the Reformation	(3)
HUMN/HIST 202 – The West from the Enlightenment to the 21st Century	(3)
INST 370 – The Métis	(3)

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Second undergraduate degree

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who have completed a previous undergraduate degree must enter the second undergraduate Bachelor of Arts (4-year) degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Second undergraduate degree requirements

Program structure

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*
Minimum credits required	
At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	
Arts (Humanities and social science)	48

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

› Humanities › Social science	9 9
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum credits allowed	
In any one discipline	45
Applied studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits ** A maximum of 39 PLAR credits is allowed if you declare a Labour Studies major.	9**
Major (compulsory)	

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Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

Updated February 18, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Humanities Major

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (4-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (4-year) provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts (4-year) with a Major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Students enrolled in the Bachelor of Arts (3-year) program who wish to transfer to the Bachelor of Arts (4-year) program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

Humanities Major

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As a student of Athabasca University's interdisciplinary Humanities program, you will study how we have expressed our humanity on culture, literature, art, and philosophy. Students will draw on the knowledge and skills from across AU's range of humanities disciplines—for example; history, literature, and philosophy. Students learn the methods used by different humanities' disciplines to investigate human expression, and how to adapt elements of that expression in new ways. Students majoring in Humanities will also obtain basic reading knowledge of second language.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Although you may change majors, a major must be selected when you enrol in the Bachelor of Arts (4-year) program.

You are strongly encouraged to register in ENGL 255 early in your program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Degree conversion provision

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The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Double majors

Students in the Bachelor of Arts (4-year) program, as either a first or second undergraduate degree, generally have the option to

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combine two majors if they wish. Students who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University **advisor** for assistance in selecting their programs and courses.

Change of major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2012-2013 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

In the Bachelor of Arts (4-year), students have the option of taking a minor in addition to their major. Although students must declare a major when they become BA (4-year) program students, they may declare a minor at any point in their studies. A BA minor comprises 30 credits distinct from the major in a related discipline in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or 400 level. If they choose a minor, students must still complete all

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requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor will be recorded on the transcript. Available BA minors are:

- Anthropology
- Canadian Studies
- English
- French
- Global Studies
- Heritage Resources Management
- History
- Humanities
- Inclusive Education
- Labour Studies
- Philosophy
- Political Economy
- Political Science
- Psychology
- Public Administration
- Sociology
- Women's and Gender Studies

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and the online version, the online Calendar will be binding.

Program structure

Total credits in the program	120
Minimum credits required	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and social sciences)	96
› **Humanities** , a minimum of › **Social science** , minimum of	18 18
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits	

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must be obtained through Athabasca University in order to be considered.	24
Minor (optional)	
Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30
Students may not apply a course to both the major and the minor.	
Maximum credits allowed	
In any one discipline	60
Applied studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition credits	9

Additional Humanities Major requirements

Requirements in addition to the general program requirements for the Bachelor of Arts (4-year) with Major:

1. 45 credits in designated major courses including a minimum of 30 senior

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(300 and 400) level credits (a minimum of 12, 400-level credits).

2. Within these 45 credits students must also complete 6 credits in a single language other than English (for example, FREN or SPAN) at the junior-level (200) or higher. Students may count these 6 credits towards the 21 credits required in the list of designated elective courses below.
3. A minimum of 24 credits selected from the following interdisciplinary core courses including a minimum of 6 senior (300 or 400) level credits.

ARHI 201 – A Survey of Western Art I: Looking at Art from Ancient Times to the Middle Ages	(3)
ARHI 202 – A Survey of Western Art II: Looking at Art from the Renaissance to Present Day	(3)
CMNS 358 – Popular Culture and the Media	(3)
ENGL 255 – Introductory Composition	(3)
ENGL 303 – A History of Drama Part I: Early Stages	(3)
ENGL 304 – A History of Drama Part II: Modernist Theatre	(3)
ENGL 308 – Indigenous Literature in Canada	(3)
ENGL 316 – Approaches to Literary Theory and Criticism	(3)
ENGL 341 – World Literature	(6)
ENGL 423 – Advanced Literary Theory	(3)

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GLST 308 – Americas: An Introduction to Latin America and the Caribbean	(3)
HIST 371 – Early Medieval Europe, 400 – 1000	(3)
HIST 372 – High Medieval Europe, 1000 – 1350	(3)
HIST 373 – The Renaissance	(3)
HIST 404 – Historical Foundations of Modern Science	(3)
HIST 407 – The Enlightenment	(3)
HIST/GLST/WGST 460 – Famous Feminists and Their Times: Global History of Feminism	(3)
All HUMN courses	
HUMN/CLAS/HIST 309 – Ancient Greece	(3)
HUMN/CLAS/HIST 312 – Ancient Rome	(3)
HUMN/HIST/RELS 313 – Early Christians	(3)
INFS 200 – Information Seeking & Society in the Information Age	(3)
All PHIL courses	

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RELS 204 – Introduction to World Religions	(6)

Electives

At least 21 additional credits from among the core courses or from among the following electives:

(The 6 language credits in regulation 2 above, may be counted towards these electives.)

ANTH 320 – Ancient Cities and Civilizations	(3)
CMNS 301 – Communication Theory and Analysis	(3)
CMNS 302 – Communication in History	(3)
CMNS 420 – Topics in Communication: Children and Media	(3)
CMNS 423 – The Television Age	(3)
CMNS 425 – Film and Genre	(3)
All ENGL courses , except preparatory (100-level) courses	
FREN 363 – Le roman français du XXe siècle	(3)
FREN 374 – Litterature québécoise	(6)
All HIST courses	

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INST 368 – Indigenous Peoples in Canada to 1830	(3)
INST 369 – Indigenous Peoples in Canada Since 1830	(3)
INST 370 – The Métis	(3)
MUSI 267 – Sound and Sense: Listening to Music	(3)
PHIL 252 – Critical Thinking	(3)
POLI 307 – Political Ideologies	(3)
WGST 200 – Feminist Research and Women's Lives	(3)
WGST 201 – An Introduction to Women's and Gender Studies	(3)
WGST 401 – Contemporary Feminist Theory	(3)

Recommendations

Students enrolled in the second undergraduate degree program are advised to select courses within the major that fulfill the Social Science requirements. Failure to do so could result in the student being required to complete more than 45 credits in order to fulfill all of the regulations.

Students who have any doubt about their essay writing, critical thinking, or library research skills are strongly advised to take one or more of the following courses at the outset of their university studies:

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ENGL 255, **PHIL 252**, **INFS 200**.

Second undergraduate degree

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who have completed a previous undergraduate degree must enter the second undergraduate Bachelor of Arts (4-year) degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Second undergraduate degree requirements

Program structure

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*
Minimum credits required	
At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	

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Arts (Humanities and social science)	48
› **Humanities** › **Social science**	9 9
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum credits allowed	
In any one discipline	45
Applied studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits ** A maximum of 39 PLAR credits is allowed if you declare a Labour Studies major.	9**

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Major (compulsory)	
Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

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Bachelor of Arts, Labour Studies Major

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (4-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (4-year) provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts (4-year) with a Major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Students enrolled in the Bachelor of Arts (3-year) program who wish to transfer to the Bachelor of Arts (4-year) program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

Labour Studies Major

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Athabasca University's Labour Studies program is designed for students who want to know more about the position of labour and working people in society. It will be of particular interest to trade unionists at both the leadership and general membership levels. Offerings include courses in labour history, work organization, women and unions, and the theory and practice of trade unions.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Although you may change majors, a major must be selected when you enrol in the Bachelor of Arts (4-year) program.

You are strongly encouraged to register in ENGL 255 early in your program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Degree conversion provision

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The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Double majors

Students in the Bachelor of Arts (4-year) program, as either a first

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or second undergraduate degree, generally have the option to combine two majors if they wish. Students who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University **advisor** for assistance in selecting their programs and courses.

Change of major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2012-2013 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

In the Bachelor of Arts (4-year), students have the option of taking a minor in addition to their major. Although students must declare a major when they become BA (4-year) program students, they may declare a minor at any point in their studies. A BA minor comprises 30 credits distinct from the major in a related discipline in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or

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400 level. If they choose a minor, students must still complete all requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor will be recorded on the transcript. Available BA minors are:

- Anthropology
- Canadian Studies
- English
- French
- Global Studies
- Heritage Resources Management
- History
- Humanities
- Inclusive Education
- Labour Studies
- Philosophy
- Political Economy
- Political Science
- Psychology
- Public Administration
- Sociology
- Women's and Gender Studies

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and the online version, the online Calendar will be binding.

Program structure

Total credits in the program	120
Minimum credits required	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and social sciences)	96
› **Humanities** , a minimum of › **Social science** , minimum of	18 18
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits	

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must be obtained through Athabasca University in order to be considered.	24
Minor (optional)	
Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30
Students may not apply a course to both the major and the minor.	
Maximum credits allowed	
In any one discipline	60
Applied studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition credits	39

Additional Labour Studies Major requirements

Requirements in addition to the general program requirements for the Bachelor of Arts (4-year) with Major:

1. 45 credits in Labour Studies Major courses outlined below including a minimum of 30 senior (300 or 400) level credits (a minimum of 12, 400-level credits).

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2. 12 credits in required core courses (SOCI 321 and HIST 336 are included in the 30 senior-level credits noted above).
3. Students may transfer in a maximum of 30 credits of courses applicable to the requirements of the major.

Recommendations

Students are advised to begin their studies with **LBST 200** or **LBST 202**.

Required core courses

(12 credits)

HIST 336 – History of Canadian Labour	(6)
LBST 200 – Introduction to Labour Studies	(3)
SOCI 321 – Sociology of Work and Industry	(3)

Electives

(select 33 credits from the following)

ENGL 306 – The Literature of Work	(3)
HIST 330 – Social History of Canada: European Contact to Early Industrialization	(3)
HIST 331 – Social History of Canada: Early Industrialization to	(3)

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Contemporary Canada	
HIST 486 – The Industrial Revolution	(3)
All IDRL* courses	
IDRL 309/LGST 310 – Human Rights, the Charter and Labour Relations	(3)
INTR/GLST/POEC 483 – Political Economy of Globalization	(3)
All LBST courses	
POEC 393 – Canada and the Global Political Economy	(3)
POLI 450 – Globalization and Human Rights	(3)
SOCI/WGST 345 – Women, Gender and Work in Canada	(3)
SOCI 331 – Exposed! Sociology of Environment and Aging	(3)
SOCI 348 – Fighting Back for the Health of It: Sociology of Environment and Health	(3)
SOCI 381 – The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
SOCI 435 – Theories of Social Change	(3)

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*All courses labelled **IDRL** can be taken as either Applied Studies or Social Science courses, but not both. To use these courses to satisfy the Social Science area of study requirement, students must contact **Transfer Credit Services** and request the change upon completion of the course.

Transfer credits for union education and prior learning

Athabasca University grants advanced credit in the Labour studies program for some union education programs. A student who has completed a Labour College of Canada Intensive Program, for example, may be eligible to receive nine credits. Students who have completed the Canadian Auto Workers Paid Educational Leave course may be eligible to receive three credits. And students who have completed the Canadian Postal Workers' Union Education Program may be eligible to receive six credits. Credit is also granted for other union education programs and for other forms of prior learning. Contact Athabasca University for details.

Many unions, and some employers, will reimburse students for the cost of university tuition fees. Discuss this with your union representative or employer.

Second undergraduate degree

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who have completed a previous undergraduate degree must enter the second undergraduate Bachelor of Arts (4-year) degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Second undergraduate degree requirements

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Second undergraduate degree requirements

Program structure

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*
Minimum credits required	
At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	
Arts (Humanities and social science)	48
› **Humanities** › **Social science**	9 9
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At	

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least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum credits allowed	
In any one discipline	45
Applied studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits ** A maximum of 39 PLAR credits is allowed if you declare a Labour Studies major.	9**
Major (compulsory)	
Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Political Economy Major

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (4-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (4-year) provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts (4-year) with a Major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Students enrolled in the Bachelor of Arts (3-year) program who wish to transfer to the Bachelor of Arts (4-year) program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

Political Economy Major

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The Political Economy program at Athabasca University is designed for both beginning students and professionals to understand and engage with Canadian and global political and economic issues. The course selection provides students the opportunity to develop a greater appreciation and understanding of diverse polities, economies, cultures, and regions of the world. Additionally, it offers to professionals the retooling skills and the academic credential necessary for successful employment in an era of globalization.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Although you may change majors, a major must be selected when you enrol in the Bachelor of Arts (4-year) program.

You are strongly encouraged to register in ENGL 255 early in your program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Degree conversion provision

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The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Double majors

Students in the Bachelor of Arts (4-year) program, as either a first

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or second undergraduate degree, generally have the option to combine two majors if they wish. Students who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University **advisor** for assistance in selecting their programs and courses.

Change of major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2012-2013 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

In the Bachelor of Arts (4-year), students have the option of taking a minor in addition to their major. Although students must declare a major when they become BA (4-year) program students, they may declare a minor at any point in their studies. A BA minor comprises 30 credits distinct from the major in a related discipline in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or

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400 level. If they choose a minor, students must still complete all requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor will be recorded on the transcript. Available BA minors are:

- Anthropology
- Canadian Studies
- English
- French
- Global Studies
- Heritage Resources Management
- History
- Humanities
- Inclusive Education
- Labour Studies
- Philosophy
- Political Economy
- Political Science
- Psychology
- Public Administration
- Sociology
- Women's and Gender Studies

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Program structure

Total credits in the program	120
Minimum credits required	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and social sciences)	96
› **Humanities** , a minimum of › **Social science** , minimum of	18 18
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits	

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must be obtained through Athabasca University in order to be considered.	24
Minor (optional)	
Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30
Students may not apply a course to both the major and the minor.	
Maximum credits allowed	
In any one discipline	60
Applied studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition credits	9

Additional Political Economy Major requirements

Requirements in addition to the general program requirements for the Bachelor of Arts (4-year) with Major:

1. 60 Political Economy Major credits outlined below including a minimum of 36 senior (300 or 400) level credits from major courses (a minimum of 12, 400-level credits).

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2. 15 credits in required core courses.
3. 21 credits in one of the two Political Economy areas: Global Political Economy or Canadian Political Economy.
4. 12 credits from the designated elective Political Economy major courses.
5. 12 credits from the Political Economy designated elective program courses in Communications (CMNS), Global Studies (GLST), Governance (GOVN), History (HIST), Information Systems (INFS), Labour Studies (LBST), Industrial Relations (IDRL), Women's and Gender Studies (WGST), and Indigenous Studies (INST).
6. Students may transfer in a maximum of 30 credits of courses applicable to the requirements of the major.

Required core courses

(15 credits)

ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
MATH 215 – Introduction to Statistics	(3)
or	
MGSC 301 – Statistics for Business and Economics I	
POEC 302 – Theories and Approaches to Political Economy	(3)

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POEC/GLST/INTR 230 – Globalization and World Politics	(3)

Of the 21 credits required in the area of focus, students must take at least one course from each of the following areas: Economics, Political Economy, and Political Science. Select courses from only one area of focus.

Area of focus 1: Global Political Economy

ECON 401 – The Changing Global Economy* *Students who have taken ECON 301 may not take ECON 401	(3)
ECON 366 – Economic Development	(3)
ECON 475 – International Trade	(3)
ECON 476 – International Finance	(3)
ENVS 435 – Transformative Change in Building Sustainable Communities	(3)
ENVS/GLST 243 – Environmental Change in a Global Context	(3)
FNCE 370 – Overview of Corporate Finance	(3)
GLST 308 – Americas: An Introduction to Latin America and the Caribbean	(3)
HIST 486 – The Industrial Revolution	(3)

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MKTG 414 – International Marketing and Exporting	(3)
POEC/GLST/INTR 395 – Political Economy of Development: People, Processes, and Policies	(3)
POEC/GLST/INTR 483 – Political Economy of Globalization	(3)
POLI/INTR 330 – International and Global Politics	(3)
POLI 342 – Introduction to Comparative Politics	(3)
POLI 480 – Politics of Our Networked World in the Digital Era	(3)
SOCI 435 – Theories of Social Change	(3)

or

Area of focus 2: Canadian Political Economy

CMNS 380 – Corporate Communication	(3)
CMNS 401 – Cultural Policy in Canada	(3)
ECON 385 – Money, Banking and Canadian Financial Institutions	(3)
FNCE 322 – Personal Finance	(3)
GEOG 311 – Canadian Urban Development	(3)

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GOVN 301 – Governance, the Public Sector and Corporate Power	(3)
GOVN 450 – Public Budgeting and Financial Management in a Globalized World	(3)
HIST 326 – Contemporary Canada: Canada after 1945	(3)
IDRL 320 – The Law of Work	(3)
IDRL 309/LGST 310 – Human Rights, the Charter and Labour Relations	(3)
LBST/SOCI/WGST 332 – Women and Unions	(3)
POEC 393 – Canada and the Global Political Economy	(3)
POLI 309 – Canadian Government and Politics	(3)
POLI 311 – Aboriginal Politics and Governments	(3)
POLI 325 – Canadian Environmental Policy and Politics	(3)
SOCI 291 – Canadian Society	(3)
SOCI 321 – Sociology of Work and Industry	(3)
TAXX 301 – Taxation I	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Electives

(select 12 credits from the following)

ANTH 320 – Ancient Cities and Civilizations	(3)
ANTH 362 – First Peoples of Canada	(3)
ANTH 375 – The Anthropology of Gender	(3)
ANTH 394 – Urban Anthropology	(3)
CMNS 402 – Global Communication	(3)
CMNS 421 – Being Online	(3)
CMNS 423 – The Television Age	(3)
CMNS 385/SOCI 378 – Rebel with a Cause: Social Movements in History and Popular Culture	(3)
ECON/HADM 321 – Health Care Economics	(3)
ECON 380 – Public Finance and Expenditure	(3)
ENTP 212 – Entrepreneurship	(3)
ENVS 435 – Transformative Change in Building Sustainable Communities	(3)

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FREN 100 – French for Beginners I	(3)
FREN 101 – French for Beginners II	(3)
GEOG 201 – Introductory Human Geography	(3)
GEOG 302 – The Canadian North	(3)
GEOG/GLST 200 – World Regional Geography	(3)
HADM 336 – Community Health Planning	(3)
HADM/HSRV 339 – Organization of the Canadian Health Care System	(3)
HIST 336 – History of Canadian Labour	(6)
IDRL 308 – Occupational Health and Safety	(3)
INST 111 – Introductory Cree I	(3)
INST 112 – Introductory Cree II	(3)
MATH 244 – Business Math	(3)
MATH 265 – Introduction to Calculus I	(3)
MKTG 406 – Consumer Behaviour	(3)

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MKTG 440 – Marketing Strategy	(3)
PHIL 371 – Ethics, Science, Technology, and the Environment	(3)
SOCI 381 – The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
SOCI 450 – Environmental Sociology	(3)
SOCI/WGST 345 – Women, Gender and Work in Canada	(3)
SPAN 200 – Introductory Spanish I	(3)
SPAN 201 – Spanish for Beginners II	(3)
WGST 401 – Contemporary Feminist Theory	(3)

12 remaining elective credits selected from the following disciplines:

- Communication Studies (CMNS)
- Global Studies (GLST)
- Governance (GOVN)
- History (HIST)
- Information Systems (INFS)
- Labour Studies (LBST)

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- **Industrial Relations** (IDRL)
- **Indigenous Studies** (INST)
- **Women's and Gender Studies** (WGST)

Recommendations

1. Students who may pursue graduate work in political economy or international affairs are strongly recommended to include **POEC 499** among their electives.
2. Language proficiency: Students in Canadian studies areas who may pursue employment in the federal civil service or foreign affairs, are strongly recommended to take French as an elective or option. Students interested in North American integration should take Spanish. Students interested in the economic integration of Europe should consider taking German. Students interested in governance capacity-building for First Nations communities should take Indigenous language courses.

   "Language proficiency" generally refers to one of the following:

   - the ability to read French, Spanish, or German at a level consistent with the usual requirements of a junior French language course. This ability may be proven by one of the following: either by completing six junior language credits (for example FREN **200** and **201**) or by passing a reading proficiency examination in French, Spanish, or German;
   - speak fluently one of Canada's Indigenous languages (for example, Cree or Inuktitut);
     or
   - read one of Canada's Indigenous languages (for example, Cree or Inuktitut), at a level consistent with the usual requirements of a second-year university language course.

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3. Writing proficiency: Students for whom English is a second language are strongly encouraged to take **ENGL 177** and **ENGL 189**.

Second undergraduate degree

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who have completed a previous undergraduate degree must enter the second undergraduate Bachelor of Arts (4-year) degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Second undergraduate degree requirements

Program structure

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*
Minimum credits required	
At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	

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Arts (Humanities and social science)	48
› **Humanities** › **Social science**	9 9
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum credits allowed	
In any one discipline	45
Applied studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits	

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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** A maximum of 39 PLAR credits is allowed if you declare a Labour Studies major.	9**
Major (compulsory)	
Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Bachelor of Arts, Political Science Major

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (4-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (4-year) provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts (4-year) with a Major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Students enrolled in the Bachelor of Arts (3-year) program who wish to transfer to the Bachelor of Arts (4-year) program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

Political Science Major

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AU's Major in Political Science is a valued liberal arts degree that will serve a variety of educational and professional needs in the public, private, and non-profit sectors in Canada and globally.

As a discipline, Political Science is very much concerned with the study of power, authority, and governance in human affairs. In today's world, forms of power, authority, and governance are changing rapidly and becoming increasingly complex. Governance is no longer confined to the nation-state but involves a range of institutions — public, private, and non-governmental — involved in the process of governing and steering a society at the international, national, and sub-national levels.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Although you may change majors, a major must be selected when you enrol in the Bachelor of Arts (4-year) program.

You are strongly encouraged to register in ENGL 255 early in your program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

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Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Double majors

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Students in the Bachelor of Arts (4-year) program, as either a first or second undergraduate degree, generally have the option to combine two majors if they wish. Students who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University **advisor** for assistance in selecting their programs and courses.

Change of major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2012-2013 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

In the Bachelor of Arts (4-year), students have the option of taking a minor in addition to their major. Although students must declare a major when they become BA (4-year) program students, they may declare a minor at any point in their studies. A BA minor

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comprises 30 credits distinct from the major in a related discipline in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or 400 level. If they choose a minor, students must still complete all requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor will be recorded on the transcript. Available BA minors are:

- Anthropology
- Canadian Studies
- English
- French
- Global Studies
- Heritage Resources Management
- History
- Humanities
- Inclusive Education
- Labour Studies
- Philosophy
- Political Economy
- Political Science
- Psychology
- Public Administration
- Sociology
- Women's and Gender Studies

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Program structure

Total credits in the program	120
Minimum credits required	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and social sciences)	96
› **Humanities** , a minimum of › **Social science** , minimum of	18 18
Science	6
Residency requirement. A minimum of 30 credits must be	

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obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Minor (optional)	
Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30
Students may not apply a course to both the major and the minor.	
Maximum credits allowed	
In any one discipline	60
Applied studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition credits	9

Additional Political Science Major requirements

Requirements in addition to the general program requirements for the Bachelor of Arts (4-year) with Major:

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- A minimum of 45 credits in designated Political Science courses including a minimum of 30 senior (300/400) level credits (a minimum of 12, 400-level credits).
- Required core courses: 18 credits in the following designated political science major core courses:
  - 6 senior (300/400) level credits in political philosophy/theory, **POLI 355** and **POLI 357.**
  - 3 senior (300/400) level credits in Canadian politics and government, **POLI 309**.
  - 3 senior (300/400) level credits in either international and global politics (**POLI/INTR 330**) or comparative politics (**POLI 342**), or direct equivalent credit approved by Athabasca University.
  - 6 junior (200) level credits, **POLI 277** and **278.**
- A minimum of 27 credits in the following designated Political Science major elective courses.

CMNS 401 – Cultural Policy in Canada	(3)
GLST/GOVN 403 – Public Policy in a Global Era	(3)
GLST/GOVN 440– Global Governance and Law	(3)
GLST/POEC 483 – International Political Economy: The Politics of Globalization	(3)
GOVN 301 – Governance, the Public Sector and Corporate Power	(3)
GOVN 390 – Public Policy and Administrative Governance	(3)

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GOVN/HSRV 400 – Governance and Leadership	(3)
GOVN 405 – Innovative Public Management	(3)
HADM 369 – Health Policy in Canada	(3)
POEC 230 – Globalization and World Politics	(3)
POEC 393 – Canada and the Global Political Economy	(3)
All POLI courses	

Second undergraduate degree

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who have completed a previous undergraduate degree must enter the second undergraduate Bachelor of Arts (4-year) degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Second undergraduate degree requirements

Program structure

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and the online version, the online Calendar will be binding.

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*
Minimum credits required	
At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	
Arts (Humanities and social science)	48
› **Humanities** › **Social science**	9 9
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum credits allowed	

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In any one discipline	45
Applied studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits ** A maximum of 39 PLAR credits is allowed if you declare a Labour Studies major.	9**
Major (compulsory)	
Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Psychology Major

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (4-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (4-year) provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts (4-year) with a Major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Students enrolled in the Bachelor of Arts (3-year) program who wish to transfer to the Bachelor of Arts (4-year) program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

Psychology Major

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Athabasca University's Psychology program is designed to develop or expand your knowledge of the broad field of psychology. Both the concentration and major degree programs will provide grounding in foundational courses central to psychology as a science. Students who complete the degree will gain useful skills and knowledge that are applicable to general employment across a number of fields, such as business, management, government research, program evaluation, human services, and law, as well as graduate studies in psychology and related disciplines.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Although you may change majors, a major must be selected when you enrol in the Bachelor of Arts (4-year) program.

You are strongly encouraged to register in ENGL 255 early in your program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Degree conversion provision

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and the online version, the online Calendar will be binding.

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Double majors

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Students in the Bachelor of Arts (4-year) program, as either a first or second undergraduate degree, generally have the option to combine two majors if they wish. Students who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University **advisor** for assistance in selecting their programs and courses.

Change of major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2012-2013 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

In the Bachelor of Arts (4-year), students have the option of taking a minor in addition to their major. Although students must declare a major when they become BA (4-year) program students, they may declare a minor at any point in their studies. A BA minor comprises 30 credits distinct from the major in a related discipline

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in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or 400 level. If they choose a minor, students must still complete all requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor will be recorded on the transcript. Available BA minors are:

- Anthropology
- Canadian Studies
- English
- French
- Global Studies
- Heritage Resources Management
- History
- Humanities
- Inclusive Education
- Labour Studies
- Philosophy
- Political Economy
- Political Science
- Psychology
- Public Administration
- Sociology
- Women's and Gender Studies

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program structure

Total credits in the program	120
Minimum credits required	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and social sciences)	96
› **Humanities** , a minimum of › **Social science** , minimum of	18 18
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30

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Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Minor (optional)	
Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30
Students may not apply a course to both the major and the minor.	
Maximum credits allowed	
In any one discipline	60
Applied studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition credits	9

Additional Psychology Major requirements

Requirements in addition to the general program requirements for the Bachelor of Arts (4-year) with Major:

45 credits in designated Psychology Major courses including 30 senior (300 or

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400) level credits in designated Psychology Major courses, including 12, 400-level credits. The senior-level courses in the required core are included as part of these 30 credits.

Required courses

(15 credits)

An introductory statistics course selected from one of the following:	(3)
MATH 215 – Introduction to Statistics	
or	
MATH 216 – Computer-Oriented Approach to Statistics	
or	
SOCI 301 – Social Statistics	
Notes: 1. We strongly recommend that students consider taking MATH 216 for this requirement as most quantitative data analysis is completed using computer software and this is a valuable skill both for future study and work in various fields. 2. We also strongly recommend that students take MATH 315 as a psychology elective, after completing the required course. Many undergraduate programs include an intermediate statistics course and some graduate programs may expect it as	

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a requirement for admission. A fuller understanding of statistical analysis will also provide students with an advantage when reading the empirical literature.	
PSYC 289 – Psychology as a Natural Science	(3)
PSYC 290 – General Psychology	(3)
PSYC 375 – History of Psychology	(3)
PSYC 304 – Research Methods in Psychology	(3)

Foundational courses

A minimum of 15 credits selected from the following foundational courses:

PSYC 323 – Developmental Psychology Note: PSYC 228 and PSYC 323 are precluded courses, however, only PSYC 323 may be used for foundational course credit in the degree program.	(3)
PSYC 355 – Cognitive Psychology	(3)
PSYC 356 – Introduction to Personality Theories and Issues	(3)
PSYC 379 – Social Psychology	(3)
PSYC 387 – Learning	(3)

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PSYC 302 – Biological Psychology	(3)
PSYC 435 – Abnormal Psychology	(3)

Electives

The remaining 15 elective psychology credits may be completed by taking the following courses:

Any PSYC course , including those from the Foundational Courses listed above	
MATH 315 – Methods in Applied Statistics (see Note #2 in Required Courses above)	(3)
A maximum of one (1) course from the following list:	
CRJS 360 – The Psychology of Criminal Behavior	(3)
ORGB 327 – Leadership in Organizations	(3)
ORGB 364 – Organizational Behaviour	(3)

Second undergraduate degree

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

have completed a previous undergraduate degree must enter the second undergraduate Bachelor of Arts (4-year) degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Second undergraduate degree requirements

Program structure

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*
Minimum credits required	
At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	
Arts (Humanities and social science)	48
› **Humanities** › **Social science**	9 9

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Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum credits allowed	
In any one discipline	45
Applied studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits ** A maximum of 39 PLAR credits is allowed if you declare a Labour Studies major.	9**
Major (compulsory)	
Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Arts, Sociology Major

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (4-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (4-year) provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts (4-year) with a Major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Students enrolled in the Bachelor of Arts (3-year) program who wish to transfer to the Bachelor of Arts (4-year) program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

Sociology Major

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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The main goal of the BA, Sociology Major is to introduce students to the basic skills involved in understanding sociological theory and sociological research, and to show how these skills are used in such applied areas of study as crime and deviance, family and gender studies, environmental and health issues, agriculture and food, technology and the information society, race and ethnic relations, organizations and bureaucracies as well as Canadian society and social change.

These courses are designed to enable students to think more reflexively about their own life experiences, and to think more critically and analytically about some of the pressing social and global issues of our age. Many of these courses will also help students to prepare for careers in such professional fields as management, human resource development, marketing, education, nursing, local government, non-government organizations, social work and counselling, law enforcement, urban planning and community development, and family and community services.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Although you may change majors, a major must be selected when you enrol in the Bachelor of Arts (4-year) program.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

You are strongly encouraged to register in ENGL 255 early in your program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

better was achieved.

Double majors

Students in the Bachelor of Arts (4-year) program, as either a first or second undergraduate degree, generally have the option to combine two majors if they wish. Students who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University **advisor** for assistance in selecting their programs and courses.

Change of major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2012-2013 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

In the Bachelor of Arts (4-year), students have the option of taking a minor in addition to their major. Although students must declare a major when they become BA (4-year) program students, they may declare a minor at any point in their studies. A BA minor comprises 30 credits distinct from the major in a related discipline in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or 400 level. If they choose a minor, students must still complete all requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor will be recorded on the transcript. Available BA minors are:

- **Anthropology**
- **Canadian Studies**
- **English**
- **French**
- **Global Studies**
- **Heritage Resources Management**
- **History**
- **Humanities**
- **Inclusive Education**
- **Labour Studies**
- **Philosophy**
- **Political Economy**
- **Political Science**
- **Psychology**

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- Public Administration
- Sociology
- Women's and Gender Studies

Program structure

Total credits in the program	120
Minimum credits required	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and social sciences)	96
- **Humanities** , a minimum of - **Social science** , minimum of	18 18

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Minor (optional)	
Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30
Students may not apply a course to both the major and the minor.	
Maximum credits allowed	
In any one discipline	60
Applied studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition credits	9

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and the online version, the online Calendar will be binding.

Additional Sociology Major requirements

Requirements in addition to the general program requirements for the Bachelor of Arts (4-year) with Major:

1. A minimum of 45 credits from major courses including a minimum of 30 senior (300 or 400) level credits (including 12, 400-level credits).
2. **Required courses** (21 credits)

SOCI 287 – Introduction to Sociology I	(3)
SOCI 288 – Introduction to Sociology II – Social Movements	(3)
SOCI 301 – Social Statistics	(3)
SOCI 335 – Classical Sociological Theory and Its Relevance Today	(3)
SOCI 337 – Modern Sociological Theory in the 20th Century: the Age of Grand Theory	(3)
SOCI 381 – The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
SOSC 366 – Research Methods in the Social Sciences	(3)

3. **Electives** (24 credits)

All **SOCI** courses	

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Up to 9 credits from any **WGST** or **LBST** course	

Second undergraduate degree

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who have completed a previous undergraduate degree must enter the second undergraduate Bachelor of Arts (4-year) degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Second undergraduate degree requirements

Program structure

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*
Minimum credits required	
At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Arts (Humanities and social science)	48
› **Humanities** › **Social science**	9 9
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum credits allowed	
In any one discipline	45
Applied studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits ** A maximum of 39 PLAR credits is allowed if you	9**

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declare a Labour Studies major.	
Major (compulsory)	
Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Women's and Gender Studies Major

Regulations effective Sep. 1, 2024.

The mission of the Bachelor of Arts (4-year) is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The Bachelor of Arts (4-year) provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts (4-year) with a Major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Students enrolled in the Bachelor of Arts (3-year) program who wish to transfer to the Bachelor of Arts (4-year) program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

Women's and Gender Studies Major

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Athabasca University's Women's and Gender Studies program is designed to develop or expand your knowledge of the established field of women's studies and the emerging field of gender studies. You will have the opportunity to engage with a range of feminist theories, concepts, history, methodologies, research, and activism and discover how they inform the diverse lives and experiences of women across cultures.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Although you may change majors, a major must be selected when you enrol in the Bachelor of Arts (4-year) program.

You are strongly encouraged to register in ENGL 255 early in your program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Degree conversion provision

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The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion From Three- to Four-Year Program Policy**

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**
  or
- receive credit for an English course in which a grade of B- or better was achieved.

Double majors

Students in the Bachelor of Arts (4-year) program, as either a first or second undergraduate degree, generally have the option to

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combine two majors if they wish. Students who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University **advisor** for assistance in selecting their programs and courses.

Change of major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2012-2013 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

In the Bachelor of Arts (4-year), students have the option of taking a minor in addition to their major. Although students must declare a major when they become BA (4-year) program students, they may declare a minor at any point in their studies. A BA minor comprises 30 credits distinct from the major in a related discipline in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or 400 level. If they choose a minor, students must still complete all

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requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor will be recorded on the transcript. Available BA minors are:

- Anthropology
- Canadian Studies
- English
- French
- Global Studies
- Heritage Resources Management
- History
- Humanities
- Inclusive Education
- Labour Studies
- Philosophy
- Political Economy
- Political Science
- Psychology
- Public Administration
- Sociology
- Women’s and Gender Studies

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Program structure

Total credits in the program	120
Minimum credits required	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and social sciences)	96
› **Humanities** , a minimum of › **Social science** , minimum of	18 18
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits	

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must be obtained through Athabasca University in order to be considered.	24
Minor (optional)	
Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30
Students may not apply a course to both the major and the minor.	
Maximum credits allowed	
In any one discipline	60
Applied studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition credits	9

Additional Women's and Gender Studies Major requirements

Requirements in addition to the general program requirements for the Bachelor of Arts (4-year) with Major:

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1. A minimum of 45 credits in designated **WGST** major courses including 30 senior (300 or 400) level credits applicable to the major (a minimum of 12, 400-level credits). The 9, 400-level credits taken in the required core can be used to fulfill a portion of these 12, 400-level credits.
2. 30 credits in the following required core courses:

INST 358 – Aboriginal Women in Canada	(3)
WGST 200 – Feminist Research and Women's Lives	(3)
WGST 201 – An Introduction to Women's and Gender Studies	(3)
WGST 303 – Gender, Women, Health	(3)
WGST 320 – Gendered Bodies and Society	(3)
WGST 322 – Sexuality in Society	(3)
WGST/SOCI 345 – Women, Gender and Work in Canada	(3)
WGST 401 – Contemporary Feminist Theory	(3)
WGST 422 – Violence Against Women: A Global Perspective	(3)
WGST/HSRV 470 – Advocacy From the Margins	(3)

Electives

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(15 credits selected from the following)

All WGST Courses	
ANTH 384 – The Family in World Perspective	(3)
ENGL 307 – Women in Literature	(3)
ENGL 308 – Indigenous Literature in Canada	(3)
INST 420 – Indigenous Resistance	(3)
LGST 390 – Women, Equality and the Law	(3)
POEC 395 – Political Economy of Development: People, Processes, and Policies	(3)
POLI 350 – Women in Canadian Politics	(3)
PSYC 345 – The Psychology of Gender and Sexuality	(3)
PSYC 347 – The Introduction to Feminist Counselling	(3)
SOCI 378/CMNS 385 – Rebel with a Cause: Social Movements in History and Popular Culture	(3)

Recommendation

Before enrolling in this program, students should contact **Advising Services** .

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Second Undergraduate Degree

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who have completed a previous undergraduate degree must enter the second undergraduate Bachelor of Arts (4-year) degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Second Undergraduate Degree Requirements

Program structure

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*
Minimum credits required	
At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	
Arts (Humanities and social science)	48

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

› Humanities › Social science	9 9
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum credits allowed	
In any one discipline	45
Applied studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits ** A maximum of 39 PLAR credits is allowed if you declare a Labour Studies major.	9**
Major (compulsory)	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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and the online version, the online Calendar will be binding.

Bachelor of Arts, Minor in Anthropology

Regulations effective Sep. 1, 2024.

30 credits in courses designated as Anthropology including a minimum of 15 senior-level (300 or 400) credits:

1. 12 credits core: ANTH 275, 272 or 277, 278, and 354.
2. 3 credits in research methods: ANTH 390, ANTH 402, ANTH 476, and SOSC 366.
3. 15 credits of electives as listed in the major.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

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- Program website
- Transfer credit services
- Archived program regulations
- Estimated program fees

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Minor in Canadian Studies

Regulations effective Sep. 1, 2024.

30 credits in courses designated as Canadian Studies courses including a minimum of 15 senior (300 or 400) level courses:

1. A minimum of 6 credits per subarea from any four of the following five: Canadian History, Canadian Literature, Canadian Geography, Canadian Indigenous and Ethnic Studies, and Canadian Politics and Government.
2. Students must meet the language requirement by completing 3 junior (200 level) credits in French and/or one of Canada's Indigenous languages (for example, Cree or Inuktitut).

* Note for students seeking transfer credit: Within each elective area, courses that are not listed here but which are easily demonstrated to have mainly Canadian content may be counted towards the credit requirements for the elective area upon approval of the program director.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Helpful links and resources:

Program related information

- **Faculty website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

Ask AU

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Bachelor of Arts, Minor in English

Regulations effective Sep. 1, 2024.

30 credits in English with a minimum of 15 at the senior level:

1. 3 junior (200) level English credits in composition, for example ENGL 255.
2. 6 junior (200) level English credits in literary genres, for example ENGL 211 and ENGL 212.
3. 3 senior (300/400) level English credits in literary theory, for example ENGL 316 and ENGL 423.
4. 18 credits in English courses (except 100-level).

Note: Courses at the 100 level in English cannot be used toward the minor.

Recommendation

To the extent possible, within the required number of credits, students should attempt to achieve a balanced minor in English by selecting courses in British, Canadian, American, and Indigenous literature, within a range of genres and

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historical periods, as well as courses in topics that are global, non-canonical, or otherwise representative of marginalized or minoritized communities.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Minor in French

Regulations effective Sep. 1, 2024.

30 credits in courses designated FREN, excluding FREN 100 and FREN 101.

1. 15 of the 30 credits must be at the senior (300 and 400) level.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**

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Archived program regulations

Estimated program fees

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

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and the online version, the online Calendar will be binding.

Bachelor of Arts, Minor in Global Studies

Regulations effective Sep. 1, 2024.

The Global Studies Minor at Athabasca University is designed to provide the tools to understand the processes of globalization with a historical and sociological angle (as opposed to history or sociology with a global angle). Its holistic perspective breaks through the confines of scholarly specialization, and raises human global self-awareness as it affects every day popular life, action, psyche, imagination and consciousness on a mass, global scale. The transdisciplinary approach is invaluable for both the beginning student as well as the professional who seek to comprehend the past and present views of the globalizing phenomena, which is critical to understand the fundamental aspects of our society and its development.

Minor (30 credits, of which at least 15 must be at the senior (300/400) level)

Required core courses

(3 credits)

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GLST 205 – Building Blocks of Global Studies: Overview of Approaches, Concepts, and Issues	(3)

Elective courses

(Select a minimum of 12 credits from this list)

ANTH 275 – Faces of Culture: An Introduction to Cultural Anthropology	(3)
CMNS 308 – Understanding Statistical Evidence	(3)
CLST 325 – Understanding Cultural Studies	(3)
ECON 248 – Macroeconomics	(3)
ENGL 341 – World Literature	(6)
GEOG 201 – Introductory Human Geography	(3)
GLST/ENVS 243 – Environmental Change in a Global Context	(3)
GLST/GEOG 200 – World Regional Geography	(3)
GLST/POEC 230 – Globalization and World Politics	(3)
GLST/INTR/POEC 395 – Political Economy of Development: People, Processes, and Policies	(3)

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PHIL 252 – Critical Thinking	(3)
SOSC 366 – Research Methods in the Social Sciences	(3)
WGST 201 – An Introduction to Women's and Gender Studies	(3)

Focus areas

(Select 15 credits in one of the following focus areas):

Global Studies at AU has the following five focus areas:

- Global Economy and Development
- Global Governance and Conflict
- Global Cultures and Societies
- Global Media and Communication
- Global Literatures and Languages

Focus area electives

1: Global Economy and Development

ECON 366 – Economic Development	(3)
ECON 401 – The Changing Global Economy	(3)
ECON 475 – International Trade	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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ECON 476 – International Finance	(3)
ECON/LBST 330 – Workers and the Economy	(3)
ENVS 461 – The History and Politics of Ecology	(3)
GEOG 201 – Introductory Human Geography	(3)
GEOL 313 – Our Physical Resources	(3)
GOVN 450 – Public Budgeting and Financial Management in a Globalized World	(3)
GLST/INTR/POEC 395 – Political Economy of Development: People, Processes, and Policies	(3)
MKTG 414 – International Marketing and Exporting	(3)
POEC 302 – Theories and Approaches to Political Economy	(3)
POEC 393 – Canada and the Global Political Economy	(3)
SOCI 450 – Environmental Sociology	(3)

2: Global Governance and Conflict

CMNS 385/SOCI 378 – Rebel with a Cause: Social Movements in History and Popular Culture	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

ENVS 200 – Introduction to Environmental Studies	(3)
ENVS 435 – Transformative Change in Building Sustainable Communities	(3)
GLST/GOVN/POLI 403 – Public Policy in a Global Era	(3)
GLST/GOVN/POLI 440 – Global Governance and Law	(3)
GLST/HIST 367 – The Second World War	(3)
GLST/INTR/POEC 483 – Political Economy of Globalization	(3)
GOVN/POLI 301 – Governance, the Public Sector and Corporate Power	(3)
INST 348 – Aboriginal Justice in Canada	(3)
INST 377 – Topics in Aboriginal Government	(3)
INST 420 – Indigenous Resistance	(3)
INST 426 – Aboriginal Government and Law	(3)
INST 430 – Indigenous Governance	(3)
INST 480 – Comparative Indigenous Models of Government: International Models	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

LBST 332 – Women and Unions	(3)
PHIL 371 – Ethics, Science, Technology and the Environment	(3)
PHIL 375 – Philosophy of the Environment	(3)
POLI/INTR 330 – International and Global Politics	(3)
POLI 342 – Introduction to Comparative Politics	(3)
SOCI 300 – How Humans Organize: From Primary Groups to the World Wide Web	(3)
SOCI 381 – The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
SOCI 435 – Theories of Social Change	(3)

3: Global Cultures and Societies

ANTH 277 – The Archaeology of Us: First Humans to First Civilizations	(3)
ANTH 320 – Ancient Cities and Civilizations	(3)
ANTH 384 – The Family in the World Perspective	(3)
ANTH 394 – Urban Anthropology	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

ANTH 407 – Examining Cultures—Advanced Readings in Regional Ethnology	(3)
ANTH 434 – The History of Anthropological Thought	(3)
ANTH 491 – Ethnobiology: Traditional Biological Knowledge in Contemporary Global Context	(3)
CLAS/HIST/HUMN 309 – Ancient Greece	(3)
GLST 308 – Americas: An Introduction to Latin America and the Caribbean	(3)
GLST/HIST 209 – A History of the World in the Twentieth Century I	(3)
GLST/HIST 210 – A History of the World in the Twentieth Century II	(3)
GLST/HIST/WGST 460 – Famous Feminists and Their Times: Global History of Feminism	(3)
HIST 216 – Europe: 1618 – 1939: From the Thirty Years' War to the Age of Dictators	(3)
HIST 327 – Imperial Russia	(3)
HIST 330 – Social History of Canada: European Contact to Early Industrialization	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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HIST 331 – Social History of Canada: Early Industrialization to Contemporary Canada	(3)
HIST/HUMN 201 – Western Thought and Culture I: Before the Reformation	(3)
HIST/HUMN 202 – The West from the Enlightenment to the 21st Century	(3)
HIST/INST 368 – Indigenous Peoples in Canada to 1830	(3)
HIST/INST 369 – Indigenous Peoples in Canada Since 1830	(3)
HIST/INST 370 – The Métis	(3)
INST 203 – Indigenous Studies I	(3)
INST 205 – Indigenous Studies II	(3)
INST 357 – Contemporary Aboriginal Issues in Canada	(3)
INST 358 – Aboriginal Women in Canada	(3)
PHIL 231 – Introduction to Philosophy: West and East	(3)
RELS 204 – Introduction to World Religions	(6)
SOCI 331 – Exposed! Sociology of Environment and Aging	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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SOCI 337 – Modern Sociological Theory in the 20th Century: the Age of Grand Theory	(3)
SOCI 380 – Canadian Ethnic Relations	(3)
WGST 333 – Goddess Mythology, Spirituality and Eco-feminism	(3)
WGST 422 – Violence Against Women: A Global Perspective	(3)

4: Global Media and Communication

CMNS 201 – Introduction to Mass Media	(3)
CMNS 302 – Communication in History	(3)
CMNS 358 – Popular Culture and the Media	(3)
CMNS 402 – Global Communication	(3)
CMNS 423 – The Television Age	(3)
CMNS 202/POLI 291 – Media and Power in Canadian Society	(3)
HIST 404 – Historical Foundations of Modern Science	(3)
MKTG 420 – Advertising and Promotion	(3)
POLI 480 – Politics of Our Networked World in the Digital Era	(3)

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5: Global Literature and Languages

ANTH 354 – Language and Culture	(3)
ANTH 401 – Ethnography, the Writing of Culture	(3)
CMNS 425 – Film and Genre	(3)
ENGL 306 – The Literature of Work	(3)
ENGL 307 – Women in Literature	(3)
ENGL 308 – Indigenous Literature in Canada	(3)
ENGL 351 – Comparative Canadian Literature I	(3)
ENGL 433 – Post-Colonial Literatures	(6)
FREN 358 – Initiation à la littérature d'expression française I	(3)
FREN 374 – Introduction à la littérature canadienne-française	(6)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Minor in Heritage Resources Management

Regulations effective Sep. 1, 2024.

The Minor in Heritage Resources Management is designed to provide the tools to understand contemporary heritage conservation as a theoretical and applied field. It offers an opportunity for students to add variety and depth to their studies and expand the scope of their BA Major fields.

Minor (30 credits distinct from the major in a related discipline)

Required core courses

(21 credits)

HERM 301 – Introduction to Heritage Resources Management	(3)

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HERM 312/HIST 316 – Heritage Research	(3)
HERM 322 – Heritage Collections	(3)
HERM 327 – Heritage Policy in Canada	(3)
HERM/PHIL 334 – Professional Ethics in Heritage Resources Management	(3)
HERM 342 – General Principles of Planning Historic Places	(3)
HERM 361 – Interpretive Programming	(3)
or	
HERM 339 – Conservation	

Elective courses

(9 credits)

A minimum of nine (9) credits is required. All nine (9) credits must be taken from one area of study as outlined below.

Area of study 1: Anthropology

Any **ANTH** courses 300 level or above

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Area of study 2: History

Any **HIST** courses 300 level or above

Area of study 3: Administration and Management

ACCT 250 – Accounting for Managers	(3)
ACCT 253 – Introductory Financial Accounting	(3)
ADMN 232 – Introduction to Management	(3)
HRMT 300 – Human Resources Planning	(3)
HRMT 441 – Strategic Human Resource Management	(3)
GOVN 380/HSRV 363 – Nonprofit and Voluntary Sector Governance	(3)
LGST 331 – Administrative Law	(3)
MKTG 396 – Introduction to Marketing	(3)

Area of study 4: Visual Culture

ARHI 201 – A Survey of Western Art I: Looking at Art from Ancient Times to the Middle Ages	(3)

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ARHI 202 – A Survey of Western Art II: Looking at Art from the Renaissance to Present Day	(3)
ARHI 301 – Canadian Visual Culture	(3)
CMNS 425 – Film and Genre	(3)

Area of study 5: Culture and Society

CMNS 302 – Communications in History	(3)
CMNS 358 – Popular Culture and the Media	(3)
CMNS 401 – Cultural Policy in Canada	(3)
CMNS 423 – The Television Age	(3)
CLST 325 – Understanding Cultural Studies	(3)

Area of study 6: Second European Language

Any 200-level or above courses in **SPAN**
or

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Any 200-level or above courses in **FREN**

Area of study 7: Indigenous Studies

INST 203 – Indigenous Studies I	(3)
INST 205 – Indigenous Studies II	(3)
INST 358 – Aboriginal Women in Canada	(3)
INST 368 – Indigenous Peoples of Canada to 1830	(3)
INST 369 – Indigenous Peoples of Canada since 1830	(3)
INST 370 – The Métis	(3)

Area of study 8: Science and the Public

ENVS 200 – Introduction to Environmental Studies	(3)
ENVS/GLST 243 – Environmental Change in a Global Context	(3)
ENVS 435 – Transformative Change in Building Sustainable Communities	(3)
ENVS 461 – The History and Politics of Ecology	(3)

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GEOL 207 – Introduction to Environmental Geology	(3)
GEOG 265 – Introduction to Physical Geography I	(3)
GEOG 266 – Introduction to Physical Geography II: Lithosphere and Biosphere	(3)

Area of study 9: Architecture

ARCH 200 – History of Ideas in Architecture I	(3)
ARCH 300 – History of Ideas in Architecture II	(3)
ARCH 320 – History of Canadian Architecture	(3)
ARCH 330 – Architectural Design Theory Fundamentals	(3)
ARCH 340 – History and Theory of Modernism	(3)
ARCH 350 – Landscape	(3)
ARCH 400 – Urbanism	(3)
ARCH 420 – Contemporary Architectural Theory and Research	(3)

Transfer credit

For students seeking transfer credit, equivalent courses that are not listed here

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but which are easily demonstrated to have relevance to the required Core courses or the Elective courses, may be counted towards the credit requirement for the Minor in HRM on approval of the program director.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Bachelor of Arts, Minor in History

Regulations effective Sep. 1, 2024.

30 credits in designated History major courses including a minimum of 15 senior (300 or 400) level credits:

1. A minimum of 3 junior-level credits in North American history.
2. A minimum of 3 junior-level credits in European history.
3. A minimum of 3 junior-level credits in courses in history of areas of the world other than North America or Europe.
4. A minimum of 6 senior-level credits in each of two of the following: North American history, European history, history of areas of the world other than North America or Europe.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

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Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Minor in Humanities

Regulations effective Sep. 1, 2024.

Total Number of Required Credits: 30, of which 15 must be at the senior (300 of 400) level.

Required courses

(the core, 15 credits to be selected from this list)

CMNS 358 – Popular Culture and the Media	(3)
ENGL 255 – Introductory Composition	(3)
HIST 407 – The Enlightenment	(3)
HUMN/HIST 201 – Western Thought and Culture I: Before the Reformation	(3)

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HUMN/HIST 202 – The West from the Enlightenment to the 21st Century	(3)
INFS 200 – Information Seeking and Society in the Information Age	(3)
PHIL 252 – Critical Thinking	(3)

Elective courses

(15 credits, to be selected from this list or from the above list of required courses)

ANTH 275 – Faces of Culture: An Introduction to Cultural Anthropology	(3)
ANTH 277 – The Archaeology of Ancient Peoples	(3)
ANTH 320 – Ancient Cities and Civilizations	(3)
ANTH 354 – Language and Culture	(3)
ARHI 201 – A Survey of Western Art I: Looking at Art from Ancient Times to the Middle Ages	(3)
ARHI 202 – A Survey of Western Art II: Looking at Art from the	

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Renaissance to Present Day	(3)
CMNS 302 – Communication in History	(3)
CMNS 401 – Cultural Policy in Canada	(3)
CMNS 423 – The Television Age	(3)
ENGL 303 – A History of Drama Part I: Early Stages	(3)
ENGL 304 – A History of Drama Part II: Modernist Theatre	(3)
ENGL 373 – Film and Literature	(3)
ENGL 423 – Advanced Literary Theory	(3)
GLST 308 – Americas: An Introduction to Latin America and the Caribbean	(3)
HIST 216 – Europe: 1618 – 1939: From the Thirty Years' War to the Age of Dictators	(3)
HIST 371 – Early Medieval Europe, 400 – 1000	(3)
HIST 372 – High Medieval Europe, 1000 – 1350	(3)
HIST 373 – The Renaissance	(3)
HIST 404 – Historical Foundations of Modern Science	(3)

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HUMN/CLAS/HIST 309 – Ancient Greece	(3)
INST 203 – Indigenous Studies I	(3)
MUSI 267 – Sound and Sense: Listening to Music	(3)
PHIL 231 – Introduction to Philosophy: West and East	(3)
PHIL 342 – Seventeenth and Eighteenth Century Philosophy	(3)
PHIL 371 – Ethics, Science, Technology and the Environment	(3)
POLI 355 – Political Philosophy: Plato to Machiavelli	(3)
POLI 357 – Political Philosophy: Hobbes to Human Rights	(3)
RELS 204 – Introduction to World Religions	(6)
WGST 201 – An Introduction to Women's and Gender Studies	(3)
WGST 333 – Goddess Mythology, Women's Spirituality, and Ecofeminism	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

Updated February 18, 2025 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Bachelor of Arts, Minor in Inclusive Education

Regulations effective September 1, 2023.

Educational Psychology Inclusive Education for Students with Diverse Needs Learning Disabilities: Issues and Interventions Assessment and Instruction for Students with Diverse Needs Behavior Modification Principles Consultation and Collaboration for Students with Special Needs Supporting Children and Youth with Emotional and Behavioral Challenges Technology for Students with Diverse Learning Needs Total Number of Required Credits: 30, of which 15 must be at the senior (300 or 400) level.

Required core courses

(24 credits)

EDPY 200 – Educational Psychology	(3)
EDPY 351 – Inclusive Education for Students with Diverse Needs	(3)

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EDPY/PSYC 389 – Learning Disabilities: Issues and Interventions	(3)
EDPY/PSYC 403 – Assessment and Instruction for Students with Diverse Needs	(3)
PSYC 365 – Behavior Modification Principles	(3)
EDPY/PSYC 470 – Consultation and Collaboration for Students with Special Needs	(3)
EDPY/PSYC 471 – Supporting Children and Youth with Emotional and Behavioral Challenges	(3)
EDPY/PSYC 476 – Technology for Students with Diverse Learning Needs	(3)

Elective courses

(6 credits, to be chosen from the following list)

EDPY/PSYC 389 – Learning Disabilities: Issues and Interventions	(3)
EDPY/PSYC 469 – Principles of Psychological Assessment	(3)

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EDPY/PSYC 478 – Autism Spectrum Disorder	(3)
EDPY 479 – Introduction to Computer Based Instruction	(3)
PSYC 323 – Developmental Psychology	(3)
PSYC 350 – Adolescent Psychology	(3)
PSYC 355 – Cognitive Psychology	(3)
PSYC 356 – Introduction to Personality Theories and Issues	(3)
PSYC 388 – Introduction to Counselling	(3)
PSYC 302 – Biological Psychology	(3)
PSYC 418 – Special Projects in Psychology	(3)
PSYC 435 – Abnormal Psychology	(3)
Note: A maximum of 18 credits in **Applied Studies** is allowed in the BA.	

Information effective Sept. 1, 2023 to Aug. 31, 2024.

Helpful links and resources:

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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Program related information

- Faculty website
- Transfer credit services
- Archived program regulations
- Estimated program fees

Updated March 13, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Minor in Labour Studies

Regulations effective September 1, 2023.

30 credits selected from courses listed in the major:

1. 15 of the 30 credits must be at the senior (300 and 400) level

Information effective Sept. 1, 2023 to Aug. 31, 2024.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Archived program regulations

Estimated program fees

Updated February 05, 2024 by Office of the Registrar (calendar@athabascau.ca)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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Bachelor of Arts, Minor in Philosophy

Regulations effective Sep. 1, 2024.

The Philosophy Minor is designed to introduce students to the great philosophical questions, such as, truth, justice, beauty and meaning, as well as help students develop critical reading and thinking skills to be better able to interpret texts, evaluate arguments, and write coherently and persuasively.

30 credits in Philosophy courses, except PHIL 152:

1. 15 credits in Philosophy at the senior (300/400) level.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

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- Faculty website
- Transfer credit services
- Archived program regulations
- Estimated program fees

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Minor in Political Economy

Regulations effective Sep. 1, 2024.

The Political Economy Minor at Athabasca University is designed for both beginning students and professionals to understand and engage with Canadian and global political and economic issues. The course selection provides students the opportunity to develop a greater appreciation and understanding of diverse polities, economies, cultures, and regions of the world. Additionally, it offers to professionals the retooling skills and the academic credential necessary for successful employment in an era of globalization.

Minor (30 credits, of which at least 15 must be in senior courses)

Core courses

(12 credits)

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POEC/GLST/INTR 230 – Globalization and World Politics	(3)
POEC 302 – Theories and Approaches to Political Economy	(3)
POEC/GLST/INTR 395 – Political Economy of Development: People, Processes, and Policies	(3)
CMNS 308 – Understanding Statistical Evidence	(3)
or	
ECON 247 – Microeconomics	
or	
ECON 248 – Macroeconomics	
or	
MATH 215 – Introduction to Statistics	
or	
MGSC 301 – Statistics for Business and Economics I	

Focus areas

(12 credits in one of the two Political Economy focus areas):

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- Focus area 1: Global Political Economy
- Focus area 2: Canadian Political Economy

Focus area 1: Global Political Economy

ECON 366 – Economic Development	(3)
ECON 475 – International Trade	(3)
ECON 476 – International Finance	(3)
ECON/LBST 330 – Workers and the Economy	(3)
ENVS 435 – Transformative Change in Building Sustainable Communities	(3)
ENVS/GLST 243 – Environmental Change in a Global Context	(3)
FNCE 370 – Overview of Corporate Finance	(3)
GEOL 313 – Our Physical Resources	(3)
GOVN 450 – Public Budgeting and Financial Management in a Globalized World	(3)
GLST/GOVN/POLI 403 – Public Policy in a Global Era	(3)
LBST/SOCI/WGST 332 – Women and Unions	(3)

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MKTG 414 – International Marketing and Exporting	(3)
POEC/GLST/INTR 483 – Political Economy of Globalization	(3)
POLI 307 – Political Ideologies	(3)
POLI/INTR 330 – International and Global Politics	(3)
POLI 342 – Introduction to Comparative Politics	(3)
POLI 480 – Politics of Our Networked World in the Digital Era	(3)
SOCI 381 – The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
SOCI 435 – Theories of Social Change	(3)

Focus area 2: Canadian Political Economy

CMNS 380 – Corporate Communication	(3)
CMNS 401 – Cultural Policy in Canada	(3)
CMNS 202/POLI 291 – Media and Power in Canadian Society	(3)
ECON 385 – Money, Banking and Canadian Financial Institutions	(3)
FNCE 322 – Personal Finance	(3)

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GEOG 311 – Canadian Urban Development	(3)
GOVN 301 – Governance, the Public Sector and Corporate Power	(3)
GOVN 450 – Public Budgeting and Financial Management in a Globalized World	(3)
HIST 326 – Contemporary Canada: Canada after 1945	(3)
HIST 330 – Social History of Canada: European Contact to Early Industrialization	(3)
HIST 331 – Social History of Canada: Early Industrialization to Contemporary Canada	(3)
HIST 336 – History of Canadian Labour	(3)
HIST/WGST 365 – Girls and Women in Urban Canada, 1880–1940	(3)
IDRL 320 – The Law of Work	(3)
IDRL 309/LGST 310 – Human Rights, the Charter and Labour Relations	(3)
POEC 393 – Canada and the Global Political Economy	(3)
POLI 309 – Canadian Government and Politics	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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POLI 311 – Aboriginal Politics and Governments	(3)
POLI 325 – Canadian Environmental Policy and Politics	(3)
POLI 390 – Canadian Federalism	(3)
SOCI 291 – Canadian Society	(3)
SOCI 321 – Sociology of Work and Industry	(3)
TAXX 301 – Taxation I	(3)

Electives

(6 credits from any of the following Political Economy designated courses)

ANTH 277 – The Archaeology of Us: First Humans to First Civilizations	(3)
ANTH 320 – Ancient Cities and Civilizations	(3)
ANTH 384 – The Family in the World Perspective	(3)
ANTH 394 – Urban Anthropology	(3)
ANTH 407 – Examining Cultures—Advanced Readings in Regional Ethnology	(3)

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CMNS 201 – Introduction to Mass Media	(3)
CMNS 302 – Communication in History	(3)
CMNS 358 – Popular Culture and the Media	(3)
CMNS 402 – Global Communication	(3)
CMNS 423 – The Television Age	(3)
CMNS 385/ SOCI 378 – Rebel with a Cause: Social Movements in History and Popular Culture	(3)
ECON/HADM 321 – Health Care Economics	(3)
ECON 380 – Public Finance and Expenditure	(3)
ENVS 435 – Transformative Change in Building Sustainable Communities	(3)
GEOG 201 – Introductory Human Geography	(3)
GEOG/GLST 200 – World Regional Geography	(3)
GLST/HIST 209 – A History of the World in the Twentieth Century I	(3)

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GLST/HIST 210 – A History of the World in the Twentieth Century II	(3)
GLST/HIST 308 – Americas: An Introduction to Latin America and the Caribbean	(3)
HIST 404 – Historical Foundations of Modern Science	(3)
HIST 407 – The Enlightenment	(3)
HIST 486 – The Industrial Revolution	(3)
HIST/GLST/WGST 460 – Famous Feminists and Their Times: Global History of Feminism	(3)
HIST/INST 368 – History of Canada's First Nations to 1830	(3)
HIST/INST 369 – History of Canada's First Nations from 1830	(3)
HIST/INST 370 – The Métis	(3)
INST 203 – Indigenous Studies I	(3)
INST 205 – Indigenous Studies II	(3)
INST 357 – Contemporary Aboriginal Issues in Canada	(3)
INST 358 – Aboriginal Women in Canada	(3)

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INST 430 – Indigenous Governance	(3)
PHIL 371 – Ethics, Science, Technology, and the Environment	(3)
PHIL 375 – Philosophy of the Environment	(3)
SOCI 380 – Canadian Ethnic Relations	(3)
WGST 201 – An Introduction to Women's and Gender Studies	(3)
WGST 302 – Communication Skills – Feminist Practice	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- Program website
- Transfer credit services
- Archived program regulations
- Estimated program fees

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Bachelor of Arts, Minor in Political Science

Regulations effective Sep. 1, 2024.

30 credits in courses designated as Political Science:

1. 15 senior credits in courses designated Political Science.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**

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Archived program regulations

Estimated program fees

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Bachelor of Arts, Minor in Psychology

Regulations effective Sep. 1, 2024.

The Psychology Minor is intended to meet the needs of students who recognize that an understanding and analysis of psychological processes is an important component of their education. The Psychology Minor is designed to provide undergraduate students with a broad overview of topics and domains in psychology, and knowledge and skills related to research methods within the field of psychology.

Program requirements for a Psychology Minor:

A minimum of 30 credits in designated Psychology courses including 15 senior-level (300 or 400 level) credits.

Required courses

(15 credits)

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An introductory statistics course selected from one of the following:	
MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-Oriented Approach to Statistics	
or	
SOCI 301 – Social Statistics	
NOTE: We strongly recommend that students consider taking MATH 216 for this requirement as most quantitative data analysis is completed using computer software and this is a valuable skill both for future study and work in various fields.	
PSYC 289 – Psychology as a Natural Science	(3)
PSYC 290 – General Psychology	(3)
PSYC 375 – History of Psychology	(3)
PSYC 304 – Research Methods in Psychology	(3)

Foundational courses

(A minimum of 9 credits selected from the following

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foundational courses)

PSYC 323 – Developmental Psychology Note: PSYC 228 and PSYC 323 are precluded courses, however, only PSYC 323 may be used for foundational course credit in the minor.	(3)
PSYC 355 – Cognitive Psychology	(3)
PSYC 356 – Introduction to Personality Theories and Issues	(3)
PSYC 379 – Social Psychology	(3)
PSYC 387 – Learning	(3)
PSYC 302 – Biological Psychology	(3)
PSYC 435 – Abnormal Psychology	(3)

Elective courses

The remaining 6 elective psychology credits may be completed by taking the following courses:

Any PSYC course, including those from the Foundational Courses listed above	
A maximum of one (1) course from the following list:	
CRJS 360 – The Psychology of Criminal Behaviour	(3)

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ORGB 327 – Leadership in Organizations	(3)
ORGB 364 – Organizational Behaviour	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- Program website
- Transfer credit services
- Archived program regulations
- Estimated program fees

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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and the online version, the online Calendar will be binding.

Bachelor of Arts, Minor in Public Administration

Regulations effective Sep. 1, 2024.

The Public Administration minor is designed for students who are seeking managerial careers at the municipal, provincial, and federal levels of government, as well as within non-profit and quasi-governmental organizations. Students can select a mix of Arts and Applied Studies courses in such areas as governance, political science, public policy, economics, public finance, budgeting, legal studies, human resources management, industrial relations, communications, health administration, and indigenous studies.

The role of public servants is becoming increasingly complex as the global economy becomes more integrated and the capacity of nation-states to act decisively is constrained by a multitude of factors. Public Administration professionals must possess strategic, analytic, and creative thinking skills. This minor prepares students to assume public sector managerial roles in the knowledge-based society; it provides them with exposure to administrative concepts, tools and practice, yet keeps them firmly grounded in the liberal arts education program.

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Public Administration Minor (optional) - 30 credits

Required courses

(24 credits)

GOVN 301 – Governance, the Public Sector and Corporate Power	(3)
GOVN 380/HSRV 363 – Nonprofit and Voluntary Sector Governance	(3)
or	
GOVN/POLI 405 – Innovative Public Management	
or	
GOVN 450 – Public Budgeting and Financial Management in a Globalized World	
GOVN/LGST 377 – Issues in Access to Information and Privacy Protection	
or	
GLST/GOVN/POLI 440 – Global Governance and Law	

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or	(3)
LGST 331* – Administrative Law	
or	
INST 426* – Aboriginal Law and Government	
A Policy course, such as:	
GOVN 390/POLI 392 – Public Policy and Administrative Governance	(3)
or	
GOVN/POLI/GLST 403 – Public Policy in a Global Area	
A Statistics course, such as:	
CMNS 308 – Understanding Statistical Evidence	(3)
or	
SOCI 301 – Social Statistics	
A Professional Ethics course, such as:	
PHIL 333 – Professional Ethics**	

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or	(3)
Other PHIL professional ethics course	
Indigenous cultural competency course, such as:	
INST 203 – Indigenous Studies I	(3)
or	
INST 205 – Indigenous Studies II	
or	
POLI 311 – Aboriginal Politics and Governments	
or	
ANTH 362 – First Peoples of Canada	
Women-focused of gender studies course, such as:	
All **WGST** courses	
or	
ANTH 375 – The Anthropology of Gender	

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or	
HSRV 421 – Advocacy from the Margins	(3)
or	
POLI 350 – Women in Canadian Politics	
or	
LGST 390 – Women, Equality, and the Law *	

Electives

(6 credits)

All **GOVN** courses that are not required courses	
GLST 205 – Building Blocks of Global Studies: Overview of Approaches, Concepts, and Issues	(3)
GLST/ENVS 243 – Environmental Change in a Global Context	(3)
ENVS 305 – Environmental Impact Assessment	(3)
ENVS 435 – Transformative Change in Building Sustainable Communities	(3)

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ECON 247 – Microeconomics	(3)
or	
ECON 248 – Macroeconomics	
ADMN 232* – Introduction to Management	(3)
or	
SOCI 300 – How Humans Organize: From Primary Groups to the World Wide Web	
or	
ORGB 326* – Organizational Theory	
or	
ORGB 364* – Organizational Behavior	
SOCI 381 – The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
All **IDRL*** courses	
All **HRMT*** courses	
All **LBST** courses	

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All **POEC** courses	
All **POLI** courses	

Notes:

All courses above are designated Social Science, unless otherwise indicated by asterisks.

*Applied Studies courses. Note that students are only allowed to take 18 credits of Applied Studies towards an Arts degree.

**Humanities.

Language proficiency

Students who wish to pursue employment in the federal civil service or foreign affairs are strongly encouraged to take French for their Option courses. Students interested in North American integration should take Spanish. Students interested in governance capacity building for First Nations communities should consider taking an Indigenous language course.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program related information

- Faculty website
- Transfer credit services
- Archived program regulations
- Estimated program fees

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Arts, Minor in Sociology

Regulations effective Sep. 1, 2024.

Students who are enrolled in a major program other than Sociology, and who obtain at least 30 credits in sociology courses, with at least 18 of these credits in courses numbered 300 or above, qualify to graduate with a minor in Sociology.

Required core courses

(12 credits)

SOCI 287 – Introduction to Sociology I	(3)
SOCI 288 – Introduction to Sociology II – Social Movements	(3)
SOCI 335 – Classical Sociological Theory and Its Relevance Today	(3)
or	
SOCI 337 – Modern Sociological Theory in the 20th Century: the Age of Grand Theory	

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SOSC 366 – Research Methods in the Social Sciences	(3)

Elective courses

(18 credits)

All **SOCI** courses
Up to 6 credits from any **WGST** or **LBST** course

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Helpful links and resources:

Program related information

- **Program website**
- **Transfer credit services**
- **Archived program regulations**
- **Estimated program fees**

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Bachelor of Arts, Minor in Women's and Gender Studies

Regulations effective Sep. 1, 2024.

30 credits in **WGST** courses:

1. 15 of the 30 credits must be at the senior (300 and 400) level.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 11, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Commerce degrees

When you are ready to enrol in a program, complete and submit the **Undergraduate General Application Form** to Athabasca University.

- Bachelor of Commerce, General
- Bachelor of Commerce, Accounting Major
- Bachelor of Commerce, Business Technology Management Major
- Bachelor of Commerce, Finance Major
- Bachelor of Commerce, Human Resources Management Major
- Bachelor of Commerce, Indigenous Business Major
- Bachelor of Commerce, Marketing Major
- Bachelor of Commerce (Post Diploma) General
- Bachelor of Commerce (Post Diploma) Accounting Major
- Bachelor of Commerce (Post Diploma) Business Technology Management Major
- Bachelor of Commerce (Post Diploma) Finance Major
- Bachelor of Commerce (Post Diploma) Human Resources Management Major
- Bachelor of Commerce (Post Diploma) Indigenous Business Major

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Bachelor of Commerce (Post Diploma) Marketing Major

Updated June 22, 2023 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Commerce, General

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

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Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

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Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. Students with a three-year AU degree may convert that degree into the four-year Bachelor of Commerce program. For more information about this regulation, please review the **Undergraduate Degree Conversion from Three- to Four-Year Program Policy.**

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Second undergraduate degree

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Students who hold a recognized first degree in a field outside of business or management and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students will receive up to 60 credits of block transfer award toward the first two years of the Bachelor of Commerce.

A passing grade is required in ACCT 250 or ACCT 253, CMIS 245, ADMN 233 or ENGL or COMM at the junior level or higher (3 credits), ECON 247, ECON 248, and MGSC 301 (or their equivalencies) in order to meet degree requirements. If no equivalents are found, the credits remaining to complete the degree may increase. View the **program plans** for help in planning your degree.

Applied and technology degrees are not considered to be a basis of admission for second undergraduate degree programs. Applicants presenting applied or technology degrees from recognized colleges or technical institutes will be considered for admission in the post-diploma regulations of the program.

Transfer credit awarded may be increased up to residency limits for additional course work taken outside the first credential that applies. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Exceptions to these regulations may be permitted to allow a course-by-course assessment in consultation with the Program Director in order to maximize transfer credit so as to best advantage the student.

Residency requirement must still be maintained.

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Program structure

Total credits in the program	120
Required courses **(Years 1 and 2)**	39
Options	21
Required courses **(Years 3 and 4)**	30
Options	30
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include **ADMN 405 (3 credits)** plus 12 credits from the list of required courses for Years 3 and 4.	
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition credits	21

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Bachelor of Commerce, years 1 and 2 (60 credits)

Required courses

(39 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting*	
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
COMM 243 – Interpersonal Communication	

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or	(3)
COMM 277 – Group Communication	
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)
MKTG 396 – Introduction to Marketing	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus I	
or	
MATH 270 – Linear Algebra I	

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**Recommended for students in the Finance major.	
MGSC 301 – Statistics for Business and Economics I	(3)
PHIL 252 – Critical Thinking	(3)
PHIL 333 – Professional Ethics **or** PHIL 337 – Business Ethics	(3)

Options*

(21 credits)

1. **Business and Administrative Studies** credits at the junior (200) or senior (300 or 400) level	(3)
2. **Non "Business and Administrative Studies"** credits at the junior (200) level (an English course is recommended)	(6)
*A maximum of 3 credits in any area of study at the preparatory (100) level can be taken in the above 9 credits.	

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3. **Non "Business and Administrative Studies"** credits at the senior (300 or 400) level)	(12)

Bachelor of Commerce, General, years 3 and 4 (60 credits)

Required courses

(30 credits)

ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ ECON 300 – Financial Economics	(3)
or	

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FNCE 370 – Overview of Corporate Finance*	
*** Must take FNCE 370 if pursuing further ACCT or FNCE courses.**	
HRMT 386 – Introduction to Human Resources Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behaviour	(3)
ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics*	(3)
*ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Options

(30 credits)

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Senior (300 /400) level **Business and Administrative Studies** credits	(24)
Senior (300/400) level **Non "Business and Administrative Studies"** credits	(6)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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and the online version, the online Calendar will be binding.

Bachelor of Commerce, General

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

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Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. Students with a three-year AU degree may convert that degree into the four-year Bachelor of Commerce program. For more information about this regulation, please review the **Undergraduate Degree Conversion from Three- to Four-Year Program Policy.**

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Second undergraduate degree

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Students who hold a recognized first degree in a field outside of business or management and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students will receive up to 60 credits of block transfer award toward the first two years of the Bachelor of Commerce.

A passing grade is required in ACCT 250 or ACCT 253, CMIS 245, ADMN 233 or ENGL or COMM at the junior level or higher (3 credits), ECON 247, ECON 248, and MGSC 301 (or their equivalencies) in order to meet degree requirements. If no equivalents are found, the credits remaining to complete the degree may increase. View the **program plans** for help in planning your degree.

Applied and technology degrees are not considered to be a basis of admission for second undergraduate degree programs. Applicants presenting applied or technology degrees from recognized colleges or technical institutes will be considered for admission in the post-diploma regulations of the program.

Transfer credit awarded may be increased up to residency limits for additional course work taken outside the first credential that applies. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Exceptions to these regulations may be permitted to allow a course-by-course assessment in consultation with the Program Director in order to maximize transfer credit so as to best advantage the student.

Residency requirement must still be maintained.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program structure

Total credits in the program	120
Required courses **(Years 1 and 2)**	39
Options	21
Required courses **(Years 3 and 4)**	30
Options	30
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include **ADMN 405 (3 credits)** plus 12 credits from the list of required courses for Years 3 and 4.	
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition credits	21

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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and the online version, the online Calendar will be binding.

Bachelor of Commerce, years 1 and 2 (60 credits)

Required courses

(39 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting*	
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
COMM 243 – Interpersonal Communication	

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or	(3)
COMM 277 – Group Communication	
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)
MKTG 396 – Introduction to Marketing	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus I	
or	
MATH 270 – Linear Algebra I	

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

**Recommended for students in the Finance major.	
MGSC 301 – Statistics for Business and Economics I	(3)
PHIL 252 – Critical Thinking	(3)
PHIL 333 – Professional Ethics	(3)
or	
PHIL 337 – Business Ethics	

Options*

(21 credits)

1. **Business and Administrative Studies** credits at the junior (200) or senior (300 or 400) level	(3)
2. **Non "Business and Administrative Studies"** credits at the junior (200) level (an English course is recommended)	(6)
*A maximum of 3 credits in any area of study at the preparatory (100) level can be taken in the above 9 credits.	

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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3. **Non "Business and Administrative Studies"** credits at the senior (300 or 400) level)	(12)

Bachelor of Commerce, General, years 3 and 4 (60 credits)

Required courses

(30 credits)

ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ ECON 300 – Financial Economics	(3)
or	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

FNCE 370 – Overview of Corporate Finance*	
*** Must take FNCE 370 if pursuing further ACCT or FNCE courses.**	
HRMT 386 – Introduction to Human Resources Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behaviour	(3)
ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics*	(3)
*ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Options

(30 credits)

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Senior (300 /400) level **Business and Administrative Studies** credits	(24)
Senior (300/400) level **Non "Business and Administrative Studies"** credits	(6)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Commerce, Accounting Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

Accounting Major

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The Bachelor of Commerce, Accounting Major offers flexibility and generous transfer arrangements to meet professional accounting association requirements. Students focus on financial and management accounting, along with taxation, auditing, and accounting information systems.

For details about earning your CPA designation, visit the **Chartered Professional Accountant** page of the Faculty of Business website.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. Students with a three-year AU degree may convert that degree into the four-year Bachelor of Commerce program. For more information about this regulation, please review the **Undergraduate Degree Conversion from Three- to Four-Year Program Policy.**

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;

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- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Second undergraduate degree

Students who hold a recognized first degree in a field outside of business or management and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students will receive up to 60 credits of block transfer award toward the first two years of the Bachelor of Commerce.

A passing grade is required in ACCT 250 or ACCT 253, CMIS 245, ADMN 233 or ENGL or COMM at the junior level or higher (3 credits), ECON 247, ECON 248, and MGSC 301 (or their equivalencies) in order to meet degree requirements. If no equivalents are found, the credits remaining to complete the degree may increase. View the **program plans** for help in planning your degree.

Applied and technology degrees are not considered to be a basis of admission for second undergraduate degree programs. Applicants presenting applied or technology degrees from recognized colleges or technical institutes will be considered for admission in the post-diploma regulations of the program.

Transfer credit awarded may be increased up to residency limits

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for additional course work taken outside the first credential that applies. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Exceptions to these regulations may be permitted to allow a course-by-course assessment in consultation with the Program Director in order to maximize transfer credit so as to best advantage the student.

Residency requirement must still be maintained.

Program structure

Total credits in the program	120
Required courses (Years 1 and 2)	39
Options	21
Required courses (Years 3 and 4)	30
Accounting Major core courses	15
Accounting Major electives	9
Other options	6

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A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include **ADMN 405 (3 credits)** plus 12 credits from the list of required courses for Years 3 and 4.	
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition** credits	21

Bachelor of Commerce, years 1 and 2 (60 credits)

Required courses

(39 credits)

ACCT 250 – Accounting for Managers	
or	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

ACCT 253 – Introductory Financial Accounting*	(3)
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

MKTG 396 – Introduction to Marketing	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus I	
or	
MATH 270 – Linear Algebra I	
**Recommended for students in the Finance major.	
MGSC 301 – Statistics for Business and Economics I	(3)
PHIL 252 – Critical Thinking	(3)
PHIL 333 – Professional Ethics	(3)
or	
PHIL 337 – Business Ethics	

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and the online version, the online Calendar will be binding.

Options*

(21 credits)

1. **Business and Administrative Studies** credits at the junior (200) or senior (300 or 400) level	(3)
2. **Non "Business and Administrative Studies"** credits at the junior (200) level (an English course is recommended)	(6)
*A maximum of 3 credits in any area of study at the preparatory (100) level can be taken in the above 9 credits.	
3. **Non "Business and Administrative Studies"** credits at the senior (300 or 400) level)	(12)

Accounting Major, years 3 and 4 (60 credits)

Required courses

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(30 credits)

ACCT 355 Cost Analysis	(3)
ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance*	
*** Must take FNCE 370 if pursuing CPA designation.**	
HRMT 386 – Introduction to Human Resource Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behaviour	(3)
ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics*	(3)
*ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Accounting Major core courses

(15 credits)

ACCT 351 – Intermediate Financial Accounting I	(3)
ACCT 352 – Intermediate Financial Accounting II	(3)
ACCT 460 – Principles of Auditing	(3)
TAXX 301 – Taxation I	(3)

And **one** of the following courses:

FNCE 371 – Applications in Corporate Financing	

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or	(3)
FNCE 401 – Investments	
or	
FNCE 403 – Derivatives and Risk Management	

Accounting Major electives

(9 credits selected from the following)

Any other senior (300 or 400) level Accounting **(ACCT)**, Taxation **(TAXX)**, Finance **(FNCE)** course, or **CMIS 455**.	(9)

Other options

(6 credits)

Senior (300 or 400) level **Non "Business and Administrative Studies"** credits	(3)
Senior (300 or 400) level **"Business and Administrative Studies"** credits	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated October 01, 2024 by Office of the Registrar (calendar@athabascau.ca)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Commerce, Business Technology Management Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business**. For more information, phone 1-800-468-6531 or **email**.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Business Technology Management Major

The Business Technology Management Major is intended for students with a career focus in the areas of business technology management and management information systems, and is delivered using online systems.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. Students with a three-year AU degree may convert that degree into the four-year Bachelor of Commerce program. For more information about this regulation, please review the **Undergraduate Degree Conversion from Three- to Four-Year Program Policy.**

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

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- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Second undergraduate degree

Students who hold a recognized first degree in a field outside of business or management and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students will receive up to 60 credits of block transfer award toward the first two years of the Bachelor of Commerce.

A passing grade is required in ACCT 250 or ACCT 253, CMIS 245, ADMN 233 or ENGL or COMM at the junior level or higher (3 credits), ECON 247, ECON 248, and MGSC 301 (or their equivalencies) in order to meet degree requirements. If no equivalents are found, the credits remaining to complete the degree may increase. View the **program plans** for help in planning your degree.

Applied and technology degrees are not considered to be a basis of admission for second undergraduate degree programs. Applicants presenting applied or technology degrees from recognized colleges or technical institutes will be considered for

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

admission in the post-diploma regulations of the program.

Transfer credit awarded may be increased up to residency limits for additional course work taken outside the first credential that applies. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Exceptions to these regulations may be permitted to allow a course-by-course assessment in consultation with the Program Director in order to maximize transfer credit so as to best advantage the student.

Residency requirement must still be maintained.

Program structure

Total credits in the program	120
Required courses (Years 1 and 2)	39
Options	21
Required courses (Years 3 and 4)	30
Business Technology Management major core (Years 3 and 4)	21
Business Technology Management electives	6

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Options	3
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include **ADMN 405** plus 12 credits from the list of required courses for Years 3 and 4.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition** credits	21

Bachelor of Commerce, years 1 and 2 (60 credits)

Required courses

(39 credits)

ACCT 250 – Accounting for Managers	

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or	
ACCT 253 – Introductory Financial Accounting*	(3)
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

LGST 369 – Commercial Law	(3)
MKTG 396 – Introduction to Marketing	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus I	
or	
MATH 270 – Linear Algebra I	
**Recommended for students in the Finance major.	
MGSC 301 – Statistics for Business and Economics I	(3)
PHIL 252 – Critical Thinking	(3)
PHIL 333 – Professional Ethics	(3)
or	

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

PHIL 337 – Business Ethics	

Options*

(21 credits)

1. Business and Administrative Studies credits at the junior (200) or senior (300 or 400) level	(3)
2. Non "Business and Administrative Studies" credits at the junior (200) level (an English course is recommended)	(6)
*A maximum of 3 credits in any area of study at the preparatory (100) level can be taken in the above 9 credits.	
3. Non "Business and Administrative Studies" credits at the senior (300 or 400) level)	(12)

Business Technology Management Major,

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years 3 and 4 (60 credits)

Required courses

(30 credits)

ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance*	
*** Must take FNCE 370 if pursuing further ACCT or FNCE courses.**	
HRMT 386 – Introduction to Human Resource Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behaviour	(3)
ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics*	(3)
*ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Business Technology Management Major core courses

(21 credits)

ADMN 415 – Strategy and Technology Innovation	(3)
BTMA 444 – Business Intelligence and Analytics	(3)
BTMA 445 – Business Process Management	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

CMIS 431 – Information Technology Leadership	(3)
BTMA 320 – Overview of e-Commerce	(3)
MGSC 419 – Information Technology Project Management	(3)
COMP 361 – Systems Analysis and Design	(3)

Business Technology Management Major electives

(select 6 credits from the following)

CMIS 214 – Custom Applications with Visual Basic	(3)
COMP 266 – Introduction to Web Programming	(3)
or	
COMP 268 – Introduction to Computer Programming (Java)	
MGSC 405 – Quantitative Approaches to Decision Making	(3)
MGSC 418 – Supply Chain Management	(3)
MKTG 410 – e-Marketing	(3)
Any senior (300/400) level **BTMA** course	

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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Any senior (300/400) level **CMIS** course	
Any senior (300/400) level **COMP** course	
Any senior (300/400) level **ECOM** course	

Options

(3 credits)

Senior (300/400) level **Non "Business and Administrative Studies"** credits	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Bachelor of Commerce, Finance Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

Finance Major

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Finance is a contemporary major, integrating finance and economics courses to provide graduates with a broad exposure to this growing services sector. The field of financial services involves the study of financial markets, financial instruments and investment decision making, and analyzes alternative methods to obtain, manage, and use capital by institutions and individuals.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. Students with a three-year AU degree may convert that degree into the four-year Bachelor of Commerce program. For more information about this regulation, please review the **Undergraduate Degree Conversion from Three- to Four-Year Program Policy.**

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Second undergraduate degree

Students who hold a recognized first degree in a field outside of business or management and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students will receive up to 60 credits of block transfer award toward the first two years of the Bachelor of Commerce.

A passing grade is required in ACCT 250 or ACCT 253, CMIS 245, ADMN 233 or ENGL or COMM at the junior level or higher (3 credits), ECON 247, ECON 248, and MGSC 301 (or their equivalencies) in order to meet degree requirements. If no equivalents are found, the credits remaining to complete the degree may increase. View the **program plans** for help in planning your degree.

Applied and technology degrees are not considered to be a basis of admission for second undergraduate degree programs. Applicants presenting applied or technology degrees from recognized colleges or technical institutes will be considered for admission in the post-diploma regulations of the program.

Transfer credit awarded may be increased up to residency limits

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

for additional course work taken outside the first credential that applies. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Exceptions to these regulations may be permitted to allow a course-by-course assessment in consultation with the Program Director in order to maximize transfer credit so as to best advantage the student.

Residency requirement must still be maintained.

Program structure

Total credits in the program	120
Required courses (Years 1 and 2)	39
Options	21
Required courses (Years 3 and 4)	30
Finance major core courses	9
Finance major electives	12
Options	9

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A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include **ADMN 405 (3 credits)** plus 12 credits from the list of required courses for Years 3 and 4.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition** credits	21

Bachelor of Commerce, years 1 and 2 (60 credits)

Required courses

(39 credits)

ACCT 250 – Accounting for Managers	
or	

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ACCT 253 – Introductory Financial Accounting*	(3)
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)

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MKTG 396 – Introduction to Marketing	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus I	
or	
MATH 270 – Linear Algebra I	
**Recommended for students in the Finance major.	
MGSC 301 – Statistics for Business and Economics I	(3)
PHIL 252 – Critical Thinking	(3)
PHIL 333 – Professional Ethics	(3)
or	
PHIL 337 – Business Ethics	

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Options*

(21 credits)

1. **Business and Administrative Studies** credits at the junior (200) or senior (300 or 400) level	(3)
2. **Non "Business and Administrative Studies"** credits at the junior (200) level (an English course is recommended)	(6)
*A maximum of 3 credits in any area of study at the preparatory (100) level can be taken in the above 9 credits.	
3. **Non "Business and Administrative Studies"** credits at the senior (300 or 400) level)	(12)

Finance Major, years 3 and 4 (60 credits)

Required Courses

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(30 credits)

ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE /ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance	
HRMT 386 – Introduction to Human Resources Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	

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ORGB 364 – Organizational Behaviour	(3)
ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics*	(3)
*ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Finance Major Core Courses

(9 credits)

ECON 385 – Money, Banking, and Canadian Financial Institutions	(3)
FNCE 401 – Investments	(3)
FNCE 470 – Portfolio Management	(3)

Finance Major Electives

(Select 12 credits from the following)

Any combination of Economics **(ECON)** or Finance **(FNCE)** courses (with a maximum of 3 credits at the junior (200) level, not obtained as a core course.	(12)

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** See recommendations below.	

Options

(9 credits)

Senior (300/400) level **Business and Administrative Studies** credits ** See recommendations below.	(3)
Senior (300/400) level **Non "Business and Administrative Studies"** credits	(6)

** Recommendations:

For students who want to pursue Certified Financial Planner (CFP) certification, the following courses are advised to be taken: **FNCE 249**, **FNCE 322**, **FNCE 323**, FNCE 350 (in development), **TAXX 301**.

For students who want to pursue a career in corporate finance, the following courses are advised to be taken: **ECON 358**, **ECON 476**, **FNCE 371**, **ACCT 356**, **MGSC 405**.

For students who want to pursue Chartered Financial Analyst (CFA) designation, the following courses are advised to be taken: **ECON 358**, **ECON 476**, **FNCE 403**, **FNCE 405**, **MGSC 405**.

For students who want to pursue Financial Risk Manager (FRM) designation, the following courses are advised to be taken: **FNCE 403**, **FNCE 405**, FNCE 418 (in development), **MGSC 405**.

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Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Commerce, Human Resources Management Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business**. For more information, phone 1-800-468-6531 or **email**.

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Human Resources Management Major

The Human Resources Management Major will give you the broad-based business knowledge you need to become not only a successful HR professional, but a respected management professional who knows how to contribute to departmental and organizational goals.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. Students with a three-year AU degree may convert that degree into the four-year Bachelor of Commerce program. For more information about this regulation, please review the **Undergraduate Degree Conversion from Three- to Four-Year Program Policy.**

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;

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- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Second undergraduate degree

Students who hold a recognized first degree in a field outside of business or management and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students will receive up to 60 credits of block transfer award toward the first two years of the Bachelor of Commerce.

A passing grade is required in ACCT 250 or ACCT 253, CMIS 245, ADMN 233 or ENGL or COMM at the junior level or higher (3 credits), ECON 247, ECON 248, and MGSC 301 (or their equivalencies) in order to meet degree requirements. If no equivalents are found, the credits remaining to complete the degree may increase. View the **program plans** for help in planning your degree.

Applied and technology degrees are not considered to be a basis of admission for second undergraduate degree programs. Applicants presenting applied or technology degrees from recognized colleges or technical institutes will be considered for admission in the post-diploma regulations of the program.

Transfer credit awarded may be increased up to residency limits

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for additional course work taken outside the first credential that applies. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Exceptions to these regulations may be permitted to allow a course-by-course assessment in consultation with the Program Director in order to maximize transfer credit so as to best advantage the student.

Residency requirement must still be maintained.

Program structure

Total credits in the program	120
Required courses (Years 1 and 2)	39
Options	21
Required courses (Years 3 and 4)	30
Human Resources Management major required courses	21
Options	9
A minimum of 12 **Business and Administrative Studies** credits	12

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must be at the 400 level (including ADMN 405).	
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include **ADMN 405 (3 credits)** plus 12 credits from the list of required courses for Years 3 and 4.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition** credits	21

Bachelor of Commerce, years 1 and 2 (60 credits)

Required courses

(39 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting*	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)
MKTG 396 – Introduction to Marketing	(3)

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MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus I	
or	
MATH 270 – Linear Algebra I	
**Recommended for students in the Finance major.	
MGSC 301 – Statistics for Business and Economics I	(3)
PHIL 252 – Critical Thinking	(3)
PHIL 333 – Professional Ethics	(3)
or	
PHIL 337 – Business Ethics	

Options*

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(21 credits)

1. **Business and Administrative Studies** credits at the junior (200) or senior (300 or 400) level	(3)
2. **Non "Business and Administrative Studies"** credits at the junior (200) level (an English course is recommended)	(6)
*A maximum of 3 credits in any area of study at the preparatory (100) level can be taken in the above 9 credits.	
3. **Non "Business and Administrative Studies"** credits at the senior (300 or 400) level)	(12)

Human Resources Management, years 3 and 4 (60 credits)

Required courses

(30 credits)

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ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management*	(3)
or	
ECON 401 – The Changing Global Economy*	
*** Both of these courses should be taken if pursuing the CPHR designation. An alternative course should be planned in the Options area. Please consult with an advisor if you require assistance.**	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance	
HRMT 386 – Introduction to Human Resource Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behavior	(3)
ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics*	(3)
* ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Human Resources Management Major required courses

(21 credits)

BTMA 320 – Overview of e-Commerce	(3)
HRMT 301 – Recruitment and Selection	(3)
HRMT 441 – Strategic Human Resource Management	(3)
IDRL 215 – Introduction to Labour Relations	(3)
IDRL 308 – Occupational Health and Safety	(3)
ORGB 319 – Motivation and Productivity	(3)

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SOCI 321 – Sociology of Work and Industry	(3)

Options

(9 credits)

Senior (300 or 400) level **Business and Administrative Studies** credits. Students are recommended to take **IDRL**, **HRMT**, and **ORGB** courses.	(3)
Senior (300 or 400) level **Non "Business and Administrative Studies"** credits.	(6)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Commerce, Indigenous Business Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business**. For more information, phone 1-800-468-6531 or **email**.

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Indigenous Business Major

The Bachelor of Commerce, Indigenous Business Major is designed in response to a need for Indigenous business-related education.

This new and unique business program, offered only at Athabasca University, will enable you to focus on principles of Indigenous business and governance. This major blends cultural relevance into the core management curriculum.

The program also acknowledges and develops the role of traditional knowledge in academic institutions. It will prepare you to meet the needs of the kind of community that you may service when you graduate.

If you have career interests in Indigenous (Aboriginal) business, this program will provide you with the opportunity to concentrate your studies in areas such as leadership, management, community development, and negotiation.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. Students with a three-year AU degree may convert that degree into the four-year Bachelor of Commerce program. For more information about this regulation, please review the **Undergraduate Degree Conversion from Three- to Four-Year Program Policy.**

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Second undergraduate degree

Students who hold a recognized first degree in a field outside of business or management and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students will receive up to 60 credits of block transfer award toward the first two years of the Bachelor of Commerce.

A passing grade is required in ACCT 250 or ACCT 253, CMIS 245, ADMN 233 or ENGL or COMM at the junior level or higher (3 credits), ECON 247, ECON 248, and MGSC 301 (or their equivalencies) in order to meet degree requirements. If no

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equivalents are found, the credits remaining to complete the degree may increase. View the **program plans** for help in planning your degree.

Applied and technology degrees are not considered to be a basis of admission for second undergraduate degree programs. Applicants presenting applied or technology degrees from recognized colleges or technical institutes will be considered for admission in the post-diploma regulations of the program.

Transfer credit awarded may be increased up to residency limits for additional course work taken outside the first credential that applies. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Exceptions to these regulations may be permitted to allow a course-by-course assessment in consultation with the Program Director in order to maximize transfer credit so as to best advantage the student.

Residency requirement must still be maintained.

Program structure

Total credits in the program	120
Required courses (Years 1 and 2)	39
Options	21

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Required courses (Years 3 and 4)	30
Indigenous Business major core courses	24
Options	6
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include **ADMN 405 (3 credits)** plus 12 credits from the list of required courses for Years 3 and 4.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition** credits	21

Bachelor of Commerce, years 1 and 2 (60 credits)

Required courses

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(39 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting*	
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)

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ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)
MKTG 396 – Introduction to Marketing	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus I	
or	
MATH 270 – Linear Algebra I	
**Recommended for students in the Finance major.	
MGSC 301 – Statistics for Business and Economics I	(3)
PHIL 252 – Critical Thinking	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

PHIL 333 – Professional Ethics	(3)
or	
PHIL 337 – Business Ethics	

Options*

(21 credits)

1. **Business and Administrative Studies** credits at the junior (200) or senior (300 or 400) level	(3)
2. **Non "Business and Administrative Studies"** credits at the junior (200) level (an English course is recommended)	(6)
*A maximum of 3 credits in any area of study at the preparatory (100) level can be taken in the above 9 credits.	
3. **Non "Business and Administrative Studies"** credits at the senior (300 or 400) level)	(12)

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Indigenous Business Major, years 3 and 4 (60 credits)

Required courses

(30 credits)

ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance	
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)

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or	
MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behaviour	(3)
HRMT 386 – Introduction to Human Resource Management	(3)
ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics*	(3)
* ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Indigenous Business Major core courses

(24 credits)†

INBU 201 – Introduction to Indigenous Business	(3)
INBU 250 – Financial & Management Accounting for Indigenous Institutions and Organizations	(3)
INBU 330 – Public Administration & Law in Indigenous Business	(3)
INBU 350 – Indigenous Marketing and Data Collection and Analysis	(3)

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INBU 386 – Introduction to Indigenous Human Relations	(3)
INBU 461 – Indigenous Community Planning & Economic Development I	(3)
INBU 462 – Indigenous Community Planning & Economic Development II	(3)
INBU 490 – Applied Research in Indigenous Business	(3)

Options

(6 credits)

Junior/Senior (200/300/400) level **Non "Business and Administrative Studies"** credits.	(3)
Senior (300/400) level **Non "Business and Administrative Studies"** credits.	(3)
† If you have completed a course that refers to Indigenous peoples' perspectives with learning outcomes similar to the learning outcomes of an Athabasca University course, you are encouraged to apply for a transfer credit.	

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Bachelor of Commerce, Marketing Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

Marketing Major

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The role of a marketing coordinator or manager can vary dramatically from organization to organization. Marketing in a large, product-driven company will differ greatly from marketing in a small knowledge-based start-up or not-for-profit organization. A well-rounded management education is critical to adapting to and succeeding in a wide variety of settings.

Your AU Bachelor of Commerce degree will prepare you to tackle the marketing challenges of any organization, as well as to take on associated management responsibilities in finance, operations and human resources for your unit or department.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's

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degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. Students with a three-year AU degree may convert that degree into the four-year Bachelor of Commerce program. For more information about this regulation, please review the **Undergraduate Degree Conversion from Three- to Four-Year Program Policy.**

Transfer credit

Transfer credit will not be accepted if course(s) completed more

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than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Second undergraduate degree

Students who hold a recognized first degree in a field outside of business or management and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students will receive up to 60 credits of block transfer award toward the first two years of the Bachelor of Commerce.

A passing grade is required in ACCT 250 or ACCT 253, CMIS 245, ADMN 233 or ENGL or COMM at the junior level or higher (3 credits), ECON 247, ECON 248, and MGSC 301 (or their equivalencies) in order to meet degree requirements. If no equivalents are found, the credits remaining to complete the degree may increase. View the **program plans** for help in planning your degree.

Applied and technology degrees are not considered to be a basis of admission for second undergraduate degree programs.

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Applicants presenting applied or technology degrees from recognized colleges or technical institutes will be considered for admission in the post-diploma regulations of the program.

Transfer credit awarded may be increased up to residency limits for additional course work taken outside the first credential that applies. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Exceptions to these regulations may be permitted to allow a course-by-course assessment in consultation with the Program Director in order to maximize transfer credit so as to best advantage the student.

Residency requirement must still be maintained.

Program structure

Total credits in the program	120
Required courses (Years 1 and 2)	39
Options	21
Required courses (Years 3 and 4)	30
Marketing major required courses	15

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Options	15
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include **ADMN 405 (3 credits)** plus 12 credits from the list of required courses for Years 3 and 4.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition** credits	21

Bachelor of Commerce, years 1 and 2 (60 credits)

Required courses

(39 credits)

ACCT 250 – Accounting for Managers	

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or	(3)
ACCT 253 – Introductory Financial Accounting*	
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)

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LGST 369 – Commercial Law	(3)
MKTG 396 – Introduction to Marketing	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus I	
or	
MATH 270 – Linear Algebra I	
**Recommended for students in the Finance major.	
MGSC 301 – Statistics for Business and Economics I	(3)
PHIL 252 – Critical Thinking	(3)
PHIL 333 – Professional Ethics	(3)
or	

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and the online version, the online Calendar will be binding.

PHIL 337 – Business Ethics	

Options*

(21 credits)

1. Business and Administrative Studies credits at the junior (200) or senior (300 or 400) level	(3)
2. Non "Business and Administrative Studies" credits at the junior (200) level (an English course is recommended)	(6)
*A maximum of 3 credits in any area of study at the preparatory (100) level can be taken in the above 9 credits.	
3. Non "Business and Administrative Studies" credits at the senior (300 or 400) level)	(12)

Marketing Major, years 3 and 4 (60 credits)

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Required courses

(30 credits)

ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance	
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	

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ORGB 364 – Organizational Behaviour	(3)
HRMT 386 – Introduction to Human Resource Management	(3)
ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics* * ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	(3)

Marketing Major required courses

(15 credits)

MKTG 406 – Consumer Behaviour	(3)
MKTG 440 – Marketing Strategy	(3)
MKTG 466 – Marketing Research	(3)
Two other senior **MKTG** courses	(6)

Options

(15 credits)

Senior (300 or 400) level **Business and Administrative Studies**	

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credits	(9)
Senior (300 or 400) level **Non "Business and Administrative Studies"** credits.	(6)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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and the online version, the online Calendar will be binding.

Bachelor of Commerce (Post Diploma) General

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

There are two routes to the Bachelor of Commerce (Post Diploma):

Business-Field Diploma-Holder Route

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Students presenting approved two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) General degree, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in **non-Business and Administrative Studies** courses to reach the 60-credit requirement. Students with approved three-year diplomas in business (or a closely related field) will receive a block transfer award of up to 75 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

Non Business-Field Diploma-Holder Route

Students presenting two- or three-year professional diplomas in non-business fields from an accredited college or technical institute, will receive a block transfer award of 30 credits. All diplomas presented must be approved for credit by Athabasca University. Students must also complete the required courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route.

The Bachelor of Commerce (Post Diploma) degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

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Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

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Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Program structure

Total credits in the program	120

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Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Required credits (Years 3 and 4) for two-year diploma	30
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses, including ADMN 405.	30
Graduation with Distinction or Great Distinction: At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition (PLAR)** credits	9

Block transfer credit for Ontario three-year business diploma	75
Required credits (Years 3 and 4) for three-year diploma	30

Options

Senior (300/400) level **Business and Administrative Studies** credits	24

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Three-year diploma	9
Senior (300/400) level **Non "Business and Administrative Studies"** credits	6
Three-year diploma	6

Years 1 and 2

AU-approved college diploma

Years 3 and 4

60 credits for two-year diploma

45 credits for three-year diploma

Business-Field Diploma-Holder Route

Required courses

(30 credits for 2-year diploma and 3-year diploma)

ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	

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or	(3)
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance*	
*Must take FNCE 370 if pursuing further ACCT or FNCE courses.	
HRMT 386 – Introduction to Human Resources Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behavior	(3)
ADMN 404 – Capstone I: Strategic Management	(3)

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ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics**	(3)
**ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Options

30 credits for two-year diploma

15 credits for three-year diploma

Senior (300/400) level **Business and Administrative Studies** credits Three-year diploma	24 9
Senior (300/400) level **Non "Business and Administrative Studies"** credits* Three-year diploma	6 6
*PHIL 333 **Professional Ethics** and PHIL 337 **Business Ethics** is strongly recommended if not already taken within diploma.	

Non Business-Field Diploma-Holder

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Route

The block transfer award for a diploma approved by AU is 30 credits. If you present courses equivalent to the following list, or another required course within the Bachelor of Commerce program with the diploma, the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University. Students complete the following courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route list.

Required courses

(30 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting *	
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	

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ADMN 233 – Writing in Organizations	(3)
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)
MGSC 301 – Statistics for Business and Economics I	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus	

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or
MATH 270 – Linear Algebra I
**Recommended for students in the Finance major.

NOTE: And the required and options courses in the Business-Field Diploma-Holder Route list.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Commerce (Post Diploma) Accounting Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business**. For more information, phone 1-800-468-6531 or **email**.

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Accounting Major

The Bachelor of Commerce Accounting Major offers flexibility and generous transfer arrangements to meet professional accounting association requirements. Students focus on financial and management accounting, along with taxation, auditing, and accounting information systems.

For details about earning your CPA designation, visit the **Chartered Professional Accountant** page of the Faculty of Business website.

There are two routes to the Bachelor of Commerce (Post Diploma):

Business-Field Diploma-Holder Route

Students presenting approved two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) General degree, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in **non-Business and Administrative Studies** courses to reach the 60-credit requirement. Students with approved three-year diplomas in business (or a closely related field) will receive a block transfer award of up to 75 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

Non Business-Field Diploma-Holder Route

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Students presenting two- or three-year professional diplomas in non-business fields from an accredited college or technical institute, will receive a block transfer award of 30 credits. All diplomas presented must be approved for credit by Athabasca University. Students must also complete the required courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route.

The Bachelor of Commerce (Post Diploma) degree is offered by Athabasca University's **Faculty of Business**. For more information, phone 1-800-468-6531 or **email**.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);

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- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Program structure

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Required credits (Years 3 and 4) for two-year diploma	30
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses, including ADMN 405.	30
Graduation with Distinction or Great Distinction: At least 24 credits	

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must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition (PLAR)** credits	9

Block transfer credit for three-year business diploma	up to 66
Accounting Major Core Course credits	15

Years 1 and 2

AU-approved college diploma

Years 3 and 4

60 credits

Business-Field Diploma-Holder Route

Required courses

(30 credits for 2-year diploma and 3-year diploma)

ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	

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or	(3)
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance*	
*Must take FNCE 370 if pursuing further ACCT or FNCE courses.	
HRMT 386 – Introduction to Human Resources Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behavior	(3)
ADMN 404 – Capstone I: Strategic Management	(3)

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and the online version, the online Calendar will be binding.

ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics**	(3)
**ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Accounting Major Core courses

(15 credits)

ACCT 351 – Intermediate Financial Accounting I	(3)
ACCT 352 – Intermediate Financial Accounting II	(3)
ACCT 460 – Principles of Auditing	(3)
TAXX 301 – Taxation I	(3)

And **one** of the following:

FNCE 371 – Applications in Corporate Finance	(3)
or	
FNCE 401 – Investments	
or	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

FNCE 403 – Derivatives and Risk Management	

Accounting Major electives

(9 credits selected from the following)

Any other senior (300/400) level Accounting **(ACCT)** , Taxation **(TAXX)** , or Finance **(FNCE)** courses, or **CMIS 455** .	(9)

Other options

(6 credits)

Senior (300/400) level **Non "Business and Administrative Studies"** credits* *PHIL 333 **Professional Ethics** or PHIL 337 **Business Ethics** is strongly recommended if not already taken within diploma.	(3)
or	
Senior (300/400) level **"Business and Administrative Studies"** credits	(3)

Non Business-Field Diploma-Holder

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Route

The block transfer award for a diploma approved by AU is 30 credits. If you present courses equivalent to the following list, or another required course within the Bachelor of Commerce program with the diploma, the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University. Students complete the following courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route list.

Required courses

(30 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting *	
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

ADMN 233 – Writing in Organizations	(3)
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)
MGSC 301 – Statistics for Business and Economics I	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus	

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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or
MATH 270 – Linear Algebra I
**Recommended for students in the Finance major.

NOTE: And the required and options courses in the Business-Field Diploma-Holder Route list.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Commerce (Post Diploma) Business Technology Management Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

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Business Technology Management Major

The Business Technology Management Major is intended for students with a career focus in the areas of business technology management and management information systems. This program will use online enhancements to emulate the business technology management environment.

For more information about this program, contact **Athabasca University's Faculty of Business** at 800.468.6531, or **email**.

There are two routes to the Bachelor of Commerce (Post Diploma):

Business-Field Diploma-Holder Route

Students presenting approved two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) General degree, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in **non-Business and Administrative Studies** courses to reach the 60-credit requirement. Students with approved three-year diplomas in business (or a closely related field) will receive a block transfer award of up to 75 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Non Business-Field Diploma-Holder Route

Students presenting two- or three-year professional diplomas in non-business fields from an accredited college or technical institute, will receive a block transfer award of 30 credits. All diplomas presented must be approved for credit by Athabasca University. Students must also complete the required courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route.

The Bachelor of Commerce (Post Diploma) degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business,

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

commerce, or management; or

- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;

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- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Program structure

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Required credits (Years 3 and 4) for two-year diploma	30
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses, including ADMN 405.	30

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Graduation with Distinction or Great Distinction: At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition (PLAR)** credits	9

Block transfer credit for Ontario three-year business diploma	up to 66
Business Technology Management Major Core Course credits	21

Years 1 and 2

AU-approved college diploma

Years 3 and 4

60 credits

Business-Field Diploma-Holder Route

Required courses

(30 credits for 2-year diploma and 3-year diploma)

ACCT 355 – Cost Analysis	(3)

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ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance*	
*Must take FNCE 370 if pursuing further ACCT or FNCE courses.	
HRMT 386 – Introduction to Human Resources Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behavior	(3)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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and the online version, the online Calendar will be binding.

ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics**	(3)
**ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Business Technology Management Major core courses

(21 credits)

ADMN 415 – Strategy and Technology Innovation	(3)
BTMA 444 – Business Intelligence and Analytics	(3)
BTMA 445 – Business Process Management	(3)
CMIS 431 – Information Technology Leadership	(3)
BTMA 320 – Overview of e-Commerce	(3)
MGSC 419 – Information Technology Project Management	(3)
COMP 361 – Systems Analysis and Design	(3)

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Business Technology Management Major electives

(6 credits selected from the following)

CMIS 214 – Custom Applications with Visual Basic	(3)
COMP 266 – Introduction to Web Programming	(3)
or	
COMP 268 – Introduction to Computer Programming (Java)	
MGSC 405 – Quantitative Approaches in Decision Making	(3)
MGSC 418 – Supply Chain Management	(3)
MKTG 410 – e-Marketing	(3)
Any senior (300/400) level **BTMA** course	
Any senior (300/400) level **CMIS** course	
Any senior (300/400) level **COMP** course	
Any senior (300/400) level **ECOM** course	

Options

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(3 credits)

Senior (300/400) level **Non "Business and Administrative Studies"** credits* *PHIL 333 **Professional Ethics** or PHIL 337 **Business Ethics** is strongly recommended if not already taken within diploma.	(3)

Non Business-Field Diploma-Holder Route

The block transfer award for a diploma approved by AU is 30 credits. If you present courses equivalent to the following list, or another required course within the Bachelor of Commerce program with the diploma, the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University. Students complete the following courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route list.

Required courses

(30 credits)

ACCT 250 – Accounting for Managers	
or	
	(3)

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ACCT 253 – Introductory Financial Accounting *	
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

MGSC 301 – Statistics for Business and Economics I	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus	
or	
MATH 270 – Linear Algebra I	
**Recommended for students in the Finance major.	

NOTE: And the required and options courses in the Business-Field Diploma-Holder Route list.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Commerce (Post Diploma) Finance Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business**. For more information, phone 1-800-468-6531 or **email**.

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Finance Major

Finance is a contemporary major, integrating finance and economics courses to provide graduates with a broad exposure to this growing services sector. The field of financial services involves the study of financial markets, financial instruments and investment decision making, and analyzes alternative methods to obtain, manage, and use capital by institutions and individuals.

For more information about this program, contact **Athabasca University's Faculty of Business** at 800.468.6531, or **email**.

There are two routes to the Bachelor of Commerce (Post Diploma):

Business-Field Diploma-Holder Route

Students presenting approved two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) General degree, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in **non-Business and Administrative Studies** courses to reach the 60-credit requirement. Students with approved three-year diplomas in business (or a closely related field) will receive a block transfer award of up to 75 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

Non Business-Field Diploma-Holder Route

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Students presenting two- or three-year professional diplomas in non-business fields from an accredited college or technical institute, will receive a block transfer award of 30 credits. All diplomas presented must be approved for credit by Athabasca University. Students must also complete the required courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route.

The Bachelor of Commerce (Post Diploma) degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

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Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Program structure

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Required credits (Years 3 and 4) for two-year diploma	30
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses, including ADMN 405.	30
Graduation with Distinction or Great Distinction: At least 24 credits must be obtained through Athabasca University in order to be considered.	24

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Maximum **Prior Learning Assessment and Recognition (PLAR)** credits	9

Block transfer credit for Ontario three-year business diploma	up to 66
Required Finance Major credits	19
Finance Major electives	12

Years 1 and 2

AU-approved college diploma

Years 3 and 4

60 credits

Business-Field Diploma-Holder Route

Required courses

(30 credits for 2-year diploma and 3-year diploma)

ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	

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or	(3)
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance*	
*Must take FNCE 370 if pursuing further ACCT or FNCE courses.	
HRMT 386 – Introduction to Human Resources Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behavior	(3)
ADMN 404 – Capstone I: Strategic Management	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics**	(3)
**ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Finance Major core courses

(19 credits)

ECON 385 – Money, Banking, and Canadian Financial Institutions	(3)
FNCE 401 – Investments	(3)
FNCE 470 – Portfolio Management	(3)

Finance Major electives

(12 credits selected from the following)

Any combination of Economics **(ECON)** or Finance **(FNCE)** courses (with a maximum of 3 credits at the junior (200) level) not obtained as a core course. ** See recommendations below.	(12)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Other options

(9 credits)

Senior (300/400) level **Business and Administrative Studies** credits ** See recommendations below.	(3)
Senior (300/400) level **Non "Business and Administrative Studies"** credits* *PHIL 333 **Professional Ethics** or PHIL 337 **Business Ethics** is strongly recommended if not already taken within diploma.	(6)

** Recommendations:

For students who want to pursue Certified Financial Planner (CFP) certification, the following courses are advised to be taken: **FNCE 249**, **FNCE 322**, **FNCE 323**, FNCE 350 (in development), **TAXX 301**, **LGST 369** (if not already taken).

For students who want to pursue a career in corporate finance, the following courses are advised to be taken: **ECON 358**, **ECON 476**, **FNCE 371**, **ACCT 356**, **MGSC 405**.

For students who want to pursue Chartered Financial Analyst (CFA) designation, the following courses are advised to be taken: **ECON 358**, **ECON 476**, **FNCE 403**, **FNCE 405**, **MGSC 405**.

For students who want to pursue Financial Risk Manager (FRM) designation, the following courses are advised to be taken: **FNCE 403**, **FNCE 405**,

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

FNCE 418 (in development), **MGSC 405** .

Non Business-Field Diploma-Holder Route

The block transfer award for a diploma approved by AU is 30 credits. If you present courses equivalent to the following list, or another required course within the Bachelor of Commerce program with the diploma, the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University. Students complete the following courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route list.

Required courses

(30 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting *	
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)
MGSC 301 – Statistics for Business and Economics I	(3)
MATH 244 – Business Mathematics	
or	

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

MATH 260 – Calculus for Social Sciences and Economics **	(3)
or	
MATH 265 – Introduction to Calculus	
or	
MATH 270 – Linear Algebra I	
**Recommended for students in the Finance major.	

NOTE: And the required and options courses in the Business-Field Diploma-Holder Route list.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Commerce (Post Diploma) Human Resources Management Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

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Human Resources Management Major

The human resources (HR) function has evolved from a mainly administrative role to a far more strategic one that contributes to an organization's business planning and long-term strategy. A management career in human resources demands integrity, confidentiality, and excellent interpersonal skills, but also requires knowledge of accounting, finance, and strategic management.

Your Bachelor of Commerce degree will give you the broad-based business knowledge you need to become not only a successful HR professional, but a respected management professional who knows how to contribute to departmental and organizational goals.

For more information about this program, contact **Athabasca University's Faculty of Business** at 800.468.6531, or **email**.

There are two routes to the Bachelor of Commerce (Post Diploma):

Business-Field Diploma-Holder Route

Students presenting approved two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) General degree, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in **non-Business and Administrative Studies** courses to reach the 60-credit requirement. Students with approved three-year diplomas in business (or a closely related

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

field) will receive a block transfer award of up to 75 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

Non Business-Field Diploma-Holder Route

Students presenting two- or three-year professional diplomas in non-business fields from an accredited college or technical institute, will receive a block transfer award of 30 credits. All diplomas presented must be approved for credit by Athabasca University. Students must also complete the required courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route.

The Bachelor of Commerce (Post Diploma) degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Transfer credit

Transfer credit will not be accepted if course(s) completed more

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Program structure

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Required credits (Years 3 and 4) for two-year diploma	30
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses, including ADMN 405.	30
Graduation with Distinction or Great Distinction: At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition (PLAR)** credits	9

Block transfer credit for three-year business diploma	up to 66
Human Resources Management Major Core Course credits	21

Years 1 and 2

AU-approved college diploma

Years 3 and 4

60 credits

Business-Field Diploma-Holder Route

Required courses

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(30 credits for 2-year diploma and 3-year diploma)

ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance*	
*Must take FNCE 370 if pursuing further ACCT or FNCE courses.	
HRMT 386 – Introduction to Human Resources Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behavior	(3)
ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics**	(3)
**ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Human Resources Management Major core courses

(21 credits)

BTMA 320 – Overview of e-Commerce	(3)
HRMT 301 – Recruitment and Selection	(3)
HRMT 441 – Strategic Human Resource Management	(3)
IDRL 215 – Introduction to Labour Relations	(3)
IDRL 308 – Occupational Health and Safety	(3)
ORGB 319 – Motivation and Productivity	(3)

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SOCI 321 – Sociology of Work and Industry	(3)

Options

(9 credits)

1.	Senior (300 or 400) level **Business and Administrative Studies** credits. Students are recommended to take **IDRL** , **HRMT** , and **ORGB** courses.	(3)
2.	Senior (300 or 400) level **Non "Business and Administrative Studies"** credits.	(6)

Non Business-Field Diploma-Holder Route

The block transfer award for a diploma approved by AU is 30 credits. If you present courses equivalent to the following list, or another required course within the Bachelor of Commerce program with the diploma, the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University. Students complete the following courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route list.

Required courses

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(30 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting *	
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	

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ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)
MGSC 301 – Statistics for Business and Economics I	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus	
or	
MATH 270 – Linear Algebra I	
**Recommended for students in the Finance major.	

NOTE: And the required and options courses in the Business-Field Diploma-Holder Route list.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Bachelor of Commerce (Post Diploma) Indigenous Business Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

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Indigenous Business Major

This new and unique business program, offered only at Athabasca University, will enable you to focus on principles of Indigenous business and governance. This major blends cultural relevance into the core management curriculum in order to overcome many of the social barriers that discourage the full participation of Indigenous students in educational settings.

The program also acknowledges and develops the role of traditional knowledge in academic institutions. It will prepare you to meet the needs of the kind of community that you may serve when you graduate. If you have career interests in Aboriginal business, this program will provide you with the opportunity to concentrate your studies in areas such as leadership, management, community development and negotiation.

For more information about this program, contact **Athabasca University's Faculty of Business** at 800.468.6531, or **email**.

There are two routes to the Bachelor of Commerce (Post Diploma):

Business-Field Diploma-Holder Route

Students presenting approved two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) General degree, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in **non-Business and Administrative Studies** courses to reach the 60-credit requirement. Students with approved three-year diplomas in business (or a closely related

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field) will receive a block transfer award of up to 75 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

Non Business-Field Diploma-Holder Route

Students presenting two- or three-year professional diplomas in non-business fields from an accredited college or technical institute, will receive a block transfer award of 30 credits. All diplomas presented must be approved for credit by Athabasca University. Students must also complete the required courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route.

The Bachelor of Commerce (Post Diploma) degree is offered by Athabasca University's **Faculty of Business**. For more information, phone 1-800-468-6531 or **email**.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they

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have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Transfer credit

Transfer credit will not be accepted if course(s) completed more

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than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Program structure

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Required credits (Years 3 and 4) for two-year diploma	30
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses, including ADMN 405.	30
Graduation with Distinction or Great Distinction: At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition (PLAR)** credits	9

Block transfer credit for three-year business diploma	up to 66
Indigenous Business Major Core Course credits	24

Years 1 and 2

AU-approved college diploma

Years 3 and 4

60 credits

Business-Field Diploma-Holder Route

Required courses

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and the online version, the online Calendar will be binding.

(30 credits for 2-year diploma and 3-year diploma)

ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance*	
*Must take FNCE 370 if pursuing further ACCT or FNCE courses.	
HRMT 386 – Introduction to Human Resources Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	

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MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behavior	(3)
ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics**	(3)
**ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Indigenous Business Major core courses

(24 credits)*

INBU 201 – Introduction to Indigenous Business	(3)
INBU 250 – Financial & Management Accounting for Indigenous Institutions and Organizations	(3)
INBU 330 – Public Administration & Law in Indigenous Business	(3)
INBU 350 – Indigenous Marketing and Data Collection and Analysis	(3)
INBU 386 – Introduction to Indigenous Human Relations	(3)

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INBU 461 – Indigenous Community Planning & Economic Development I	(3)
INBU 462 – Indigenous Community Planning & Economic Development II	(3)
INBU 490 – Applied Research in Indigenous Business	(3)

* If you have completed a course that refers to Indigenous peoples' perspectives with learning outcomes similar to the learning outcomes of an Athabasca University course, you are encouraged to apply for a transfer credit.

Options

(3 credits)

Junior (200/300/400) level **Non "Business and Administrative Studies"** credits.	(3)
Senior (300 or 400) level **Non "Business and Administrative Studies"** credits.	(3)

Non Business-Field Diploma-Holder Route

The block transfer award for a diploma approved by AU is 30 credits. If you present courses equivalent to the following list, or another required course

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within the Bachelor of Commerce program with the diploma, the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University. Students complete the following courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route list.

Required courses

(30 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting *	
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)
MGSC 301 – Statistics for Business and Economics I	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus	
or	
MATH 270 – Linear Algebra I	

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

**Recommended for students in the Finance major.

NOTE: And the required and options courses in the Business-Field Diploma-Holder Route list.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Commerce (Post Diploma) Marketing Major

Regulations effective Sep. 1, 2024.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the six majors: Accounting, Business Technology Management, Finance, Human Resources Management, Indigenous Business, and Marketing.

The Bachelor of Commerce degree is offered by Athabasca University's **Faculty of Business**. For more information, phone 1-800-468-6531 or **email**.

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Marketing Major

The role of a marketing coordinator or manager can vary dramatically from organization to organization. Marketing in a large, product-driven company will differ greatly from marketing in a small knowledge-based start-up or not-for-profit organization. A well-rounded management education is critical to adapting to and succeeding in a wide variety of settings.

Your AU Bachelor of Commerce degree will prepare you to tackle the marketing challenges of any organization, as well as to take on associated management responsibilities in finance, operations and human resources for your unit or department.

For more information about this program, contact **Athabasca University's Faculty of Business** at 800.468.6531, or **email**.

There are two routes to the Bachelor of Commerce (Post Diploma):

Business-Field Diploma-Holder Route

Students presenting approved two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) General degree, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in **non-Business and Administrative Studies** courses to reach the 60-credit requirement. Students with approved three-year diplomas in business (or a closely related field) will receive a block transfer award of up to 75 credits towards this degree program. All diplomas presented must be approved

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for credit by Athabasca University.

Non Business-Field Diploma-Holder Route

Students presenting two- or three-year professional diplomas in non-business fields from an accredited college or technical institute, will receive a block transfer award of 30 credits. All diplomas presented must be approved for credit by Athabasca University. Students must also complete the required courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route.

The Bachelor of Commerce (Post Diploma) degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

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- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations governing all Bachelor of Commerce students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

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- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Program structure

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Required credits (Years 3 and 4) for two-year diploma	30
A minimum of 12 **Business and Administrative Studies** credits must be at the 400 level (including ADMN 405).	12
Residency requirement: A minimum of 30 credits must be	

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

obtained through Athabasca University in senior (300 or 400) level courses, including ADMN 405.	30
Graduation with Distinction or Great Distinction: At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition (PLAR)** credits	9

Block transfer credit for three-year business diploma	up to 66
Marketing Major Core Course credits	15

Years 1 and 2

AU-approved college diploma

Years 3 and 4

60 credits

Business-Field Diploma-Holder Route

Required courses

(30 credits for 2-year diploma and 3-year diploma)

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ACCT 355 – Cost Analysis	(3)
ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance*	
*Must take FNCE 370 if pursuing further ACCT or FNCE courses.	
HRMT 386 – Introduction to Human Resources Management	(3)
MGSC 312 – Statistics for Business and Economics II	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	

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ORGB 364 – Organizational Behavior	(3)
ADMN 404 – Capstone I: Strategic Management	(3)
ADMN 405 – Capstone II: Application and Integration of Contemporary Business Topics**	(3)
**ADMN 405 must be taken with AU. Transfer credit will not be awarded. It should be taken as the last course in the program.	

Marketing Major core courses

(15 credits)

MKTG 406 – Consumer Behaviour	(3)
MKTG 440 – Marketing Strategy	(3)
MKTG 466 – Marketing Research	(3)
Two other senior **MKTG** courses	(6)

Options

(15 credits)

1.	Senior (300 or 400) level **Business and Administrative Studies** credits	(9)

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2.	Senior (300 or 400) level **Non "Business and Administrative Studies"** credits.	(6)

Non Business-Field Diploma-Holder Route

The block transfer award for a diploma approved by AU is 30 credits. If you present courses equivalent to the following list, or another required course within the Bachelor of Commerce program with the diploma, the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University. Students complete the following courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route list.

Required courses

(30 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting *	
*Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to	

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take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)
MGSC 301 – Statistics for Business and Economics I	(3)
MATH 244 – Business Mathematics	

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or	(3)
MATH 260 – Calculus for Social Sciences and Economics **	
or	
MATH 265 – Introduction to Calculus	
or	
MATH 270 – Linear Algebra I	
**Recommended for students in the Finance major.	

NOTE: And the required and options courses in the Business-Field Diploma-Holder Route list.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of General Studies

Regulations effective Sep. 1, 2024.

The Bachelor of General Studies degree is one of the most popular programs at Athabasca University. It provides a framework of individualized study within an Arts and Science or Applied Studies designation that offers students the freedom to choose courses to meet career or educational goals. Unlike the other degrees offered by Athabasca University, the Bachelor of General Studies does not have a residency requirement, and degree requirements may be completed at institutions other than Athabasca University.

The Bachelor of General Studies degree requires the completion of 90 credits and is comparable to a three-year program. Students may specialize or diversify their course selection, subject to the following requirements. This degree allows students the freedom to develop their own intellectual and academic interests. This does not mean that course selection should be casual. Students are expected to ensure their vocational or personal needs are well defined. All courses transferred to this degree must be university-level credit as determined by Athabasca University faculty.

Students are strongly encouraged to register in **ENGL 255** early in their program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Prior Learning and Assessment Recognition (PLAR) offers you the opportunity

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to demonstrate your prior learning and receive credit toward your program. For more information, visit the **PLAR website**.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students must choose either an Arts and Science or an Applied Studies designation.

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in ENGL 255 (Students are strongly encouraged to register in **ENGL 255** early in their program.);
  or

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- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level;**

  or

- receive credit for an English course in which a grade of B- or better was achieved.

Program structure

Total credits in the program	90
Residency requirement	None
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition Credits	
Arts and **Science**	9
Applied Studies	21

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Minimum credits required

Credits in the area of designation	45
Senior (300 or 400) level credits in the area of designation	30
Total senior-level credits (including above 30)	45
Humanities area of study* *The 100-level ENGL courses will not satisfy the Humanities area of study requirement in this program. These courses may, however, count as part of the total number of credits required for the degree.	6
Social Science area of study	6
Science area of study	6

Maximum credits allowed

At the preparatory (100) level	6
At the junior (200) level in any one discipline	15

Arts and Science designation

To satisfy the 90-credit requirement to complete the BGS degree, students must complete 45 credits in courses with an **Arts** (Humanities and/or Social Science) or **Science** designation (30 of these credits must be taken at the senior

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(300 or 400) level). Refer to Minimum Credits Required above.

Applied Studies designation

The **Applied Studies** designation includes courses in **Business and Administrative Studies**. Transfer courses in engineering, education, physical education, etc. are also applicable to the Applied Studies designation.

To satisfy the 90-credit requirement to complete the BGS degree, students must complete 45 credits in courses with an Applied Studies designation (30 of these credits must be taken at the senior (300 or 400) level). Refer to Minimum Credits Required above.

Students in the Applied Studies designation in the Bachelor of General Studies degree must also complete **ADMN 233** or **ENGL 255**. ADMN 233 will partially satisfy the Applied Studies area of study requirement in this program.

Bachelor of General Studies second undergraduate degree regulations

Minimum credits required

Minimum credits not applied to a previous degree	48
Credits in the area of designation	30
Senior (300 or 400) level credits in the area of designation	30
Total senior-level credits (including above 30)	36

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In the **Humanities** area of study	6
In the **Social Science** area of study	6
In the **Science** area of study	6
Residency requirement	None
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Maximum credits allowed

At the preparatory (100) level	0
At the junior (200) level in any one discipline	12
Maximum Prior Learning Assessment and Recognition credits	None permitted

Students must choose either an Arts and Science or an Applied Studies designation and complete at least 30 senior credits in the chosen designation.

The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Teaching credential

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For purposes of upgrading towards an Alberta professional teaching certificate, Alberta Education has specific requirements for the certification of teachers. Students planning to obtain a Bachelor of General Studies degree in order to meet certification requirements are advised to have completed a basic teacher preparation program acceptable to the Alberta minister of education.

To obtain information regarding an assessment of the basic teacher preparation program towards the minimum requirements for certification in Alberta, and regarding the Bachelor of General Studies degree as a possible means to fulfilling the academic degree requirements, contact:

The Registrar
Alberta Education
Professional Standards Branch
2nd floor, 44 Capital Boulevard Building
10044-108 St.
Edmonton, AB
T5J 5E6
780.427.2045

Alberta teachers wishing to have Athabasca University courses or programs considered for salary purposes are recommended to contact:

Alberta Teachers' Association
Teacher Qualifications Service
Barnett House
11010 - 142 Street
Edmonton, AB T5N 2R1
780.447.9400 (in Edmonton)
800.232.7208 (toll-free in Alberta)
tqs@teachers.ab.ca

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Health Administration degrees

This program is closed to new students as of October 17, 2022, and will be closed to in-progress students on June 30, 2028.

- Bachelor of Health Administration
- Bachelor of Health Administration (Post Diploma)

Updated August 28, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
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Bachelor of Health Administration

This program is closed to new students as of October 17, 2022, and will be closed to in-progress students on June 30, 2028.

Canada's health care system is faced with challenges from all directions; rising costs, shortage of human resources, and an aging population. Athabasca University's Bachelor of Health Administration program is designed to help health care administrators and managers meet these challenges. By developing organizational, analytical, and managerial skills, the program enables graduate students to seek innovative ways of meeting the increasing demands on Canada's health care system. To receive more information about this program, please contact Athabasca University's **Faculty of Health Disciplines** .

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in **ADMN 233** or **ENGL 255** (Students are strongly encouraged to register in either course early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level** ;
  or
- receive transfer credit for an English course in which a grade of B- or better was achieved.

Second undergraduate degree

Students who hold a recognized first degree and who wish to obtain an AU undergraduate degree in a different subject area,

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must apply under the second undergraduate degree regulations. These students may transfer in up to 50 per cent (45 credits) into the three-year degree program, based on course work in the first degree that is applicable. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Program structure

Total credits in the program	90
Required credits	57
Elective credits	15
Options	18
Minimum credits at the senior (300 and 400) level	54
Maximum credits at the junior level	36
(maximum allowed at the preparatory [100] level)	6
Residency requirement. A minimum of 24 credits must be obtained through Athabasca University.	24
Graduation with Distinction or Great Distinction. At least 24 credits	

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must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition (PLAR)** credits	21

Required core courses

(57 credits)

ACCT 250 – Accounting for Managers	(3)
ADMN 232 – Introduction to Management	(3)
ADMN 233 – Writing in Organizations*	(3)
or	
ENGL 255 – Introductory Composition*	
* **See English Writing Skills Requirement**	
COMM 243 – Interpersonal Communication	(3)
ECON/HADM 321 – Health Care Economics	(3)
HADM 235 – Introduction to Health Administration	(3)

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HADM 336 – Community Health Planning	(3)
HADM 339 – Organization of the Canadian Health Care System	(3)
HADM 369 – Health Policy in Canada	(3)
HADM 379 – Introduction to Epidemiology	(3)
HADM 400 – Health Care Law	(3)
HADM 435 – Practicum – Senior Field Placement in Health Administration	(6)
HADM 488 – Risk Management and Safety in Health Services	(3)
HLST 200 – Introduction to Human Health I	(3)
or	
HLST 201 – Introduction to Human Health II	
HADM 326 – Health Issues: Health and Healing	(3)
PHIL 252 – Critical Thinking (PHIL 252 will be waived if students have completed a university-level course in indigenous philosophy.)	(3)
PHIL 333 – Professional Ethics	(3)
HADM 399 – Evaluating Health Research Evidence	(3)

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Electives

(Select 15 credits from the following)

CMIS 245 – Microcomputer Applications in Business (Windows)
COMM 277 – Group Communication
HADM 315 – Health and Community Development (Students are strongly recommended to take HADM 315)
HLST 320 – Teaching and Learning for Health Professionals
HRMT 386 – Introduction to Human Resource Management
LGST 331 – Administrative Law
ORGB 364 – Organizational Behaviour
WGST 303 – Gender, Women, and Health

Options

(18 credits)

In any discipline	(18)

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Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Health Administration (Post Diploma)

This program is closed to new students as of October 17, 2022, and will be closed to in-progress students on June 30, 2028.

Canada's health care system is faced with challenges from all directions; rising costs, shortage of human resources, and an aging population. Athabasca University's Bachelor of Health Administration program is designed to help health care administrators and managers meet these challenges. By developing organizational, analytical, and managerial skills, the program enables graduate students to seek innovative ways of meeting the increasing demands on Canada's health care system. To receive more information about this program, please contact Athabasca University's **Faculty of Health Disciplines** .

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

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Admission requirements

The Bachelor of Health Administration (Post Diploma) is open to holders of approved two- or three-year diplomas from an accredited college or technical institute. All diplomas presented must be approved for credit by Athabasca University.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students must meet the following English writing skills requirement:

- hold credit in **ADMN 233** or **ENGL 255** (Students are strongly encouraged to register in either course early in their program.);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University English course above the **preparatory (100) level** ;
  or

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- receive transfer credit for an English course in which a grade of B- or better was achieved.

Program structure

Total credits in the program	90
Maximum block credit transfer from college	66
Senior (300/400 level) credits	30
Residency requirement. A minimum of 24 credits must be obtained through Athabasca University.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Prior Learning Assessment and Recognition **(PLAR)** credits	6

Enrolment requirement for business diplomas

Students presenting AU-approved two-year diplomas in any health-related field or in business administration may be awarded up to 60 credits towards this 90-

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credit degree. Students presenting AU-approved three-year diplomas in business administration may be awarded up to 66 credits towards this degree.

In order to be awarded a block transfer of 60 credits, students must have completed the following courses (24 credits) or their equivalent.

ACCT 250 – Accounting for Managers	(3)
ADMN 232 – Introduction to Management	(3)
ADMN 233 – Writing in Organizations*	(3)
or	
ENGL 255 – Introductory Composition*	
* see **English Writing Skills Requirement**	
COMM 243 – Interpersonal Communication	(3)
HADM 488 – Risk Management and Safety in Health Services	(3)
PHIL 252 – Critical Thinking* * PHIL 252 will be waived if students have completed a university-level course in indigenous philosophy.	(3)
HADM 435 – Practicum – Senior Field Placement in Health Administration	(6)

Required courses

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(24 credits)

HADM/ECON 321 – Health Care Economics	(3)
HADM 336 – Community Health Planning	(3)
HADM 339 – Organization of the Canadian Health Care System	(3)
HADM 369 – Health Policy in Canada	(3)
HADM 379 – Introduction to Epidemiology	(3)
HADM 400 – Health Care Law	(3)
PHIL 333 – Professional Ethics	(3)
HADM 399 – Evaluating Health Research Evidence	(3)

Options

(6 credits)

Six credits in any **discipline** at the senior (300 or 400) level	(6)
Students who have work experience in Health and Human Services are strongly encouraged to take **HADM 326** and **HADM 315** to fulfill this option.	

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Information effective Sept. 1, 2023 to Aug. 31, 2024.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Human Resources and Labour Relations degrees

When you are ready to enrol in a program, complete and submit the **Undergraduate General Application Form** to Athabasca University.

- **Bachelor of Human Resources and Labour Relations**
- **Bachelor of Human Resources and Labour Relations (Post Diploma)**

Updated June 22, 2023 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Human Resources and Labour Relations

Regulations effective Sep. 1, 2024.

The Bachelor of Human Resources and Labour Relations is an integrated, multidisciplinary program of courses that examines employment relations within their social, legal, political, and economic contexts. The program will be of interest to trade unionists, managers, human resource specialists, and individuals interested in better understanding the employment relations of their own workplace.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

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Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Students are strongly encouraged to register in **ENGL 255** early in their program.

Second undergraduate degree

Students who hold a recognized first degree and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students may transfer in up to 50 per cent (45 credits) into the three-year degree program, based on course work in the first degree that is applicable. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Program structure

Total credits in the program	90
Required core courses	30

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Electives and option courses	60
Maximum transfer credit	66
Minimum at senior (300/400) level	54
Residency requirement. A minimum of 24 credits must be obtained through Athabasca University.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning and Assessment **(PLAR)** credits	30
No preparatory (100-level) courses will count towards this program	

Required core courses

(30 credits)

ENGL 255 – Introductory Composition	(3)
EDUC 317 – Training and Development in Organizations	(3)
HRMT 386 – Introduction to Human Resource Management	(3)
IDRL 316 – The Practice of Labour Relations	(3)

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IDRL 309/LGST 310 – Human Rights, the Charter and Labour Relations	(3)
or	
LBST 330 – Workers and the Economy	
IDRL 215 – Introduction to Labour Relations	(3)
IDRL 308 – Occupational Health and Safety	(3)
IDRL 320 – The Law of Work	(3)
SOCI 321 – Sociology of Work and Industry	(3)
SOSC 366 – Research Methods in the Social Sciences	(3)

Electives

(45 credits)

Note: A minimum of 9 credits must be selected from the courses in **HRMT** and/or **IDRL** .	
ACCT 253 – Introductory Financial Accounting	(3)
ACCT 355 – Cost Analysis	(3)

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All ADMN courses	
ANTH 275 – Faces of Culture: An Introduction to Cultural Anthropology	(3)
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
CMIS 351 – Management Information Systems	(3)
COMM 243 – Interpersonal Communication	(3)
COMM 277 – Group Communication	(3)
COMP 361 – Systems Analysis and Design	(3)
All ECON courses	
All EDUC courses	
All GOVN courses	
HIST 336 – History of Canadian Labour	(6)
All HRMT courses	
All IDRL courses	
All LBST courses	

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All LGST courses	
All ORGB courses	
PHIL 252 –Critical Thinking	(3)
PHIL 333 – Professional Ethics	(3)
All POEC courses	
PSYC 200 – Introduction to Career Development	(3)
PSYC 300 – Theories of Career Development	(3)
PSYC 310 – Learning and Instruction	(3)
PSYC 387 – Learning	(3)
PSYC 401 – Learning Through Life	(3)
PSYC 405 – Creating a Working Alliance	(3)
SOCI 300 – How Humans Organize: From Primary Groups to the World Wide Web	(3)
SOCI 301 – Social Statistics	(3)
SOCI 332 – Women and Unions	(3)

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SOCI 345 – Women, Gender and Work in Canada	(3)
SOCI 381 – The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)

Options

(15 credits)

Junior- or senior-level credits from **any area** , including from the electives above (provided they haven't been used to satisfy the elective requirement). Students who wish to substitute another course(s) for the electives may do so with the permission of the program director.	(15)

As of 2023, the BHRLR has been accredited by CPHR-Alberta, the professional association for human resources professionals. HRLR graduates who wish to obtain Chartered Professionals in Human Resources (CPHR) designation will be exempted from the National Knowledge Exam if they complete the courses in the CPHR stream as part of their course requirements. All Canadian residents (except Ontario) who complete the CPHR stream are eligible for the exemption. For more information about the CPHR stream at AU go here: **https://www.athabascau.ca/humanities-and-social-sciences/resources/ba-hrpa-accreditation.html**

For more information on the CPHR please visit **https://www.cphrab.ca/become-a-CPHR**

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Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Human Resources and Labour Relations (Post Diploma)

Regulations effective Sep. 1, 2024.

The Bachelor of Human Resources and Labour Relations is an integrated, multidisciplinary program of courses that examines employment relations within their social, legal, political, and economic contexts. The program will be of interest to trade unionists, managers, human resource specialists, and individuals interested in better understanding the employment relations of their own workplace.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

The Bachelor of Human Resources and Labour Relations (Post Diploma) offers a number of admission routes for business and non-business diploma-holders. All diplomas presented must be approved by Athabasca University. Please review **Transfer Credit Services** for further information.

Program structure

Total credits in the program	90
Maximum block transfer credit for Ontario two-year business administration diploma	45
Maximum block transfer credit for Ontario three-year business administration diploma* *60 block credits with the possibility of up to six additional credits if the student holds an approved three-year diploma with direct equivalents to the remaining core courses.	60
Maximum block transfer credit for approved non-business administration diploma	30
Minimum credits at senior (300/400) level	27
Required core courses	30

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Elective courses	15 to 30
Residency requirement. A minimum of 24 credits must be obtained through Athabasca University.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning and Assessment **(PLAR)** credits	6
No preparatory (100-level) courses will count towards this program	

Following are the remaining courses to complete the credential for AU-approved two-year business administration diplomas (excluding Ontario) and Ontario three-year business administration diplomas:

Required core courses

(30 credits)

Elective at the 300/400 level**Choose from **HRMT** or **IDRL** courses listed in the **Bachelor of Human Resources and Labour Relations** program.	(3)
EDUC 317 – Training and Development in Organizations	(3)
HRMT 386 – Introduction to Human Resource Management	(3)

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IDRL 316 – The Practice of Labour Relations	(3)
IDRL 309/LGST 310 – Human Rights, the Charter and Labour Relations	(3)
or	
LBST 330 – Workers and the Economy	
IDRL 215 – Introduction to Labour Relations	(3)
IDRL 308 – Occupational Health and Safety	(3)
IDRL 320 – The Law of Work	(3)
SOCI 321 – Sociology of Work and Industry	(3)
SOSC 366 – Research Methods in the Social Sciences	(3)

Following are the remaining courses to complete the credential for AU-approved Ontario two-year business administration diplomas and non-business administration diplomas.

Elective courses

(15 to 30 credits)

Select course work from the **elective list** in the Bachelor of Human Resources and Labour Relations program. Note that at least 9 credits must be chosen

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from **HRMT** and/or **IDRL** courses. Students wishing to substitute another course(s) for the electives may do so with the permission of the program director.

- Electives for Ontario two-year business administration diplomas (15)
- Electives for non-business administration diplomas (30)

As of 2023, the BHRLR has been accredited by CPHR-Alberta, the professional association for human resources professionals. HRLR graduates who wish to obtain Chartered Professionals in Human Resources (CPHR) designation will be exempted from the National Knowledge Exam if they complete the courses in the CPHR stream as part of their course requirements. All Canadian residents (except Ontario) who complete the CPHR stream are eligible for the exemption. For more information about the CPHR stream at AU go here: **https://www.athabascau.ca/humanities-and-social-sciences/resources/ba-hrpa-accreditation.html**

For more information on the CPHR please visit **https://www.cphrab.ca/become-a-CPHR**

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Bachelor of Human Resources and Labour Relations (Post Diploma)

Regulations effective Sep. 1, 2024.

The Bachelor of Human Resources and Labour Relations is an integrated, multidisciplinary program of courses that examines employment relations within their social, legal, political, and economic contexts. The program will be of interest to trade unionists, managers, human resource specialists, and individuals interested in better understanding the employment relations of their own workplace.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

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Program requirements

Students complete the program regulations in effect at the time of their enrolment.

The Bachelor of Human Resources and Labour Relations (Post Diploma) offers a number of admission routes for business and non-business diploma-holders. All diplomas presented must be approved by Athabasca University. Please review **Transfer Credit Services** for further information.

Program structure

Total credits in the program	90
Maximum block transfer credit for Ontario two-year business administration diploma	45
Maximum block transfer credit for Ontario three-year business administration diploma* *60 block credits with the possibility of up to six additional credits if the student holds an approved three-year diploma with direct equivalents to the remaining core courses.	60
Maximum block transfer credit for approved non-business administration diploma	30
Minimum credits at senior (300/400) level	27
Required core courses	30

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Elective courses	15 to 30
Residency requirement. A minimum of 24 credits must be obtained through Athabasca University.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning and Assessment **(PLAR)** credits	6
No preparatory (100-level) courses will count towards this program	

Following are the remaining courses to complete the credential for AU-approved two-year business administration diplomas (excluding Ontario) and Ontario three-year business administration diplomas:

Required core courses

(30 credits)

Elective at the 300/400 level**Choose from **HRMT** or **IDRL** courses listed in the **Bachelor of Human Resources and Labour Relations** program.	(3)
EDUC 317 – Training and Development in Organizations	(3)
HRMT 386 – Introduction to Human Resource Management	(3)

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IDRL 316 – The Practice of Labour Relations	(3)
IDRL 309/LGST 310 – Human Rights, the Charter and Labour Relations	(3)
or	
LBST 330 – Workers and the Economy	
IDRL 215 – Introduction to Labour Relations	(3)
IDRL 308 – Occupational Health and Safety	(3)
IDRL 320 – The Law of Work	(3)
SOCI 321 – Sociology of Work and Industry	(3)
SOSC 366 – Research Methods in the Social Sciences	(3)

Following are the remaining courses to complete the credential for AU-approved Ontario two-year business administration diplomas and non-business administration diplomas.

Elective courses

(15 to 30 credits)

Select course work from the **elective list** in the Bachelor of Human Resources and Labour Relations program. Note that at least 9 credits must be chosen

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from **HRMT** and/or **IDRL** courses. Students wishing to substitute another course(s) for the electives may do so with the permission of the program director.

- Electives for Ontario two-year business administration diplomas (15)
- Electives for non-business administration diplomas (30)

As of 2023, the BHRLR has been accredited by CPHR-Alberta, the professional association for human resources professionals. HRLR graduates who wish to obtain Chartered Professionals in Human Resources (CPHR) designation will be exempted from the National Knowledge Exam if they complete the courses in the CPHR stream as part of their course requirements. All Canadian residents (except Ontario) who complete the CPHR stream are eligible for the exemption. For more information about the CPHR stream at AU go here: **https://www.athabascau.ca/humanities-and-social-sciences/resources/ba-hrpa-accreditation.html**

For more information on the CPHR please visit **https://www.cphrab.ca/become-a-CPHR**

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Management degrees

When you are ready to enrol in a program, complete and submit the **Undergraduate General Application Form** to Athabasca University.

- **Bachelor of Management**
- **Bachelor of Management (Post Diploma)**

Updated June 22, 2023 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Bachelor of Management

Regulations effective Sep. 1, 2024.

The Bachelor of Management program features a strong international perspective. A degree in management will better prepare graduates for the changing business world of today. Graduates will possess the critical thinking, communications, and management skills needed to excel in a variety of work environments. Graduates will gain an important competitive advantage by completing this program.

The Bachelor of Management program is offered by Athabasca University's Faculty of Business. For additional information, phone 1.800.468.6531 or **email**.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Students will not be accepted into the Bachelor of Management program if they have

- a degree in administration, business, commerce, or management
- a degree with a major or concentration in administration, business, commerce, or management
- any equivalent program from Athabasca University or another university.

Regulations governing all Bachelor of Management students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Management degree in order to graduate.

Degree conversion provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the **Undergraduate Degree Conversion from Three- to Four-Year Program Policy.**

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Second undergraduate degree

Students who hold a previous undergraduate degree must enrol in the Bachelor of Commerce four-year program and follow the second undergraduate degree requirements. This degree requires a minimum of 60 credits.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Program structure

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Total credits in the program	90
Required courses (Years 1 and 2)	39
Options	21
Required courses (Years 3 and 4)	21
Options	9
Residency requirement. A minimum of 24 credits must be obtained through Athabasca University in senior (300 or 400 level) courses.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition (PLAR)** credits	15

Years 1 and 2 (60 credits)

Required courses

(39 credits)

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ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting*	
*** Students who are planning to pursue a professional accounting designation or ladder to a four-year degree are advised to take ACCT 253.**	
ADMN 232 – Introduction to Management* * Students are strongly encouraged to register in ADMN 232 early in their program.	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations* * Students are strongly encouraged to register in ADMN 233 early in their program.	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
ECON 247 – Microeconomics	(3)

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ECON 248 – Macroeconomics	(3)
LGST 369 – Commercial Law	(3)
MGSC 301 – Statistics for Business and Economics I	(3)
MKTG 396 – Introduction to Marketing	(3)
MATH 244 – Business Mathematics	(3)
or	
MATH 260 – Calculus for Social Sciences and Economics	
or	
MATH 265 – Introduction to Calculus I	
or	
MATH 270 – Linear Algebra I	
PHIL 252 – Critical Thinking	(3)
PHIL 333 – Professional Ethics	(3)
or	

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PHIL 337 – Business Ethics	

Options*

(21 credits)

Business and Administrative Studies credits at the junior (200) or senior (300/400) level	(3)
Non "Business and Administrative Studies" credits with a minimum of 12 credits at senior (300/400) level (an **ENGL** course is recommended)	(18)
* A maximum of 3 credits allowed in any area of study at the preparatory (100) level.	

Year 3 (30 credits)

Required courses

(21 credits)

ADMN 417 – International Business Management	(3)
or	

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ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance*	
*** Students planning to ladder to a four-year degree in ACCT or FNCE should take FNCE 370.**	
MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	
ORGB 364 – Organizational Behavior	(3)
HRMT 386 – Introduction to Human Resource Management	(3)
ADMN 404 – Capstone I: Strategic Management* *ADMN 404 should be taken as the last course in the program.	(3)

Options

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(9 credits)

Business and Administrative Studies credits at the senior (300/400 level)	(3)
Non "Business and Administrative Studies" credits at the senior (300/400) level	(6)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Bachelor of Management (Post Diploma)

Regulations effective Sep. 1, 2024.

The Bachelor of Management program features a strong international perspective. The program comprises a three-year general degree program.

A degree in management will better prepare graduates for the changing business world of today. Graduates will possess the critical thinking, communications, and management skills needed to excel in a variety of work environments. Graduates will gain an important competitive advantage by completing this program. Students complete the program regulations in effect at the time of their enrolment.

The Bachelor of Management program is offered by Athabasca University's **Faculty of Business**. For additional information, phone 1.800.468.6531 or **email**.

There are two routes to the Bachelor of Management (Post Diploma):

Business-Field Diploma-Holder Route

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Students presenting approved two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Management (Post Diploma) General degree, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in **non-Business and Administrative Studies** courses to reach the 60-credit requirement. All diplomas presented must be approved for credit by Athabasca University.

Non Business-Field Diploma-Holder Route

Students presenting two- or three-year professional diplomas in non-business fields from an accredited college or technical institute, will receive a block transfer award of 30 credits. All diplomas presented must be approved for credit by Athabasca University. Students must also complete the required courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route. All diplomas presented must be approved for credit by Athabasca University.

The Bachelor of Management (Post Diploma) degree is offered by Athabasca University's **Faculty of Business** . For more information, phone 1-800-468-6531 or **email**.

Planning your program

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Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment restriction

Students will not be accepted into the Bachelor of Management program if they have

- a degree in administration, business, commerce, or management
- a degree with a major or concentration in administration, business, commerce, or management
- any equivalent program from Athabasca University or another university.

Regulations governing all Bachelor of Management students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards and Bachelor of Management degree in order to graduate.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Program structure

Total credits in the program	90
Block transfer credit for two-year business diploma into Years 1 and 2 (excluding Ontario)	60
Block transfer credit for three-year business diploma	up to 66

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Block transfer credit for Ontario two-year business diploma	45
Required credits: Year 3	21
Residency requirement. A minimum of 24 credits must be obtained through Athabasca University in senior (300/400) level courses.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition **(PLAR)** credit	6

Business-Field Diploma-Holder Route

Years 1 and 2 (60 credits)

AU-approved college diploma

Year 3 (30 credits)

Required courses

(21 credits)

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ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
CMIS 351 – Management Information Systems	(3)
FNCE/ECON 300 – Financial Economics	(3)
or	
FNCE 370 – Overview of Corporate Finance* *** Students planning to ladder to a four-year degree in ACCT or FNCE should take FNCE 370.**	
ORGB 364 – Organizational Behavior	(3)
HRMT 386 – Introduction to Human Resource Management	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
or	
MGSC 369 – Service Operations Management	

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ADMN 404 – Capstone I: Strategic Management* *ADMN 404 should be taken as the last course in the program.	(3)

Options

(9 credits)

Senior (300/400) level **Business and Administrative Studies** credits	(6)
Senior (300/400) level **Non "Business and Administrative Studies"** credits	(3)

Non-Business-Field Diploma-Holder Route

The maximum block transfer for a diploma approved by AU is 30 credits. You must also complete the following required courses (30 credits). If you present courses equivalent to the following list, or another required course within the Bachelor of Management program, the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University.

Required courses

(30 credits)

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ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting* * Students who are planning to pursue a professional accounting designation or ladder to a four-year degree are advised to take ACCT 253.	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

LGST 369 – Commercial Law	(3)
MGSC 301 – Statistics for Business and Economics I	(3)
MATH 244 – Business Mathematics or MATH 260 – Calculus for Social Sciences and Economics or MATH 265 – Introduction to Calculus I or MATH 270 – Linear Algebra I	(3)

And the Required Course and Options under the Business-Field Diploma-Holder Route list above.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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and the online version, the online Calendar will be binding.

Nursing degrees

When you are ready to enrol in a program, complete and submit the **Undergraduate General Application Form** to Athabasca University.

- **Bachelor of Nursing, Post-RN**
- **Bachelor of Nursing, Post-LPN**

Updated June 22, 2023 by Office of the Registrar (calendar@athabascau.ca)

Ask AU

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Post-RN, Bachelor of Nursing

Regulations effective Sep. 1, 2024.

Post-RN Bachelor of Nursing program is offered through the **Faculty of Health Disciplines**. This program is designed to provide the Registered Nurse with the opportunity to acquire a broad liberal university education with particular emphasis on advanced theoretical and practical knowledge related to nursing informatics, nursing research, primary health care, leadership, management, family, and community health promotion. All AU nursing courses are mapped to the most current **entry to practice competencies**, as determined by the College of Registered Nurses of Alberta (CRNA).

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

For additional program information, please email **bnadvisor@athabascau.ca**.

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Enrolment requirements

To enrol in the Post-RN Bachelor of Nursing program, the following is required:

1. Graduation from an approved RN diploma program.
2. Regulated (Practicing) RN registration/licensure with a Canadian province or territory. Proof of registration must be submitted at time of application and maintained while completing the program.

Students with non-Canadian/non-United States education

Students presenting non-Canadian/non-United States (US) Nursing diplomas who have completed a Canadian RN bridging program are eligible for admission.

Students presenting non-Canadian/non-United States (US) degrees for admission and/or possible transfer credit, must obtain one of the following:

- a basic assessment* that compares the credential completed to education in Canada from an international assessment agency, for example, the **International Qualifications Assessment Service** (IQAS); or
- if seeking additional transfer credits, a specialized or course-by-course evaluation of post-secondary course work from an international assessment agency, for example, the **International Qualifications Assessment Service** (IQAS).

Official transcripts for any completed Canadian or US courses or programs in Nursing, taken to obtain licensure in Canada, must be submitted.

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* Students who leave the Post-RN Bachelor of Nursing program for another program at AU will be required to provide a specialized or course-by-course assessment.

For more information, see the Evaluations and Transfer Credit section of the Calendar which explains the **foreign transcript evaluation process** for international students.

Program requirements

Learners are required to complete the degree regulations that are in effect at the time of enrollment. Students are responsible for ensuring that pre-requisites (including specified program GPA requirements) and co-requisite course requirements are met throughout their program. Students who are inactive (have not registered for a course within 12 months from their last contract date) must re-enrol and will follow the regulations in effect at the time of re-enrolment. Students are strongly encouraged to register in their English course early in their program.

Program structure

Total credits required to complete the Post-RN Bachelor of Nursing degree* * Transfer credit may be awarded for non-nursing university transfer credit taken as part of an RN diploma program. Non-nursing transfer credit will not be awarded, however, for anatomy and physiology, pathophysiology, pharmacology, microbiology, or health	

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assessment courses included in the RN diploma program. Credit will not be awarded for non-nursing required, support and option courses that are more than 10 years old at the time of the request. Additional credit may also be awarded for university-level courses completed before admission to the Post-RN Bachelor of Nursing program on the basis of Prior Learning Assessment and Recognition (PLAR).	45
The 45 credits required to complete a Post-RN Bachelor of Nursing degree are distributed as follows:	
Required nursing credits	27
Required non-nursing credits	6
Non-nursing option credits	12
Residency requirement. A minimum of 15 nursing credits* must be obtained through Athabasca University. *Note: HLST 320 is a non-nursing course and does not qualify for the residency requirement and is subject to the 10-year stale-dating rule.	15
In order to be considered for Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through AU.	24
Maximum **PLAR** credits	9

Course requirements

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Students may register in Post-RN Bachelor of Nursing courses as unclassified students. Before registering in a course, students should determine whether they may be eligible for transfer credit for the course. Please review the syllabus for each course for details. Students should also ensure that they have completed all prerequisite and corequisite course requirements in accordance with the prerequisite declaration form.

NOTE: 300-level nursing courses should be completed before 400-level nursing courses.

Required nursing courses

(27 credits)

NURS 322 – Nursing Informatics	(3)
NURS 324 – Concepts and Theories in Nursing Practice	(3)
NURS 328 – Understanding Research	(3)
NURS 432 – Management and Leadership in Nursing Practice	(4)
NURS 434 – Community Health Promotion	(4)
NURS 436 – Family Health Promotion	(4)

Plus 6 credits selected from the following list:

HLST 320 – Teaching and Learning for Health Professionals* (See note above in Residency Requirement.)	(3)

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NURS 326 – Health Assessment	(3)
NURS 438 – Trends and Issues in Nursing and Health Systems	(3)
NURS 442 – Gerontological Nursing	(3)
NURS 604 – Leadership Roles in Health**	(3)
NURS 618 – Community Development for Health Care Leaders**	(3)
NURS 621 – Coaching and Leading: The Human Side of Organizational Change**	(3)
NURS 622 - Understanding Organizations: Theory, Analysis and Application**	(3)
Transfer credit for senior university-level nursing courses taken elsewhere	(3 to 6)

** A paced (within a specific 4-month time frame) nursing graduate course that is open for registration by June 10 (Fall start), October 10 (Winter start), and February 10 (Spring start). Credit for NURS 604, 618, 621, or 622 if taken to fulfill the Bachelor of Nursing elective requirement, cannot be applied for credit toward another undergraduate or graduate degree. Please note the fee for this graduate course differs from that of an undergraduate course. Please fill out the **Graduate Programs: Course Registration Form** to register for NURS 604, 618, 621, or 622.

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Required non-nursing courses

(6 credits)

Any junior or senior university-level or equivalent **English course.**	(3)
MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-oriented Approach to Statistics	

Non-nursing option courses

(12 credits)

May be selected from **Humanities**, **Science** or **Social Science**, and **Applied Studies** other than nursing (NURS); at least 6 credits must be at the 300/400 level)	(12)

Computer requirements

Access to a computer with basic word processing, and internet access, is required. Refer to the **glossary.**

Clinical placement

FHD students in a clinical placement are bound by the **Clinical Placement Misconduct Policy.** Any actions or behaviours that fall under the scope of the

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university's Academic Misconduct Policy, Non-Academic Misconduct Policy, or Academic Integrity Policy will continue to be dealt with under those policies.

Specific regulations

Given the unique and professional nature of the Post-RN Bachelor of Nursing program, some of the general policies governing academic studies at AU are superseded by the regulations below.

1. RN diplomas from approved institutions will be accepted regardless of the year of graduation.
2. AU will not normally award additional transfer credit for nursing courses/certificates that are more than 7 years old at the time of the request. If evidence of current practice in the content area is submitted, this regulation may be waived. Credit will not be awarded for non-nursing required, support and option courses that are more than 10 years old at the time of the request.
3. Students will be permitted a maximum of 5 years to complete all degree requirements from date of enrolment.
4. Students who have been awarded 2 failing grades in 1 or more nursing courses will be automatically withdrawn from the post-RN Bachelor of Nursing program, with no opportunity for re-admission.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Post-LPN, Bachelor of Nursing

Regulations amended, effective Sep. 1, 2024.

NOTE: Admission to this program is paused due to high enrolments. Please refer to the Future Post-LPN BN Program for further information.

This program is designed to provide the Regulated (Practicing) Licensed Practical Nurse (LPN) with the opportunity to continue their education in nursing in a baccalaureate program that offers flexible modes of course delivery and opportunities to develop a clinical focus. Graduates are eligible to write the National Council Licensure Examination – Registered Nurse (NCLEX-RN) and to apply for registration with the College of Registered Nurses of Alberta. If you plan to practice in a jurisdiction other than Alberta following completion of this program, please contact the regulatory body in that jurisdiction, before applying to this program, to determine acceptance of the program when seeking a temporary practice permit and active registration as a registered nurse. All Athabasca University (AU) nursing courses are mapped to the most current **entry to practice competencies**, as determined by the College of Registered Nurses of Alberta (CRNA).

The **Faculty of Health Disciplines** offers the Post-LPN Bachelor of Nursing program. For additional program information, please email **bnadvisor@athabascau.ca**.

Planning your program

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Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment requirements

1. Graduation from an approved practical nurse (LPN; RPN) certificate/diploma program.
2. Regulated (Practicing) LPN with the College of Licensed Practical Nurses of Alberta. Proof of active registration/licensure must be submitted at time of application and maintained while completing the program.
3. Equivalent of 1-year full-time work experience (1,700 hours) as a LPN (submit letter(s) from employers to substantiate).

Students with non-Canadian/non-United States education

Students presenting non-Canadian/non-United States (US) diplomas must present one of the following for admission and/or possible transfer credit:

- official transcript showing completion of a recognized Canadian Practical Nurse Diploma, or bridging program; or
- a basic assessment* that compare the credential completed to Practical Nurse education in Canada from an international assessment agency, for example, the **International Qualifications Assessment Service** (IQAS); or

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- if seeking additional transfer credits, a specialized or course-by-course evaluation of post-secondary course work from an international assessment agency, for example, the **International Qualifications Assessment Service** (IQAS).

Official transcripts for any completed Canadian or US courses or programs in nursing, taken to obtain licensure in Canada, must be submitted.

* Students who leave the post-LPN Bachelor of Nursing program for another program at AU will be required to provide a specialized or course-by-course assessment.

For more information, see the Evaluations and Transfer Credit section of the Calendar that explains the **foreign transcript evaluation process** for international students.

Program requirements

Students are required to follow the degree regulations in effect at the time they enrolled in their program. Students are responsible for ensuring that prerequisites (including specified program GPA requirements) and co-requisite course requirements are met throughout their program. Students who are inactive (have not registered for a course within 12 months from their last course contract end date) must re-enrol and will complete the regulations in effect at the time of re-enrolment.

Second undergraduate degree

LPN Students who hold a recognized first degree in a discipline

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outside of nursing who wish to obtain an AU Bachelor of Nursing degree must apply under the Second Undergraduate degree regulations. These students may transfer applicable coursework from the previously completed degree to satisfy up to 50 per cent of the total credits required to complete the post LPN BN program. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree. Those students who hold an international credential in the same discipline who wish to obtain a Canadian credential may be permitted, in consultation with the Program Director and reviewed by the Office of the Registrar.

Program structure

Bachelor of Nursing degree credit requirements	120
Credits awarded for successful completion of practical nurse certificate or diploma program	30*
Total credits required to complete the Post-LPN Bachelor of Nursing degree	90
Residency requirement. A minimum of 51 nursing credits (NURS) must be obtained through Athabasca University. Transfer credit will not be awarded for BIOL 235, NURS 316, NURS 316 in Cluster A, and NURS 250 in Cluster B—these courses must be completed through AU.	51

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Graduation with Distinction or Great Distinction. At least 24 credits (excluding courses using a pass/fail grading scheme) must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition **(PLAR)** (for non-nursing) credits	9
The 90 credits required to complete a post-LPN Bachelor of Nursing degree shall be distributed as follows:	
• required and option nursing credits	60
• required Cluster A credits	30
* Additional credit may be awarded for university-level courses completed before enrolment to the Post-LPN Bachelor of Nursing program. **PLAR** may be awarded for non-nursing University-level courses. University-level nursing courses taken prior to enrolment in the Post-LPN BN program will be assessed on a case-by-case basis. Transfer credit will not be granted for nursing clinical courses that are more than 5 years old and nursing theory courses that are more than 7 years old and non-nursing required, support and option courses that are more than 10 years old at the time of the request.	

Course requirements

Courses listed in Cluster A are prerequisite to those listed in Cluster B, and courses listed in Cluster B are prerequisite to those listed in Cluster C. Pre/co-requisite course requirements are also present within both Cluster A and B.

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Students are responsible for ensuring that prerequisites (including the specified Program GPA) and co-requisite course requirements are met throughout the program in accordance with the Prerequisite Declaration Form. Please review the Syllabus for each course for details.

NOTE: Clinical courses will only be offered within Alberta. Please see **BN Clinical Preparation Guide** and **NURS 441 Placement Suggestion Process** for more information.

Cluster A courses

(30 credits)

ENGL 255 – Introductory Composition (recommended)*	(3)
or	
junior/senior level university or equivalent **ENGL course**	
PHIL 335 – Biomedical Ethics	(3)
BIOL 235 – Human Anatomy and Physiology**	(6)
PSYC 290 – General Psychology	(3)
MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-Oriented Approach to Statistics	

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HLST 320 – Teaching and Learning for Health Professionals	(3)
INST 203 – Indigenous Studies I	(3)
or	
INST 205 – Indigenous Studies II	
or	
INST 301 – Indigenous Education	
NURS 316 – Review of Pathophysiology and Pharmacology for BN Practice I**	(3)
NURS 317 – Review of Pathophysiology and Pharmacology for BN Practice II**	(3)
** BIOL 235, NURS 316, and NURS 317 must be taken with Athabasca University. Transfer Credit will not be awarded.	

- Students are strongly encouraged to register in their English course early in their program.

Cluster B nursing required and elective courses

(51 credits)

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NURS 250 – Exploration of Professional Nursing Practice	(3)
NURS 324 – Concepts and Theories in Nursing Practice	(3)
NURS 328 – Understanding Research	(3)
NURS 350 – Maternal Child and Pediatric Nursing	(3)
NURS 400 – Adult Health and Health Alterations	(3)
NURS 401 – Professional Practice with Adults Experiencing Health Alterations	(6)
NURS 432 – Management and Leadership in Nursing Practice	(4)
NURS 434 – Community Health Promotion	(4)
NURS 435 – Mental Health Nursing	(6)
NURS 436 – Family Health Promotion	(4)
NURS 437 – Professional Practice in Family and Community Health Promotion	(6)
NURS 438 – Trends and Issues in Nursing and Health Systems	(3)
And 3 credits from the following nursing elective list:	
NURS 326 – Health Assessment	(3)

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NURS 442 – Gerontological Nursing	(3)
NURS 604 – Leadership Roles in Health**	(3)
NURS 618 – Community Development for Health Care Leaders **	(3)
NURS 621 – Coaching and Leading: The Human Side of Organizational Change**	(3)
NURS 622 – Understanding Organizations: Theory, Analysis and Organization**	(3)
** A paced (within a specific 4-month time frame) nursing graduate course that is open for registration by June 10 (fall start), October 10 (winter start), and February 10 (spring start). Credit for NURS 604, 618, 621, or 622 if taken to fulfill the Bachelor of Nursing elective requirements, cannot be applied for credit toward another undergraduate or graduate degree. Please note the fee for this graduate course differs from that of an undergraduate course. Please fill out the **Graduate Programs: Course Registration Form** to register for NURS 604, 618, 621, or 622.	

Cluster C courses

(9 credits)

NURS 441 – Consolidated Professional Practice	(9)

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Computer requirements

Access to a computer with basic word processing and Internet access is required. Refer to the **online glossary.**

Clinical placement

Faculty of Health Disciplines students in a clinical placement are bound by the **Clinical Placement Misconduct Policy.** Any actions or behaviours that fall under the scope of the university's Academic Misconduct Policy, Non-Academic Misconduct Policy, or Academic Integrity Policy will continue to be dealt with under those policies.

Specific regulations

Given the unique and professional nature of the Post-LPN Bachelor of Nursing program, some of the general policies governing academic studies at Athabasca University are superseded by the following regulations.

1. In order to register in a nursing course with a practicum component, students must present proof of the following:
    - regulated (Practicing) LPN with the College of Licensed Practical Nurses of Alberta. Proof of active registration/licensure must be maintained while completing the program.
    - compliance with all requirements listed in the **BN Clinical Preparation Guide** .
2. Students in the Post-LPN Bachelor of Nursing program are not permitted to challenge required or optional nursing theory or clinical courses.
3. Students seeking re-enrolment to the Post-LPN Bachelor of Nursing program will not receive credit for nursing clinical courses that are more than 5 years old and nursing theory courses that are more than 7 years old.

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Credit will not be awarded for non-nursing required, support and option courses that are more than 10 years old at the time of the request.

4. Students who have been awarded 2 failing grades in one or more nursing courses will be automatically withdrawn from the post-LPN BN program, with no opportunity for re-admission.
5. Students will be permitted a maximum of 7 years to complete all degree program requirements from date of enrolment.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated March 11, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Professional arts degrees

When you are ready to enrol in a program, complete and submit the **Undergraduate General Application Form** to Athabasca University.

- **Bachelor of Professional Arts, Communication Studies Major**
- **Bachelor of Professional Arts, Criminal Justice Major**
- **Bachelor of Professional Arts, Governance, Law, and Management Major**
- **Bachelor of Professional Arts, Human Services Major**

Updated June 22, 2023 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Professional Arts, Communication Studies Major

Regulations effective Sep. 1, 2024.

The Bachelor of Professional Arts program is a four-year program designed for students who have completed a two- or three-year diploma or 60-credit equivalent from an Athabasca University approved university, college, institute of technology, or other organization approved for transfer credit. Some students may qualify to earn additional credits through prior learning assessment.

If you have any questions, please contact **Advising Services** .

Communication Studies Major

The Bachelor of Professional Arts, Communication Studies Major (BPA-CMNS) is offered by AU's Faculty of Humanities and Social Sciences. The program encourages students to apply their professional knowledge within a national and international context of mass media and communication.

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Planning your program

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment route

- Post-Diploma (PD) Transfer
- University Transfer
- Prior Learning

Enrolment requirements

Full enrolment into the Communication Studies Major requires 60 credits. The BPA Communication Studies Major is available to:

- graduates of a two- or three-year diploma (60-90 credits), two 30-credit certificate programs, or one 30-credit certificate and 30 transferable credits;
- graduates of an undergraduate university degree in a non-related field;
- applicants with a minimum of 60 credits of university-level coursework;
- applicants with a minimum of 60 AU Prior Learning Assessment and Recognition (PLAR) credits; or,

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- applicants with a combination of PLAR credits combined with university-level course credits to reach at least 60 credits.

Coursework and credentials must have been obtained from a university, college, institute of technology, or other organization, approved by Athabasca University. Individuals who have questions about the eligibility of their previous education for enrolment are strongly encouraged to contact **Advising Services** .

Pre-enrolment status

Applicants are granted pre-enrolment status if they have 6 or more credits, but less than the 60 credits required for enrolment. They can complete the remaining credits at AU for full enrolment.

Note: Those in the pre-enrolment category might consider completing an AU certificate or diploma credential that serves as a building block toward the degree, such as the 30-credit certificates or a diploma such as the 60-credit **University Diploma in Arts**. The courses within the 30-credit **University Certificate in Public Administration** (UC-PADM), for example, can be applied to both enrolment and to satisfy BPA major requirements, however, credits can only be used once. Contact **Advising Services** for more information about how you can earn the UC-PADM credential to fulfill major requirements, or to satisfy both entry and major requirements.

English language assessment

In addition to meeting the stated enrolment requirements, applicants must also complete AU's **English Language Assessment** (ELA) prior to being enrolled in the program. Based upon the applicant's ELA results, a recommendation will be made as to which writing skills' course is appropriate. Those applicants whose ELA suggests they would benefit from skill building courses at the 100-level will be allowed to register in **ENGL 155** : Developing Writing Skills; **ENGL 177** : English for Academic Purposes; or **PHIL 152** :

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Basics in Critical Thinking, Reading and Writing. The 100-level skill building course can be counted as a Junior Option in the Major.

Program requirements

Students must complete the regulations that are in effect at the time they enrol in the program.

Students are strongly encouraged to register in their English courses early in their program.

Prior Learning Assessment and Recognition

Some students may qualify for:

1. a maximum of 60 credits of **Prior Learning Assessment and Recognition (PLAR)** towards entry to this program;
2. a maximum of 30 credits towards senior credit once they are accepted into the program; or,
3. a combination of PLAR credits applied to entry and the remaining credits in the program.

Applicants with less than 30 credits who wish to use PLAR for program entry must first receive approval from the BPA-CMNS program coordinator. These applicants then will be conditionally enrolled after completion of **CMNS 201**: Introduction to Mass Media and **CMNS 302**: Communication in History.

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To learn more about PLAR opportunities within the Communication Studies program, please contact the CMNS **program coordinator** or the **Centre for Learning Accreditation**.

Program structure

Total credits in the program	120
Enrolment requirement	60

Minimum credits required beyond the college diploma

Common Core credits	12
Major and elective and/or option credits	48
Total	60
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

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Within the degree students are required to earn for degree completion

Minimum credits required at the senior (300/400) level	48
Minimum credits required at the 400 level	18
Maximum credits allowed at junior (200) level*	12
*see English Language Assessment section; this could include an ELA recommended 100-level writing skills course.	

Common core

(12 credits)

All BPA programs require students to take a common core of courses which can be taken at any time. Students are encouraged, however, to complete the common core courses early in their program. The common core addresses skills and knowledge that will help students succeed with the remaining degree requirements. When choosing courses in the common core please consult **Advising Services** .

1. Take one of the following writing skills courses:	
ENGL 255 **Introductory Composition** **or**	(3)

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PHIL 252 **Critical Thinking**	
NOTE: Students who have taken a course deemed equivalent to one of these courses must take the other course. All students are strongly encouraged to complete their writing skills course(s) early in their programs.	
2. Take one of the following Indigenous cultural competency courses:	
INST 203 **Indigenous Studies I** **or** INST 205 **Indigenous Studies II**	(3)
NOTE: Students who have taken a course deemed equivalent to one of these courses must take the other course.	
3. A senior (300/400) level professional ethics course, such as:	
CMNS 455 **Media Ethics** **or** PHIL 333 **Professional Ethics** **or** PHIL 334 **Professional Ethics in Heritage Resources Management** **or** PHIL 335 **Biomedical Ethics** **or** PHIL 337 **Business Ethics** **or** PHIL 371 **Ethics, Science, Technology, and the Environment**	(3)

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4. A research methods course, such as:	
SOSC 366 **Research Methods in the Social Sciences** **or** ANTH 390 **Community-Based Research Methods**	(3)

Communication Studies – specific requirements

Common Core credits	12
Major Courses credits (made up of Required Major Courses and Electives)	30
Required Major Course credits	12
Elective credits	18
Options credits	18
Minimum CMNS credits allowed	18
Minimum credits required at the 400 level, 12 credits of which must be CMNS courses	18

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Maximum credits allowed at the 200 level (which may include 3 credits at the 100 level if recommended by the ELA. See English Language Assessment section above).	12
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition** (PLAR) credits	***see Prior Learning above**

Major courses (30 credits)

Required major courses

(12 credits)

CMNS 301 – Communication Theory and Analysis	(3)
CMNS 302 – Communication in History	(3)
CMNS 401 – Cultural Policy in Canada	(3)
ANTH 362 – First Peoples of Canada	(3)

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or	
INST 369 – Indigenous Peoples in Canada Since 1830	

Elective courses

Select 18 credits from the following list:

*Note: Students may use any **CMNS** course to meet the 18 credits required in this area.

All CMNS courses	
POEC 302 – Theories and Approaches to Political Economy	(3)
POEC 393 – Canada and the Global Political Economy	(3)
POLI 309 – Canadian Government and Politics	(3)
SOCI 435 – Theories of Social Change	(3)
GOVN/LGST/CRJS 377 – Issues in Access to Information and Privacy Protection	(3)

Options

(18 credits)

18 credits from any **discipline***

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* Students whose ELA results recommend preparatory skill development via ENGL 155, ENGL 177, or PHIL 152, may count one of these 3-credit 100-level courses towards the Option requirement.

Note: Courses that are cross-listed with courses on the major or elective list will meet the requirements. Students are advised to plan their program of study carefully using a program planner, and to consult with **Advising Services** to ensure that they meet all of the degree requirements.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

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and the online version, the online Calendar will be binding.

Bachelor of Professional Arts, Criminal Justice Major

Regulations effective Sep. 1, 2024.

The Bachelor of Professional Arts program is a four-year program designed for students who have completed a two- or three-year diploma or 60-credit equivalent from an Athabasca University approved university, college, institute of technology, or other organization approved for transfer credit. Some students may qualify to earn additional credits through prior learning assessment.

If you have any questions, please contact **Advising Services** .

Criminal Justice Major

The Bachelor of Professional Arts, Criminal Justice Major (BPA-CRJS) is offered by Athabasca University's **Faculty of Humanities and Social Sciences** . Sixty credits are required for degree completion beyond the Athabasca University (AU) approved two-year college diploma (or 60 credit equivalent) that students

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enter the program with. The BPA-CRJS provides students with broad-based learning within the social sciences through emphasis on the legal, political, and social factors shaping criminal justice in Canada.

Planning your program

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment routes

- Post-Diploma (PD) Transfer
- University Transfer
- Prior Learning

Enrolment requirements

Full enrolment into the Criminal Justice major requires 60 credits. The BPA, Criminal Justice Major is available to:

- graduates of a two- or three-year diploma (60-90 credits), two 30-credit certificate programs, or one 30-credit certificate and 30 transferable credits;
- graduates of an undergraduate university degree in a non-related field;

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- applicants with a minimum of 60 credits of university-level coursework;
- applicants with a minimum of 60 AU Prior Learning Assessment and Recognition (PLAR) credits; or,
- applicants with a combination of AU PLAR credits combined with university-level course credits to reach at least 60 credits.

Coursework and credentials must have been obtained from a university, college, institute of technology, or other organization, approved by Athabasca University. Individuals who have questions about the eligibility of their previous education for enrolment are strongly encouraged to contact **Advising Services** .

Pre-enrolment status

Applicants are granted pre-enrolment status if they have 6 or more credits, but less than the 60 credits required for enrolment. They can complete the remaining credits at AU for full enrolment.

Note: Those in the pre-enrolment category might consider completing an AU certificate or diploma credential that serves as a building block toward the degree, such as the 30-credit certificates or a diploma such as the 60-credit **University Diploma in Arts**. The courses within the 30-credit **University Certificate in Public Administration** (UC-PADM), for example, can be applied to both enrolment and to satisfy BPA major requirements, however, credits can only be used once. Contact **Advising Services** for more information about how you can earn the UC-PADM credential to fulfill major requirements, or to satisfy both entry and major requirements.

English language assessment

In addition to meeting the stated enrolment requirements, applicants must also complete AU's **English Language Assessment** (ELA) prior to being enrolled in the program. Based upon the applicant's ELA results, a

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recommendation will be made as to which writing skills' course is appropriate. Those applicants whose ELA suggests they would benefit from skill building courses at the 100-level will be allowed to register in **ENGL 155** : Developing Writing Skills; **ENGL 177** : English for Academic Purposes; or **PHIL 152** : Basics in Critical Thinking, Reading and Writing. The 100-level skill building course can be counted as a Junior Option in the Major.

Program requirements

Students must complete the regulations that are in effect at the time they enrol in the program.

Students are strongly encouraged to register in their English courses early in their program.

Prior Learning Assessment and Recognition

Some students may qualify for:

1. a maximum of 60 credits of **Prior Learning Assessment and Recognition (PLAR)** towards entry to this program;
2. a maximum of 30 credits towards senior credit once they are accepted into the program; or,
3. a combination of PLAR credits applied to entry and the remaining credits in the program.

Applicants with less than 30 credits who wish to use PLAR for

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program entry must first receive approval from the BPA-CRJS program coordinator. These applicants then will be conditionally enrolled after completion of **LGST 230**: The Canadian Legal System and **GOVN 390**: Public Policy and Administrative Governance. Applicants who seek PLAR credits for enrolment who already have 6 or more transferable credits can also be conditionally enrolled in the BPA-CRJS. However, they can only commence the PLAR process after they have completed LGST 230 and GOVN 390.

To learn more about PLAR opportunities within the Criminal Justice program, please contact the CRJS **program coordinator** or the **Centre for Learning Accreditation**.

Program structure

Total credits in the program	120
Enrolment requirement	60

Minimum credits required beyond the college diploma

Common Core credits	12
Major and elective and/or option credits	48

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Total	60
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Within the degree students are required to earn for degree completion

Minimum credits required at the senior (300/400) level	48
Minimum credits required at the 400 level	18
Maximum credits allowed at junior (200) level*	12
*see English Language Assessment section; this could include an ELA recommended 100-level writing skills course.	

Common core

(12 credits)

All BPA programs require students to take a common core of courses which

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can be taken at any time. Students are encouraged, however, to complete the common core courses early in their program. The common core addresses skills and knowledge that will help students succeed with the remaining degree requirements. When choosing courses in the common core please consult **Advising Services** .

1. Take one of the following writing skills courses:	
ENGL 255 **Introductory Composition** **or** PHIL 252 **Critical Thinking**	(3)
NOTE: Students who have taken a course deemed equivalent to one of these courses must take the other course. All students are strongly encouraged to complete their writing skills course(s) early in their programs.	
2. Take one of the following Indigenous cultural competency courses:	
INST 203 **Indigenous Studies I** **or** INST 205 **Indigenous Studies II**	(3)
NOTE: Students who have taken a course deemed equivalent to one of these courses must take the other course.	
3. A senior (300/400) level professional ethics course, such as:	
CMNS 455 **Media Ethics** **or**	

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PHIL 333 **Professional Ethics** **or** PHIL 334 **Professional Ethics in Heritage Resources Management** **or** PHIL 335 **Biomedical Ethics** **or** PHIL 337 **Business Ethics** **or** PHIL 371 **Ethics, Science, Technology, and the Environment**	(3)
4. A research methods course, such as:	
SOSC 366 **Research Methods in the Social Sciences** **or** ANTH 390 **Community-Based Research Methods**	(3)

Criminal Justice Major – specific requirements

Common Core credits	12
Major Courses credits	39
Options credits	9

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Minimum CRJS credits allowed	18
Minimum credits required at the 400 level	18
Maximum credits allowed at the 200 level (which may include 3 credits at the 100 level if recommended by the ELA. See English Language Assessment section above).	12
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition** (PLAR) credits	***see Prior Learning above**

Major courses

(39 credits)

All **CRJS** courses	24 credits
Any Statistics course, such as:	

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CMNS 308 – Understanding Statistical Evidence	
or	(3)
SOCI 301 – Social Statistics	
SOCI 305 – Sociology and Crime	
or	(3)
SOCI 365 – Sociology of Deviance	
Any Indigenous justice course, such as:	
INST 348 – Aboriginal Justice in Canada	(3)
WGST 422 – Violence Against Women in a Global Perspective	
or	
LBST 415 – Sex Work and Sex Workers	
or	(3)
WGST 322 – Sexuality in Society	
or	

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LGST 390 – Women, Equality, and the Law	
LGST 482 – Jurisprudence	(3)
or	
GOVN 390 – Public Policy and Administrative Governance	
or	
HSRV 322 – Ideology and Policy Evolution	

Options

(9 credits)

9 credits from any **discipline***

* Students whose ELA results recommend preparatory skill development via ENGL 155, ENGL 177, or PHIL 152, may count one of these 3-credit 100-level courses towards the Option requirement.

Note: Courses that are cross-listed with courses on the major or elective list will meet the requirements. Students are advised to plan their program of study carefully using a program planner, and to consult with **Advising Services** to ensure that they meet all of the degree requirements.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Bachelor of Professional Arts, Governance, Law, and Management Major

Regulations effective Sep. 1, 2024.

The Bachelor of Professional Arts program is a four-year program designed for students who have completed a two- or three-year diploma or 60-credit equivalent from an Athabasca University approved university, college, institute of technology, or other organization approved for transfer credit. Some students may qualify to earn additional credits through prior learning assessment.

If you have any questions, please contact **Advising Services** .

Governance, Law, and Management Major

The Bachelor of Professional Arts, Governance, Law, and Management (BPA-GLM) major is offered by Athabasca University's **Faculty of Humanities and**

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Social Sciences . Sixty credits are required for degree completion beyond the Athabasca University (AU) approved two-year college diploma (or 60 credit equivalent) that students enter the program with. The BPA-GLM provides students with the requisite knowledge and practical know-how needed by professional for good governance and the successful management or organizational change, particularly the increasing shift of knowledge-based society to e-governance in a globalized world.

Planning your program

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment routes

- Post-Diploma (PD) Transfer
- University Transfer
- Prior Learning

Enrolment requirements

Full enrolment into the Governance, Law, and Management major requires 60 credits. The BPA, Governance, Law, and Management major is available to:

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- graduates of a two- or three-year diploma (60-90 credits), two 30-credit certificate programs, or one 30-credit certificate and 30 transferable credits;
- graduates of an undergraduate university degree in a non-related field;
- applicants with a minimum of 60 credits of university-level coursework;
- applicants with a minimum of 60 AU Prior Learning Assessment and Recognition (PLAR) credits; or,
- applicants with a combination of AU PLAR credits combined with university-level course credits to reach at least 60 credits.

Coursework and credentials must have been obtained from a university, college, institute of technology, or other organization, approved by Athabasca University. Individuals who have questions about the eligibility of their previous education for enrolment are strongly encouraged to contact **Advising Services** .

Pre-enrolment status

Applicants are granted pre-enrolment status if they have 6 or more credits, but less than the 60 credits required for enrolment. They can complete the remaining credits at AU for full enrolment.

Note: Those in the pre-enrolment category might consider completing an AU certificate or diploma credential that serves as a building block toward the degree, such as the 30-credit certificates or a diploma such as the 60-credit **University Diploma in Arts**. The courses within the 30-credit **University Certificate in Public Administration** (UC-PADM), for example, can be applied to both enrolment and to satisfy BPA major requirements, however, credits can only be used once. Contact **Advising Services** for more information about how you can earn the UC-PADM credential to fulfill major requirements, or to satisfy both entry and major requirements.

English language assessment

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In addition to meeting the stated enrolment requirements, applicants must also complete AU's **English Language Assessment** (ELA) prior to being enrolled in the program. Based upon the applicant's ELA results, a recommendation will be made as to which writing skills' course is appropriate. Those applicants whose ELA suggests they would benefit from skill building courses at the 100-level will be allowed to register in **ENGL 155**: Developing Writing Skills; **ENGL 177**: English for Academic Purposes; or **PHIL 152**: Basics in Critical Thinking, Reading and Writing. The 100-level skill building course can be counted as a Junior Option in the Major.

Program requirements

Students must complete the regulations that are in effect at the time they enrol in the program.

Students are strongly encouraged to register in their English courses early in their program.

Prior Learning Assessment and Recognition

Some students may qualify for:

1. a maximum of 60 credits of **Prior Learning Assessment and Recognition (PLAR)** towards entry to this program;
2. a maximum of 30 credits towards senior credit once they are accepted into the program; or,
3. a combination of PLAR credits applied to entry and the

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remaining credits in the program.

Applicants with less than 30 credits who wish to use PLAR for program entry must first receive approval from the BPA-GLM program coordinator. These applicants then will be conditionally enrolled after completion of **ADMN 232** : Introduction to Management and **GOVN 301** : Governance, Public Sector, and Corporate Power. Applicants who seek PLAR credits for enrolment who already have 6 or more transferable credits can also be conditionally enrolled in the BPA-GLM. However, they can only commence the PLAR process after they have completed ADMN 232 and GOVN 301.

To learn more about PLAR opportunities within the Governance, Law, and Management program, please contact the GLM **program coordinator** or the **Centre for Learning Accreditation** .

Program structure

Total credits in the program	120
Enrolment requirement	60

Minimum credits required beyond the college diploma

Common Core credits	12

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Major and elective and/or option credits	48
Total	60
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Within the degree students are required to earn for degree completion

Minimum credits required at the senior (300/400) level	48
Minimum credits required at the 400 level	18
Maximum credits allowed at junior (200) level*	12
*see English Language Assessment section; this could include an ELA recommended 100-level writing skills course.	

Common core

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(12 credits)

All BPA programs require students to take a common core of courses which can be taken at any time. Students are encouraged, however, to complete the common core courses early in their program. The common core addresses skills and knowledge that will help students succeed with the remaining degree requirements. When choosing courses in the common core please consult **Advising Services** .

1. Take one of the following writing skills courses:	
ENGL 255 **Introductory Composition** **or** PHIL 252 **Critical Thinking**	(3)
NOTE: Students who have taken a course deemed equivalent to one of these courses must take the other course. All students are strongly encouraged to complete their writing skills course(s) early in their programs.	
2. Take one of the following Indigenous cultural competency courses:	
INST 203 **Indigenous Studies I** **or** INST 205 **Indigenous Studies II**	(3)
NOTE: Students who have taken a course deemed equivalent to one of these courses must take the other course.	
3. A senior (300/400) level professional ethics course, such as:	

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CMNS 455 **Media Ethics** **or** PHIL 333 **Professional Ethics** **or** PHIL 334 **Professional Ethics in Heritage Resources Management** **or** PHIL 335 **Biomedical Ethics** **or** PHIL 337 **Business Ethics** **or** PHIL 371 **Ethics, Science, Technology, and the Environment**	(3)
4. A research methods course, such as:	
SOSC 366 **Research Methods in the Social Sciences** **or** ANTH 390 **Community-Based Research Methods**	(3)

Governance, Law, and Management – specific requirements

Common Core credits	12
Major Courses credits	36

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Minimum Governance (GOVN) credits	18
Options credits	12
Minimum credits required at the 400 level	18
Maximum credits allowed at the 200 level (which may include 3 credits at the 100 level if recommended by the ELA. See English Language Assessment section above).	12
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition** (PLAR) credits	***see Prior Learning above**

Major courses

(36 credits)

A total of 36 credits must be taken as noted in the following seven groups of major required courses (a course cannot be used to fill more than one group requirement):

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Group 1: Governance

(6 credits)

Must include:	
GOVN/POLI 301 – Governance, the Public Sector, and Corporate Power	(3)
And one of:	
All **GOVN** courses	

Group 2: Indigenous Cultural Competency

(3 credits from the following list)

ANTH 362 – First Peoples of Canada	(3)
POLI 311 – Aboriginal Politics and Governance	(3)
All **INST** courses	

Group 3: Women-Focused or Gender Studies

(3 credits from the following list)

ANTH 375 – The Anthropology of Gender	(3)

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HSRV 470 – Advocacy from the Margins	(3)
LGST 390 – Women, Equality, and the Law	(3)
POLI 350 – Women in Politics	(3)
All **WGST** courses	

Group 4: Political Studies

(6 credits from the following list)

GLST 205 – Building Blocks of Global Studies: Overview of Approaches, Concepts, and Issues	(3)
GLST/ENVS 243 – Environmental Change in a Global Context	(3)
All **PHIL** courses	
All **POEC** courses	
All **POLI** courses	
SOCI 381 – The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)

Group 5: Legal Studies

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(6 credits from the following list)

CMNS 311 – Mass Media and the Law	(3)
CRJS 370 – Youth Justice	(3)
ENVS 305 – Environmental Impact Assessment	(3)
GOVN/LGST/CJRS 377 – Issues in Access to Information and Privacy Protection	(3)
GOVN/GLST/POLI 440 – Global Governance and Law	(3)
All **LGST** courses	

Group 6: Policy and Management

(6 credits from the following list)

CMNS 308 – Understanding Statistical Evidence	(3)
or	
SOCI 301 – Social Statistics	
GOVN 380/HSRV 363 – Nonprofit and Voluntary Sector Governance	(3)

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GOVN 390/POLI 392 – Public Policy and Administrative Governance	(3)
GOVN/POLI 403 – Public Policy in a Global Era	
GOVN/POLI 405 – Innovative Public Management	(3)
GOVN/GLST 450 – Public Budgeting and Financial Management in a Globalized World	(3)
HSRV 322 – Ideology and Policy Evolution	(3)

Group 7: People and Management

(6 credits from the following list)

ENVS 435 – Transformative Change in Building Sustainable Communities	(3)
GOVN/HSRV/POLI 400 – Governance and Leadership	(3)
All **HRMT** courses	
All **IDRL** courses	
All **LBST** courses	

Options

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(12 credits)

12 credits from any **discipline** *

* Students whose ELA results recommend preparatory skill development via ENGL 155, ENGL 177, or PHIL 152, may count one of these 3-credit 100-level courses towards the Option requirement.

Students who wish to pursue employment in the federal civil service or foreign affairs are strongly encouraged to take French for their Option courses. Students interested in North American integration should take Spanish. Students interested in governance capacity building for First Nations communities should consider taking an Indigenous language course.

Note: Courses that are cross-listed with courses on the major or elective list will meet the requirements. Students are advised to plan their program of study carefully using a program planner, and to consult with **Advising Services** to ensure that they meet all of the degree requirements.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Professional Arts, Human Services Major

Regulations effective Sep. 1, 2024.

The Bachelor of Professional Arts program is a four-year program designed for students who have completed a two- or three-year diploma or 60-credit equivalent from an Athabasca University approved university, college, institute of technology, or other organization approved for transfer credit. Some students may qualify to earn additional credits through prior learning assessment.

If you have any questions, please contact **Advising Services** .

Human Services Major

Bachelor of Professional Arts, Human Services Major (BPA-HSRV) is offered by AU's Faculty of Humanities and Social Sciences. The program responds to the career and professional needs of practitioners in the human services sector, including: community development, counselling, education, child care services,

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health care services, intercultural relations, and social services. It provides students with broad-based and in-depth learning within the social sciences, emphasizing intercultural, legal, political and social factors shaping human services in Canada. The program complements the diploma programs offered at accredited colleges in Alberta and across Canada.

Planning your program

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Enrolment route

- Post-Diploma (PD) Transfer
- University Transfer
- Prior Learning

Enrolment requirements

Full enrolment into the Human Services Major requires 60 credits. The BPA Human Services Major is available to:

- graduates of a two- or three-year diploma (60-90 credits), two 30-credit certificate programs, or one 30-credit certificate and 30 transferable credits;

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- graduates of an undergraduate university degree in a non-related field;
- applicants with a minimum of 60 credits of university-level coursework;
- applicants with a minimum of 60 AU Prior Learning Assessment and Recognition (PLAR) credits; or,
- applicants with a combination of PLAR credits combined with university-level course credits to reach at least 60 credits.

Coursework and credentials must have been obtained from a university, college, institute of technology, or other organization, approved by Athabasca University. Individuals who have questions about the eligibility of their previous education for enrolment are strongly encouraged to contact **Advising Services** .

Pre-enrolment status

Applicants are granted pre-enrolment status if they have 6 or more credits, but less than the 60 credits required for enrolment. They can complete the remaining credits at AU for full enrolment.

Note: Those in the pre-enrolment category might consider completing an AU certificate or diploma credential that serves as a building block toward the degree, such as the 30-credit certificates or a diploma such as the 60-credit **University Diploma in Arts**. The courses within the 30-credit **University Certificate in Public Administration** (UC-PADM), for example, can be applied to both enrolment and to satisfy BPA major requirements, however, credits can only be used once. Contact **Advising Services** for more information about how you can earn the UC-PADM credential to fulfill major requirements, or to satisfy both entry and major requirements.

English language assessment

In addition to meeting the stated enrolment requirements, applicants must

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also complete AU's **English Language Assessment** (ELA) prior to being enrolled in the program. Based upon the applicant's ELA results, a recommendation will be made as to which writing skills' course is appropriate. Those applicants whose ELA suggests they would benefit from skill building courses at the 100-level will be allowed to register in **ENGL 155**: Developing Writing Skills; **ENGL 177**: English for Academic Purposes; or **PHIL 152**: Basics in Critical Thinking, Reading and Writing. The 100-level skill building course can be counted as a Junior Option in the Major.

Program requirements

Students must complete the regulations that are in effect at the time they enrol in the program.

Students are strongly encouraged to register in their English courses early in their program.

Prior Learning Assessment and Recognition

Some students may qualify for:

1. a maximum of 60 credits of **Prior Learning Assessment and Recognition (PLAR)** towards entry to this program;
2. a maximum of 30 credits towards senior credit once they are accepted into the program; or,
3. a combination of PLAR credits applied to entry and the remaining credits in the program.

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Applicants with less than 30 credits who wish to use PLAR for program entry must first receive approval from the BPA-HSRV program coordinator. These applicants then will be conditionally enrolled after completion of **HSRV 201** : Social Work and Human Services and **HSRV 306** : Critical Reflection for Practice. Applicants who seek PLAR credits for enrolment who already have 6 or more transferable credits also can be conditionally enrolled to the BPA-HSRV. However, they can only commence the PLAR process after they have completed HSRV 201 and HSRV 306.

To learn more about PLAR opportunities within the Human Services program, please contact the HSRV **program coordinator** or the **Centre for Learning Accreditation** .

Program structure

Total credits in the program	120
Enrolment requirement	60

Minimum credits required beyond the college diploma

Common Core credits	12
Major and elective and/or option credits	48

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Total	60
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Within the degree students are required to earn for degree completion

Minimum credits required at the senior (300/400) level	48
Minimum credits required at the 400 level	18
Maximum credits allowed at junior (200) level*	12
*see English Language Assessment section; this could include an ELA recommended 100-level writing skills course.	

Common core

(12 credits)

All BPA programs require students to take a common core of courses which can be taken at any time. Students are encouraged, however, to complete the

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common core courses early in their program. The common core addresses skills and knowledge that will help students succeed with the remaining degree requirements. When choosing courses in the common core please consult **Advising Services** .

1. Take one of the following writing skills courses:	
ENGL 255 **Introductory Composition** **or** PHIL 252 **Critical Thinking**	(3)
NOTE: Students who have taken a course deemed equivalent to one of these courses must take the other course. All students are strongly encouraged to complete their writing skills course(s) early in their programs.	
2. Take one of the following Indigenous cultural competency courses:	
INST 203 **Indigenous Studies I** **or** INST 205 **Indigenous Studies II**	(3)
NOTE: Students who have taken a course deemed equivalent to one of these courses must take the other course.	
3. A senior (300/400) level professional ethics course, such as:	
CMNS 455 **Media Ethics** **or** PHIL 333 **Professional Ethics**	

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or PHIL 334 **Professional Ethics in Heritage Resources Management** **or** PHIL 335 **Biomedical Ethics** **or** PHIL 337 **Business Ethics** **or** PHIL 371 **Ethics, Science, Technology, and the Environment**	(3)
4. A research methods course, such as:	
SOSC 366 **Research Methods in the Social Sciences** **or** ANTH 390 **Community-Based Research Methods**	(3)

Human Services – specific requirements

Note that **HSRV 489** : Capstone: A Synthesis of Program Learning Outcomes may only be taken at the end of the program. All HSRV major required courses are prerequisites, therefore may not be taken concurrently with HSRV 489. A maximum of three, 3-credit option/elective courses may be taken concurrently with HRSV 489 (12 credits in total) as the final courses to complete the degree.

Common Core credits	12
Major Courses credits (made up of Required Major Courses	

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and Electives)	33
Required Major Course credits	18
Elective credits	15
Options credits	15
Minimum HSRV credits allowed, of which 9 must be at the 400 level (HSRV 489 fulfills 3 of these credits)	18
Minimum credits required at the 400 level	18
Maximum credits allowed at the 200 level (which may include 3 credits at the 100 level if recommended by the ELA. See English Language Assessment section above).	12
Maximum credits allowed in Business and Administrative Studies courses	15
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum **Prior Learning Assessment and Recognition** (PLAR) credits	***see Prior Learning**

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	above

Major courses (33 credits)

Required major courses

(18 credits)

HSRV 201 – Social Work and Human Services	(3)
HSRV 306 – Critical Reflection for Practice	(3)
HSRV 311 – Social Justice in Action	(3)
HSRV 322 – Ideology and Policy Evolution	(3)
All **INST** courses	
HSRV 489* – Capstone: A Synthesis of Program Learning Outcomes Taken at the end of the HSRV degree studies, after all other courses in the BPA-HSRV major degree have been completed. All HSRV major required courses are prerequisites, therefore may not be taken concurrently with HSRV 489. A maximum of three other 3-credit option/elective courses may be taken concurrently with HSRV 489 as the final courses to complete the degree.*Professor approval required.	(3)

Elective courses

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Select 15 credits from the following list:

Note: Courses that are cross-listed with courses on this list will meet the elective requirements.

All **ANTH** courses	
All **CMNS** courses	
All **CRJS** courses	
All **EDPY** courses	
All **EDUC** courses	
All **GLST** courses	
All **GOVN** courses	
All **HADM** courses	
All **HSRV** courses	
All **INST** courses	
All **IDRL** * courses	
All **LGST** courses	

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All **ORGB** * courses	
All **POEC** courses	
All **POLI** courses	
All **PSYC** courses	
All **SOSC** courses	
All **SOCI** courses	
All **WGST** courses	
* Courses in Industrial Relations and Organizational Behaviour may not exceed 15 credits in this degree. (See Program Structure, maximum in Business and Administrative Studies)	

Options

(15 credits)

15 credits from any **discipline** *

* Students whose ELA results recommend preparatory skill development via ENGL 155, ENGL 177, or PHIL 152, may count these 3-credit 100-level courses towards the Option requirement.

Note: Please ensure your course selection meets the general degree requirements, especially the requirements of completing 18 credits at the 400 level and 18 credits in Human Services.

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Students are advised to plan their program of study carefully using a program planner, and to consult with **Advising Services** to ensure that they meet all of the degree requirements.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated March 03, 2025 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Science degrees

When you are ready to enrol in a program, complete and submit the **Undergraduate General Application Form** to Athabasca University.

- Bachelor of Science in Architecture
- Bachelor of Science (Post Diploma) in Architecture
- Bachelor of Science, General Degree
- Bachelor of Science (Post Diploma) General

Science majors

- Bachelor of Science, Applied Mathematics Major
- Bachelor of Science, Computing and Information Systems Major
- Bachelor of Science, Biological Sciences Major
- Bachelor of Science (Post Diploma) Applied Mathematics Major
- Bachelor of Science (Post Diploma) Computing and Information Systems Major
- Bachelor of Science (Post Diploma) Biological Sciences Major

Science minors (can only be taken with a science major)

- Bachelor of Science, Minor in Applied Math

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- Bachelor of Science, Minor in Architecture
- Bachelor of Science, Minor in Artificial Intelligence and Machine Learning
- Bachelor of Science, Minor in Biology
- Bachelor of Science, Minor in Business Administration
- Bachelor of Science, Minor in Computing
- Bachelor of Science, Minor in Finance Management
- Bachelor of Science, Minor in Game Design and Development
- Bachelor of Science, Minor in Game Programming
- Bachelor of Science, Minor in Geoscience
- Bachelor of Science, Minor in Human Science
- Bachelor of Science, Minor in Information Systems Management
- Bachelor of Science, Minor in Information Systems
- Bachelor of Science, Minor in Learning Technology
- Bachelor of Science, Minor in Physical Sciences
- Bachelor of Science, Minor in Psychology
- Bachelor of Science, Minor in Web Development

Updated February 13, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science in Architecture

Regulations effective Sep. 1, 2024.

Athabasca University and Architecture Canada, Royal Architecture Institute of Canada (RAIC), have formed a partnership dedicated to offering a high quality online architecture program. This is Canada's first online architecture program and it is a component of the renewal of the RAIC Syllabus which constitutes an alternative path to professional licensure as an architect in Canada. The RAIC Syllabus consists of studio, work experience and academic components taken while working under the supervision of a licensed Canadian architect.

The academic components of the Syllabus program are shared between first, a Bachelor of Science in Architecture (BSc Arch) and second, a Graduate Diploma in Architecture (GDA). Together, the studio and work experience (offered by RAIC) and the academic components (offered by Athabasca University) fulfill the requirements of the RAIC Syllabus Professional Diploma in Architecture.

The BSc Arch program, which has a strong focus on environmental and community sustainability, will also be beneficial for public and private careers in urban and construction planning and design, as well as studies of the built environment.

The BSc Arch program has open admission, however students who have an approved diploma or credentials in architecture may apply for the **Post**

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Diploma route and will be awarded 30 credits towards the Bachelor of Science (Post Diploma) Architecture Major. Students may receive additional credits pending review of course content completed through the diploma program.

The Bachelor of Science in Architecture (BSc Arch) program at Athabasca University provides a new way to study architecture and it is designed for the adult learner who wishes to earn a quality university education regardless of age, gender, culture, ability or disability, geographic location, career and family commitments.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Students with a recognized degree

Students who hold a recognized first degree, outside of the field of Architecture, and who are interested on the BSc Arch program and/or courses, have two options:

1. Register as a non-program student and take courses of interest to them.
2. Enrol in the BSc Arch program at which time those students with an existing undergraduate degree will be admitted to the second undergraduate degree. These students' previous courses can be considered for credit up to 50 per cent of their AU degree requirements. The second degree must include 60 credits that were not part of the first degree, at least 30 of which must be completed at AU. Preparatory (100

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level) courses cannot be used to fulfill the requirements of a second undergraduate degree.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Students are strongly encouraged to register in ENGL 255 early in their program.

English writing skills requirement

The English Writing Skills Requirement (ENGL 255) will be waived (students must replace the three credits to satisfy the credit requirement) if you satisfy one of the following:

- have a grade of B- (70 per cent) or better in an AU English course above the preparatory (100) level;
- or received transfer credit for a university-level English course in which a grade of B- or better was achieved.

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Program structure

Total credits in the program	120
Minimum Senior level (300/400) credits required	75
Science and Arts breadth and senior-level requirements are fulfilled by a combination of specific Science, Arts, and Architecture courses (many of which are disciplinary in nature and cover both requirements). As a result, the BSc Arch requirements replace the breadth and depth of the BSc requirement.	
Residency Requirement. A minimum of 30 credits at the senior (300/400) level must be obtained through AU.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through AU in order to be considered.	24
Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	30

Core course requirements

(39 credits)

Note: To better meet Architecture needs, a few requirements vary from the general BSc requirements and are replaced with similar, discipline-related courses.

Students in the BSc, Architecture Major must complete the following core

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course requirements as they are specific to this major.

A total of 18 credits from:

APST 230 – Materials, Properties and Applications	(3)
PHYS 200 – Introductory Physics I	(3)
PHYS 201 – Introductory Physics II	(3)
or	
PHYS 202 – Introductory Physics III	
APST 240 – Introduction to Structures	(3)
APST 340 – Advanced Structures	(3)
APST 350 – Applied Architectural Sciences	(3)

6 credits in mathematics from:

MATH 209 – Finite Math	(3)
MATH 215 – Introduction to Statistics	(3)
or	

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MATH 216 – Computer-Orientated Approach to Statistics	

Computing course:

COMP 210 – Introduction to Information Systems and Computer Applications	(3)

The following courses:

PHIL 252 – Critical Thinking	(3)
PHIL 333 – Professional Ethics	(3)
or	
PHIL 371 – Ethics in Science and Technology	
PSYC 432 – Psychology and the Built Environment	(3)
ENGL 255 – Introductory Composition (see English Writing Skills Requirement above)	(3)

Architectural Major courses (75 credits)

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Design Workshop courses

(36 credits)

Note The courses below with "RAIC" course codes are offered to Syllabus students through RAIC.

ADST 200 – Foundations of Design I and ADST 205 – Foundations of Design II	(6)
or	
RAIC 200 – Foundations of Design (6 credit course)	
ADST 300 – Foundations of Architectural Design: Elements	(6)
or	
RAIC 300 – Foundations of Architectural Design – Elements	
ADST 350 – Foundations of Architectural Design: Simple Habitat	(6)
or	
RAIC 350 – Foundations of Architectural Design – Simple Habitat	
ADST 400 – Foundations of Architectural Design – Collective Habitat	

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or	(6)
RAIC 400 – Foundations of Architectural Design – Collective Habitat	
ADST 450 – Architectural Design: Cultural, Recreational and Institutional	(6)
or	
RAIC 450 – Architectural Design – Cultural, Recreational and Institutional	
ADST 490 – Architectural Design, Workplace	(6)
or	
RAIC 490 – Architectural Design, Workplace	

Applied Communication courses

(9 credits)

APST 215 – Introduction to Graphic Representation	(3)
APST 220 – 3D Modelling, Digital Representation and Presentation	(3)

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APST 255 – Computer Aided Design	(3)

Architectural Theory

(15 credits)

ARCH 330 – Architectural Design Theory Fundamentals	(3)
ARCH 340 – History and Theory of Modernism	(3)
ARCH 350 – Landscape	(3)
ARCH 400 – Urbanism	(3)
ARCH 420 – Contemporary Architectural Theory and Research	(3)

Architectural History

(9 credits)

ARCH 200 – History of Ideas in Architecture I	(3)
ARCH 300 – History of Ideas in Architecture II	(3)
ARCH 320 – History of Canadian Architecture	(3)

Advanced Architectural Technologies

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(6 credits)

APST 470 – Building Envelope and Assemblies	(3)
APST 480 – Mechanical Equipment of Buildings	(3)

Architectural elective courses

(6 credits)

Any 300 or 400 level **Science** courses	(3)
Any 300 or 400 level courses in: **ORGB** **and/or** **MKTG**	(3)

Specific program regulations

Given the professional nature of the BSc Architecture program, the following regulations supersede some of the general policies governing academic studies at Athabasca University:

1. Athabasca University will not grant transfer credit for science courses that were completed more than 10 years ago. Computer Science (**COMP**) and Computer Management Information Systems (**CMIS**) courses older than 5 years will be staledated if students are not currently working in the

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field of Architecture.

2. To be awarded a BSc Architecture degree, a minimum grade point average of 2.3 is required in all Athabasca University courses used towards the degree.
3. Upon graduation in the BSc Architecture degree students may subsequently complete the Graduate Diploma in Architecture in order to apply for the RAIC Professional Diploma in Architecture.

There are two ways to complete this degree:

General interest students

General interest students may complete the BSc Arch program. This approach does not involve a work/study component and can lead to licensing through the more traditional route of a Masters of Architecture (from another university) and internship.

Both the academic courses and the studios within this route will be completed online although there may be some face-to-face immersive studios as well.

The BSc Arch by itself can also lead to a variety of design careers.

RAIC Syllabus program

Students may also complete the BSc Arch as part of the RAIC Syllabus program which is a work/study program that can provide an alternative pathway to licensing as an architect in Canada.

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Students who are interested in this route of the BSc Arch program should first register with the RAIC to ensure they qualify for professional certification at the end of the program. In the Syllabus, students will complete 9800 hours of work experience while taking academic courses and design studios. The design studios are run by the RAIC in major cities across Canada and are face-to-face rather than virtual. The academic courses are run by Athabasca University and are online. The RAIC also supervises the work experience component.

The terminal credential in this program is the RAIC Syllabus Diploma. There are two routes to this diploma.

1. **The Degree Route:** Beginning in July 2014, students may choose to complete the BSc Arch, the Graduate Diploma in Architecture (GDA) and 9800 hours of work experience under the supervision of a licensed Canadian architect.
2. **The Existing Route:** Students may also choose to only complete the courses and studios required by Part I, II and III and 9800 hours of work experience under the supervision of a licensed Canadian architect. There are fewer courses in this route but students do not earn the BSc Arch or GDA.

In both cases successful students will receive the RAIC Syllabus Diploma and may then apply for individual certification by the Canadian Architectural Certification Board (CACB). This, in turn, will make a student eligible to apply for membership with a provincial architectural association – although students may be required to complete exams and additional internship hours.

You will find the Syllabus Diploma application steps listed at the following link: **https://www.raic-syllabus.ca/application**

For further information pertaining to the Syllabus Diploma

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registrations please contact the Syllabus Assistant Registrar at 613-241-3600, ext. 204

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Bachelor of Science in Architecture (Post Diploma)

Regulations effective Sep. 1, 2024.

Athabasca University and Architecture Canada, Royal Architecture Institute of Canada (RAIC), have formed a partnership dedicated to offering a high quality online architecture program. This is Canada's first online architecture program and it is a component of the renewal of the RAIC Syllabus which constitutes an alternative path to professional licensure as an architect in Canada. The RAIC Syllabus consists of studio, work experience and academic components taken while working under the supervision of a licensed Canadian architect.

The academic components of the Syllabus program are shared between first, a Bachelor of Science in Architecture (BSc Arch) and second, a Graduate Diploma in Architecture (GDA). Together, the studio and work experience (offered by RAIC) and the academic components (offered by Athabasca University) fulfill the requirements of the RAIC Syllabus Professional Diploma in Architecture.

The BSc Arch program, which has a strong focus on environmental and community sustainability, will also be beneficial for public and private careers in urban and construction planning and design, as well as studies of the built environment.

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The BSc Arch program has open admission, however students who have an approved diploma or credentials in architecture may apply for the Post Diploma route and will be awarded 30 credits towards the BSc Architecture (PD). Students may receive additional credits pending review of course content completed through the diploma program.

The Bachelor of Science in Architecture (BSc Arch) program at Athabasca University provides a new way to study architecture and it is designed for the adult learner who wishes to earn a quality university education regardless of age, gender, culture, ability or disability, geographic location, career and family commitments.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Students are strongly encouraged to register in **APST 215: Introduction to Graphic Representation** early in their program.

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Program structure

Total credits in the program	120
College diploma receives	30
Residency Requirement. A minimum of 30 credits at the senior (300/400) level must be obtained through AU.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through AU in order to be considered.	24
Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	30

Minimum credits required beyond the college diploma

(90 credits)

Core course requirements	30
Science and Arts breadth and senior-level requirements are fulfilled by a combination of specific Science, Arts, and Architecture courses (many of which are disciplinary in nature and cover both requirements). As a result, the BSc Arch requirements replace the breadth and depth of the BSc requirement.	

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Required Core Credits	30
Architecture Major Credits	60
Within those 90 credits:	
Required senior (300/400) level credits	60

Maximum credits allowed

In junior (200) level credit courses	30
Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	30

Core course requirements

(30 credits)

Note: To better meet Architecture needs, a few requirements vary from the general BSc requirements and are replaced with similar, discipline-related courses.

A total of 18 credits from:

APST 215 – Introduction to Graphic Representation	(3)
APST 220 – 3D Modelling, Digital Representation and Presentation	(3)

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APST 230 – Materials, Properties and Applications	(3)
PHYS 200 – Introductory Physics I	(3)
PHYS 201 – Introductory Physics II	(3)
or	
PHYS 202 – Introductory Physics III	
APST 340 – Advanced Structures	(3)

3 credits in mathematics from:

MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-Orientated Approach to Statistics	

The following courses:

PHIL 252 – Critical Thinking	(3)
PHIL 333 – Professional Ethics	(3)
or	

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PHIL 371 – Ethics in Science and Technology	
PSYC 432 – Psychology and the Built Environment	(3)

Architectural Major courses (60 credits)

Design Workshop courses

(30 credits)

Note: the courses below with "RAIC" course codes are offered to syllabus students through RAIC.

ADST 200 – Foundations of Design I **and** ADST 205 – Foundations of Design II	(6)
or	
RAIC 200 – Foundations of Design (6 credits)	
ADST 350 – Foundations of Architectural Design: Simple Habitat	(6)
or	

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RAIC 350 – Foundations of Architectural Design – Simple Habitat	
ADST 400 – Foundations of Architectural Design – Collective Habitat	(6)
or	
RAIC 400 – Foundations of Architectural Design – Collective Habitat	
ADST 450 – Architectural Design – Cultural, Recreational and Institutional	(6)
or	
RAIC 450 – Architectural Design – Cultural, Recreational and Institutional	
ADST 490 – Architectural Design, Workplace	(6)
or	
RAIC 490 – Architectural Design, Workplace	

Architectural Theory

(15 credits)

ARCH 330 – Architectural Design Theory Fundamentals	(3)

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ARCH 340 – History and Theory of Modernism	(3)
ARCH 350 – Landscape	(3)
ARCH 400 – Urbanism	(3)
ARCH 420 – Contemporary Architectural Theory and Research	(3)

Architectural History

(9 credits)

ARCH 200 – History of Ideas in Architecture I	(3)
ARCH 300 – History of Ideas in Architecture II	(3)
ARCH 320 – History of Canadian Architecture	(3)

Advanced Architectural Technologies

(6 credits)

APST 470 – Building Envelope and Assemblies	(3)
APST 480 – Mechanical Equipment of Buildings	(3)

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Specific program regulations

Given the professional nature of the BSc in Architecture program, the following regulations supersede some of the general policies governing academic studies at Athabasca University:

1. Athabasca University will not grant transfer credit for science courses that were completed more than 10 years ago. Computer Science (**COMP**) and Computer Management Information Systems (**CMIS**) courses older than 5 years will be staledated if students are not currently working in the field of Architecture.
2. Student who hold an approved college or technical institute architecture diploma that is more than five years old, but who can supply evidence of employment indicating that they are currently in architecture, will gain admission to this degree program. A letter of reference from an immediate supervisor may be submitted as proof of employment.
3. To be awarded a BSc in Architecture degree, a minimum grade point average of 2.3 is required in all Athabasca University courses used towards the degree. Students unable to obtain the required GPA will be requested to re-register in courses.
4. Upon graduation in the BSc in Architecture degree students may subsequently complete the Graduate Diploma in Architecture in order to apply for the RAIC Professional Diploma in Architecture.

There are two ways to complete this degree:

General interest students

General interest students may complete the BSc Arch program.

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This approach does not involve a work/study component and can lead to licensing through the more traditional route of a Masters of Architecture (from another university) and internship.

Both the academic courses and the studios within this route will be completed online although there may be some face-to-face immersive studios as well.

The BSc Arch by itself can also lead to a variety of design careers.

RAIC Syllabus program

Students may also complete the BSc Arch as part of the RAIC Syllabus program which is a work/study program that can provide an alternative pathway to licensing as an architect in Canada.

Students who are interested in this route of the BSc Arch program should first register with the RAIC to ensure they qualify for professional certification at the end of the program. In the Syllabus, students will complete 9800 hours of work experience while taking academic courses and design studios. The design studios are run by the RAIC in major cities across Canada and are face-to-face rather than virtual. The academic courses are run by Athabasca University and are online. The RAIC also supervises the work experience component.

The terminal credential in this program is the RAIC Syllabus Diploma. There are two routes to this diploma.

1. **The Degree Route:** Beginning in July 2014, students may choose to complete the BSc Arch, the Graduate Diploma in Architecture (GDA) and 9800 hours of work experience under the supervision of a licensed Canadian architect.

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2. **The Existing Route:** Students may also choose to only complete the courses and studios required by Part I, II and III and 9800 hours of work experience under the supervision of a licensed Canadian architect. There are fewer courses in this route but students do not earn the BSc Arch or GDA.

In both cases successful students will receive the RAIC Syllabus Diploma and may then apply for individual certification by the Canadian Architectural Certification Board (CACB). This, in turn, will make a student eligible to apply for membership with a provincial architectural association – although students may be required to complete exams and additional internship hours.

You will find the Syllabus Diploma application steps listed at the following link: **https://www.raic-syllabus.ca/application**

For further information pertaining to the Syllabus Diploma registrations please contact the Syllabus Assistant Registrar at 613-241-3600, ext. 204

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 26, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Bachelor of Science, General

Regulations amended, effective Sep. 1, 2024.

Athabasca University's Faculty of Science and Technology (FST) Bachelor of Science (BSc) degree allows students to take the general program or select a major in Human Science, Computing and Information Systems, or Applied Mathematics. A selection of minors is also offered for students to enhance their knowledge on a specific area of study. Given the importance of science and technology, this degree will prepare student to excel in the science-based world of today and meet the increasing technological demands of the future.

Graduate of the BSc program will have gained the technical, analytical, and critical thinking skills to be able to further their education. The four-year BSc is transferable towards medicine, dentistry, and veterinary programs at other Canadian and international institutions. Student intending to go onto graduate studies should contact the institution they would like to attend to ensure all entrance requirements are met.

Planning your program

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career

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options that may be available to you upon graduating.

Majors and minors

Students have the choice to enrol in a BSc General (without a specific area of focus), to select a major, or to select a major and a minor, at the time of enrolment in the BSc program. It is highly recommended that students consult an AU program advisor before changing majors or minors. BSc majors and minors are available in:

Majors

- **Applied Mathematics**
- **Computing and Information Systems**
- **Biological Sciences**

Minors

- **Applied Mathematics Minor**
- **Architecture Minor**
- **Artificial Intelligence and Machine Learning Minor**

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and the online version, the online Calendar will be binding.

- Biology Minor
- Business Administration Minor
- Computing Minor
- Finance Management Minor
- Game Design and Development Minor
- Game Programming Minor
- Geoscience Minor
- Human Science Minor
- Information Systems Minor
- Information Systems Management Minor
- Learning Technology Minor
- Physical Sciences Minor
- Psychology Minor
- Web Development Minor

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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English writing skills requirement

Students are strongly encouraged to register in ENGL 255 early in their program. Students will be exempted* from the English Writing Skills Requirement (ENGL 255) who have met one of the following criteria:

- have a grade of B- (70 per cent) or better in an Athabasca University **English course above the preparatory (100) level;**

  or

- received credit for an English course in which a grade of B- or better was achieved.

*Note: the exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

Second undergraduate degree

Students who hold a recognized first degree and who wish to obtain an AU undergraduate degree in a different subject area, will be enrolled under the second undergraduate degree regulations. These students may transfer in up to 50 per cent (60 credits) into the four-year degree program, based on course work in the first degree that is applicable. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

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Double majors

For student in the BSc program wishing to combine two majors, all requirements of both majors must be fulfilled. The choice of major may restrict course selection or require the completion of more than 120 credits. Those considering a double major should consult an AU program advisor for assistance.

Program structure

Total credits in the program	120
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Minimum credits required

Senior (300 or 400) level
Science credits

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In the major (if selected)
In the major through Athabasca University
In the minor (if selected)
In the minor through Athabasca University
Senior Science credits (300 and 400 level)
Senior Science credits at 400 level
Social Science credits

Maximum credits allowed

In any one Science discipline	75
Senior project credits (495/496)	12
At the preparatory (100) level	6
Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	30

Core course requirements

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MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-oriented Approach to Statistics	
MATH 265 – Introduction to Calculus I *	(3)
*(When selecting the CIS major or a computing-related minor, MATH 265 may be replaced with MATH 270.)	
COMP 200 – Introduction to Computing and Information Systems **	(3)
or	
COMP 210 – Introduction to Information Systems and Computer Applications	
**(COMP 200 is required for students selecting the CIS major or a computing-related minor.)	
SCIE 326 – Scientific Reasoning	(3)
SCIE 480 – Research Methods in Science	(3)
or	
COMP 494 – Research Methods***	

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***COMP 494 is required for students in the CIS major.	
PHIL 333 – Professional Ethics	(3)
or	
PHIL 371 – Ethics, Science, Technology, and the Environment	
ENGL 255 – Introductory Composition (see English writing skills requirement)	(3)
At least one of the following project courses:	(3)
ASTR 495 – Astronomy and Astrophysics Projects I	
or	
BIOL 495 – Biology Projects	
or	
CHEM 495 – Chemistry Projects	
or	
COMP 495 – Computer and Information Systems Projects I	

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or	
ENSC 495 – Environmental Science Projects	
or	
GEOG 495 – Geography Projects I	
or	
GEOL 495 – Geology Projects I	
or	
MATH 495 – Mathematics Projects I	
or	
NUTR 495 – Nutrition Projects	
or	
PHYS 495 – Physics Projects	
or	
SCIE 495 – Science Projects I	

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and the online version, the online Calendar will be binding.

Additional program regulations

1. Athabasca University may grant transfer credit for individual Computer Science courses that were completed more than 5 years ago if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied. Visit the **Transfer Credit Services** section of the Calendar for more information regarding transfer credit towards the BSc program.
2. Students holding a computing-related diploma from an approved college or technical institute that is more than 5 years old may be admitted to the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.
3. If the following courses are over 10 years old: BIOL 325, BIOL 341, BIOL 401, BIOL 480, CHEM 301, and NUTR 406; Athabasca University may grant transfer credit if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the

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resumé cannot be supplied.

4. An individual course can only be used to fulfill one requirement in the program. For example, no course can be used to complete the specific requirements of both the major and the minor. Also, a course that fulfills the BSc program general requirements cannot be used to satisfy the specific requirements of either the major or the minor.
5. Preparatory (100 level) courses cannot be used to fulfill the requirements of the Post Diploma program.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science (Post Diploma) General Degree

Regulations amended, effective Sep. 1, 2024.

The Bachelor of Science (Post Diploma) program (BSc PD) allows students presenting a two- or three-year science- or computing-related diploma who wish to pursue a university degree to further their career and/or academic studies.

Graduates of the BSc PD program will have gained the technical, analytical, and critical thinking skills to be able to further their education. The BSc PD program also allows students to transfer their undergraduate degree towards medicine, dentistry, and veterinary programs at other Canadian and international institutions. Students intending to go on to graduate studies should contact the institution they would like to attend to ensure all entrance requirements are met.

The Faculty of Science and Technology offers three routes within the post diploma:

1. Major and minor route: For students in this route, those holding a two- or three-year science or computing-related diploma from an accredited college or technical institute may receive a minimum of a block of 30 credits. Depending on the content of the diploma, up to a maximum of 60 credits may be transferred toward the BSc PD program.

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2. Without a major or minor route: For students in this route, those holding a two- or three-year science or computing-related diploma from an accredited college or technical institute may receive a minimum of a block of 30 credits, students may also receive a block of 30 plus individual transfer credit up to a maximum of 60. Some diplomas may qualify for a block of 60 credits depending on the content of the diploma.
3. With or without a major route: Students applying to either of the above routes that are presenting a 2- or 3-year diploma from an accredited college or technical institute may receive a block of 30 credits. Depending on the content of the diploma, students may receive a block of 30 plus individual transfer credit up to a maximum of 60.

Note: Please refer to the required timelines in Additional Regulations at the bottom of this page. If your diploma is outside the time limits, please submit proof of currency as soon as possible. Not providing this documentation will hold up the evaluation process.

Planning your program

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Majors and minors

Students have the choice to enrol in a BSc (Post Diploma) General (without a specific area of focus), to select a major, or to select a major and a minor, at the time of enrolment in the BSc PD program. It is highly recommended that

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students consult an AU program advisor before changing majors or minors. BSc majors and minors are available in:

Majors

- **Applied Mathematics, Post Diploma**
- **Computing and Information Systems, Post Diploma**
- **Human Science, Post Diploma**

Minors

- **Applied Mathematics Minor**
- **Architecture Minor**
- **Artificial Intelligence and Machine Learning Minor**
- **Biology Minor**
- **Business Administration Minor**
- **Computing Minor**
- **Finance Management Minor**
- **Game Design and Development Minor**
- **Game Programming Minor**

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- Geoscience Minor
- Human Science Minor
- Information Systems Minor
- Information Systems Management Minor
- Learning Technology Minor
- Physical Sciences Minor
- Psychology Minor
- Web Development Minor

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students are strongly encouraged to register in ENGL 255 early in their program. Students will be exempted* from the English Writing Skills Requirement (ENGL 255) who have met one of the following criteria:

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- have a grade of B- (70 per cent) or better in an Athabasca University **English course above the preparatory (100) level;**

  or

- received credit for an English course in which a grade of B- or better was achieved.

*Note: the exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

Program requirements for the 30-credit block admission

Program structure

Total credits in the program	120
Approved college or technical diploma receives *(Depending on the courses taken in the diploma, the student may receive additional credits not exceeding a total of 60 credits.)	30*
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits	

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must be obtained through Athabasca University in order to be considered.	24

Minimum credits required

Senior credits (300 or 400 level)	45
Science credits	60
In the major (if selected)	45
In the major through Athabasca University	15
In the minor (if selected)	24
In the minor through Athabasca University	9
Senior Science credits (300 and 400 level)	36
Senior Science credits at 400 level	12

Maximum credits allowed

At the preparatory (100) level	0
In any one Science discipline	75

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Senior project credits (495/496 courses)	12
Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	30

Core course requirements

MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-Oriented Approach to Statistics	
MATH 265 – Introduction to Calculus I * *(When selecting the CIS major or a computing-related minor MATH 265 may be replaced with MATH 270.)	(3)
COMP 200 – Introduction to Computing and Information Systems	(3)
or	
COMP 210 – Introduction to Information Systems and Computer Applications **	
**(COMP 200 is required for students selecting the CIS major or a computer-related minor.)	
SCIE 326 – Scientific Reasoning	(3)

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SCIE 480 – Research Methods in Science	(3)
or	
COMP 494 – Research Methods ***	
***COMP 494 is required for students in the CIS major.	
PHIL 333 – Professional Ethics	(3)
or	
PHIL 371 – Ethics, Science, Technology, and the Environment	
ENGL 255 – Introductory Composition (see English Writing Skills Requirement above)	(3)
At least one of the following project courses:	(3)
ASTR 495 – Astronomy and Astrophysics Projects I	
or	
BIOL 495 – Biology Projects	
or	
CHEM 495 – Chemistry Projects	

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or	
COMP 495 – Computer and Information Systems Projects I	
or	
ENSC 495 – Environmental Science Projects	
or	
GEOG 495 – Geography Projects	
or	
GEOL 495 – Geology Projects I	
or	
MATH 495 – Mathematics Projects I	
or	
NUTR 495 – Nutrition Projects	
or	
PHYS 495 – Physics Projects I	

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or	
SCIE 495 – Science Projects I	

Program requirements for the 60-credit block admission

Program structure

Total credits in the program	120
Approved college or technical diploma receives	60
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Minimum credits required

Senior credits (300 or 400 level)	45

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Science credits	51
Senior Science credits (300 and 400 level)	42
Senior Science credits at 400 level	12

Maximum credits allowed

At the preparatory (100) level	0
Senior project credits (495/496 courses)	12
Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	30

Core course requirements

MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-Oriented Approach to Statistics	
MATH 265 – Introduction to Calculus I	(3)
or	

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MATH 270 – Linear Algebra	
SCIE 326 – Scientific Reasoning	(3)
SCIE 480 – Research Methods in Science	(3)
or	
COMP 494 – Research Methods	
PHIL 333 – Professional Ethics	(3)
or	
PHIL 371 – Ethics, Science, Technology, and the Environment	
ENGL 255 – Introductory Composition (see English Writing Skills Requirement above)	(3)
At least one of the following project courses:	(3)
ASTR 495 – Astronomy and Astrophysics Projects I	
or	
BIOL 495 – Biology Projects	
or	

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CHEM 495 – Chemistry Projects	
or	
COMP 495 – Computer and Information Systems Projects I	
or	
ENSC 495 – Environmental Sciences Projects I	
or	
GEOG 495 – Geography Projects I	
or	
GEOL 495 – Geology Projects I	
or	
MATH 495 – Mathematics Projects I	
or	
NUTR 495 – Nutrition Projects	
or	

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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PHYS 495 – Physics Projects I	
or	
SCIE 495 – Science Projects I	

Additional program regulations

1. Athabasca University may grant transfer credit for individual Computer Science courses that were completed more than 5 years ago if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied. Visit the **Transfer Credit Services** section of the Calendar for more information regarding transfer credit towards the BSc program.
2. Students holding a computing-related diploma from an approved college or technical institute that is more than 5 years old may be admitted to the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.
3. If the following courses are over 10 years old: BIOL 325, BIOL 341, BIOL 401, BIOL 480, CHEM 301, and NUTR 406; Athabasca University may grant transfer credit if proof of currency in the field is provided in the form of a

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.

4. An individual course can only be used to fulfill one requirement in the program. For example, no course can be used to complete the specific requirements of both the major and the minor. Also, a course that fulfills the BSc program general requirements cannot be used to satisfy the specific requirements of either the major or the minor.
5. Preparatory (100 level) courses cannot be used to fulfill the requirements of the Post Diploma program.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 25, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Bachelor of Science, Applied Mathematics Major

Regulations effective Sep. 1, 2024.

The Bachelor of Science, Applied Mathematics Major is designed to help students develop a relatively wide range of applied mathematical skills which have direct applications in fields such as scientific and medical research, computer science, finance, engineering, and other math-related disciplines.

This major fosters innovative thinking toward solving scientific, environmental, and sociological issues using mathematical methods, and aims to provide deeper understanding and alternative perspectives on problems in math-related interdisciplinary fields. Its ultimate goal is to lay a foundation of research skills for undergraduate students to apply in real-world situations and contribute to the betterment of society.

Planning your program

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

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Minors

Students enrolled in the Bachelor of Science with major, can also declare a minor. Minors are available in:

Minors

- Architecture Minor
- Artificial Intelligence and Machine Learning Minor
- Biology Minor
- Business Administration Minor
- Computing Minor
- Finance Management Minor
- Game Design and Development Minor
- Game Programming Minor
- Geoscience Minor
- Human Science Minor
- Information Systems Minor
- Information Systems Management Minor
- Learning Technology Minor
- Physical Sciences Minor

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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- Psychology Minor
- Web Development Minor

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students are strongly encouraged to register in ENGL 255 early in their program. Students will be exempted* from the English Writing Skills Requirement (ENGL 255) who have met one of the following criteria:

- have a grade of B- (70 per cent) or better in an Athabasca University **English course above the preparatory (100) level;**

  or

- received credit for an English course in which a grade of B- or better was achieved.

*Note: the exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

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Second undergraduate degree

Students who hold a recognized first degree and who wish to obtain an AU undergraduate degree in a different subject area, will be enrolled under the second undergraduate degree regulations. These students may transfer in up to 50 per cent (60 credits) into the four-year degree program, based on course work in the first degree that is applicable. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Double majors

For student in the BSc program wishing to combine two majors, all requirements of both majors must be fulfilled. The choice of major may restrict course selection or require the completion of more than 120 credits. Those considering a double major should consult an AU program advisor for assistance.

The BSc Major in Applied Mathematics can be combined with these majors to fulfill a double major:

- **Bachelor of Science, Computing and Information Systems Major**
- **Bachelor of Science, Biological Sciences Major**

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program structure

Total credits in the program	120
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Minimum credits required

Senior (300 or 400) level
Science credits
In the major (if selected)
In the major through Athabasca University
In the minor (if selected)
In the minor through Athabasca University
Senior Science credits (300 and 400 level)

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Senior Science credits at 400 level	
Social Science credits	

Maximum credits allowed

In any one Science discipline	75
Senior project credits (495/496)	12
At the preparatory (100) level	6
Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	30

Core course requirements

MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-oriented Approach to Statistics	
MATH 265 – Introduction to Calculus I *	(3)
*(When selecting the CIS major or a computing-related minor, MATH 265 may be replaced with MATH 270.)	

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COMP 200 – Introduction to Computing and Information Systems **	(3)
or	
COMP 210 – Introduction to Information Systems and Computer Applications	
**(COMP 200 is required for students selecting the CIS major or a computing-related minor.)	
SCIE 326 – Scientific Reasoning	(3)
SCIE 480 – Research Methods in Science	(3)
or	
COMP 494 – Research Methods*	
***COMP 494 is required for students in the CIS major.	
PHIL 333 – Professional Ethics	(3)
or	
PHIL 371 – Ethics, Science, Technology, and the Environment	

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ENGL 255 – Introductory Composition (see English writing skills requirement)	(3)

Applied Mathematics – specific requirements

In addition to the BSc program general requirements, a Major in Applied Mathematics involves the completion of 45 credits of core and elective courses.

The Applied Mathematics Major cannot be combined with the Applied Mathematics Minor.

Core courses

(36 credits)

MATH 270 – Linear Algebra I	(3)
MATH 266 – Introduction to Calculus II	(3)
MATH 271 – Linear Algebra II	(3)
MATH 309 – Discrete Mathematics	(3)
MATH 315 – Methods in Applied Statistics	(3)
MATH 365 – Multivariable Calculus	(3)

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MATH 366 – Complex Variables I	(3)
MATH 370 – Applied Real Analysis	(3)
MATH 376 – Ordinary Differential Equations	(3)
MATH 476 – Partial Differential Equations	(3)
MATH 480 – Mathematic Modeling I	(3)
MATH 495 – Mathematics Projects I	(3)

Elective courses

(9 credits)

Students complete a minimum of 9 credits selected from the Mathematics (**MATH**) discipline. A minimum of 6 credits must be at a senior (300 or higher) level.

Additional program regulations

1. Athabasca University may grant transfer credit for individual Computer Science courses that were completed more than 5 years ago if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the

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supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied. Visit the **Transfer Credit Services** section of the Calendar for more information regarding transfer credit towards the BSc program.

2. Students holding a computing-related diploma from an approved college or technical institute that is more than 5 years old may be admitted to the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.
3. If the following courses are over 10 years old: BIOL 325, BIOL 341, BIOL 401, BIOL 480, CHEM 301, and NUTR 406; Athabasca University may grant transfer credit if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.
4. An individual course can only be used to fulfill one requirement in the program. For example, no course can be used to complete the specific requirements of both the major and the minor. Also, a course that fulfills the BSc program general requirements cannot be used to satisfy the specific requirements of either the major or the minor.

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5. Preparatory (100 level) courses cannot be used to fulfill the requirements of the Post Diploma program.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science, Computing and Information Systems Major

Regulations effective Sep. 1, 2024.

The Computing and Information Systems Major is designed for students who wish to develop and use computer-based systems in business, education, and other fields that require the processing, utilization, and management of information. Students will gain the requisite knowledge and skills in the analysis, design, and implementation of computer-based information systems for various organizations.

Planning your program

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

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Minors

Students enrolled in the Bachelor of Science with major, can also declare a minor. Minors are available in:

Minors

- Applied Mathematics Minor
- Architecture Minor
- Artificial Intelligence and Machine Learning Minor
- Biology Minor
- Business Administration Minor
- Finance Management Minor
- Game Design and Development Minor
- Game Programming Minor
- Geoscience Minor
- Human Science Minor
- Information Systems Management Minor
- Learning Technology Minor
- Physical Sciences Minor
- Psychology Minor
- Web Development Minor

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students are strongly encouraged to register in ENGL 255 early in their program. Students will be exempted* from the English Writing Skills Requirement (ENGL 255) who have met one of the following criteria:

- have a grade of B- (70 per cent) or better in an Athabasca University **English course above the preparatory (100) level;**

  or

- received credit for an English course in which a grade of B- or better was achieved.

*Note: the exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

Second undergraduate degree

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Students who hold a recognized first degree and who wish to obtain an AU undergraduate degree in a different subject area, will be enrolled under the second undergraduate degree regulations. These students may transfer in up to 50 per cent (60 credits) into the four-year degree program, based on course work in the first degree that is applicable. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Double majors

For student in the BSc program wishing to combine two majors, all requirements of both majors must be fulfilled. The choice of major may restrict course selection or require the completion of more than 120 credits. Those considering a double major should consult an AU program advisor for assistance.

The BSc Major in Computing and Information Systems can be combined with these majors to fulfill a double major:

- **Bachelor of Science, Applied Mathematics Major**
- **Bachelor of Science, Biological Sciences Major**

Program structure

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Total credits in the program	120
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Minimum credits required

Senior (300 or 400) level
Science credits
In the major (if selected)
In the major through Athabasca University
In the minor (if selected)
In the minor through Athabasca University
Senior Science credits (300 and 400 level)
Senior Science credits at 400 level
Social Science credits

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Maximum credits allowed

In any one Science discipline	75
Senior project credits (495/496)	12
At the preparatory (100) level	6
Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	30

Core course requirements

MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-oriented Approach to Statistics	
MATH 265 – Introduction to Calculus I *	(3)
*(When selecting the CIS major or a computing-related minor, MATH 265 may be replaced with MATH 270.)	
COMP 200 – Introduction to Computing and Information Systems **	

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or	(3)
COMP 210 – Introduction to Information Systems and Computer Applications	
**(COMP 200 is required for students selecting the CIS major or a computing-related minor.)	
SCIE 326 – Scientific Reasoning	(3)
SCIE 480 – Research Methods in Science	(3)
or	
COMP 494 – Research Methods*	
***COMP 494 is required for students in the CIS major.	
PHIL 333 – Professional Ethics	(3)
or	
PHIL 371 – Ethics, Science, Technology, and the Environment	
ENGL 255 – Introductory Composition (see English writing skills requirement)	(3)

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Computing and Information Systems – specific requirements

In addition to the BSc program general requirements, a major in Computing and Information Systems involves the completion of 45 credits of core and elective courses.

The Computing and Information Systems major cannot be combined with the **Computing minor** or the **Information Systems minor**.

Core courses

(24 credits)

COMP 268 – Introduction to Computer Programming (Java)	(3)
or	
COMP 206 – Introduction to Computer Programming (C++)	
or	
COMP 218 – Introduction to Computer Programming with Python	
COMP 272 – Data Structures and Algorithms	(3)
COMP 314 – Operating Systems	(3)

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COMP 347 – Computer Networks	(3)
COMP 361 – Systems Analysis and Design	(3)
COMP 378 – Introduction to Database Management	(3)
COMP 482 – Human Computer Interaction	(3)
COMP 495* – Computer and Information Systems Projects I	(3)
* COMP 495 must be taken with Athabasca University. Transfer credit will not be awarded. This course should be taken as the last course or set of courses in the program.	

Elective courses

(21 credits)

Students complete a minimum of 21 credits selected from the Computer Science (**COMP**) discipline. All 21 credits must be at the senior (300 or higher) level.

Up to three Athabasca University graduate-level computing courses can be taken to fulfill senior-level **COMP** electives. The courses are paced and have specific start dates. Please refer to the **Graduate Academic Schedule** for registration deadlines. If the graduate-level credit is used to fulfill a Bachelor of Science Major in Computing and Information Systems requirement, it cannot be applied to another undergraduate or graduate degree. Please note that the **fees** for graduate-level courses differ from those of undergraduate courses. To register in a graduate-level course, please complete the printable **undergraduate course registration form**, and email it to

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fst_grad_success@athabascau.ca.

Courses excluded from this list include: COMP 601, COMP 695, COMP 692, COMP 693, COMP 696, COMP 697, COMP 698, COMP 699, COMP 676, COMP 677, COMP 678, COMP 679, and COMP 680.

Additional program regulations

1. Athabasca University may grant transfer credit for individual Computer Science courses that were completed more than 5 years ago if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied. Visit the **Transfer Credit Services** section of the Calendar for more information regarding transfer credit towards the BSc program.
2. Students holding a computing-related diploma from an approved college or technical institute that is more than 5 years old may be admitted to the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.
3. If the following courses are over 10 years old: BIOL 325, BIOL 341, BIOL 401, BIOL 480, CHEM 301, and NUTR 406; Athabasca University may

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grant transfer credit if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.

4. An individual course can only be used to fulfill one requirement in the program. For example, no course can be used to complete the specific requirements of both the major and the minor. Also, a course that fulfills the BSc program general requirements cannot be used to satisfy the specific requirements of either the major or the minor.
5. Preparatory (100 level) courses cannot be used to fulfill the requirements of the Post Diploma program.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science, Biological Sciences Major*

Regulations amended, effective Sep. 1, 2024.

*** This major was previously called Human Science major.**

The Biological Sciences major is designed for individuals who wish to pursue careers in the life sciences, including professional designations in medicine and related disciplines, research in biology and human sciences, or other health-related careers. Students will be able to customize their area of interest by completing electives in human biology and health as well as other disciplines.

Planning your program

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Minors

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Students enrolled in the Bachelor of Science, Biological Sciences Major, can also declare a minor. Minors are available in:

Minors

- Applied Mathematics Minor
- Architecture Minor
- Artificial Intelligence and Machine Learning Minor
- Business Administration Minor
- Computing Minor
- Finance Management Minor
- Game Design and Development Minor
- Game Programming Minor
- Geoscience Minor
- Information Systems Minor
- Information Systems Management Minor
- Learning Technology Minor
- Physical Sciences Minor
- Psychology Minor
- Web Development Minor

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and the online version, the online Calendar will be binding.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students are strongly encouraged to register in ENGL 255 early in their program. Students will be exempted* from the English Writing Skills Requirement (ENGL 255) who have met one of the following criteria:

- have a grade of B- (70 per cent) or better in an Athabasca University **English course above the preparatory (100) level;**

  or

- received credit for an English course in which a grade of B- or better was achieved.

*Note: the exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

Second undergraduate degree

Students who hold a recognized first degree and who wish to obtain an AU undergraduate degree in a different subject area,

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will be enrolled under the second undergraduate degree regulations. These students may transfer in up to 50 per cent (60 credits) into the four-year degree program, based on course work in the first degree that is applicable. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Double majors

For student in the BSc program wishing to combine two majors, all requirements of both majors must be fulfilled. The choice of major may restrict course selection or require the completion of more than 120 credits. Those considering a double major should consult an AU program advisor for assistance.

The BSc Major in Biological Sciences can be combined with these majors to fulfill a double major:

- **Bachelor of Science, Computing and Information Systems Major**
- **Bachelor of Science, Applied Mathematics Major**

Program structure

Total credits in the program	120

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Residency requirement. A minimum of 30 credits must be obtained through Athabasca University	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

Minimum credits required

Senior (300 or 400) level
Science credits
In the major (if selected)
In the major through Athabasca University
In the minor (if selected)
In the minor through Athabasca University
Senior Science credits (300 and 400 level)
Senior Science credits at 400 level
Social Science credits

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Maximum credits allowed

In any one Science discipline	75
Senior project credits (495/496)	12
At the preparatory (100) level	6
Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	30

Core course requirements

MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-oriented Approach to Statistics	
MATH 265 – Introduction to Calculus I *	(3)
*(When selecting the CIS major or a computing-related minor, MATH 265 may be replaced with MATH 270.)	
COMP 200 – Introduction to Computing and Information Systems **	
or	

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COMP 210 – Introduction to Information Systems and Computer Applications	(3)
**(COMP 200 is required for students selecting the CIS major or a computing-related minor.)	
SCIE 326 – Scientific Reasoning	(3)
SCIE 480 – Research Methods in Science	(3)
or	
COMP 494 – Research Methods*	
***COMP 494 is required for students in the CIS major.	
PHIL 333 – Professional Ethics	(3)
or	
PHIL 371 – Ethics, Science, Technology, and the Environment	
ENGL 255 – Introductory Composition (see English writing skills requirement)	(3)

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Biological Sciences – specific requirements

In addition to the BSc program general requirements, a major in Biological Sciences involves the completion of 45 credits of core and elective courses.

The Biological Sciences major cannot be combined with the **Biology minor** or the **Human Science minor**.

Core courses

(24 credits)

BIOL 204 – Principles of Biology I (lab component)	(3)
BIOL 207 – Principles of Biology II * (lab component) *BSc Human Science major students in the Post Diploma route who have a Biology lab component in their diploma may choose either BIOL 205 or BIOL 207.	(3)
BIOL 230 – Human Physiology (lab component)	(6)
or	
BIOL 235 – Human Anatomy and Physiology	
HLST 200 – Introduction to Human Health I	(3)
BIOL 341 – Human Genetics	(3)

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BIOL 401 – Cell Biology	(3)
At least one of the following project courses:	(3)
ASTR 495 - Astronomy and Astrophysics Projects I	
or	
BIOL 495 – Biology Projects	
or	
CHEM 495 – Chemistry Projects	
or	
ENSC 495 – Environmental Science Projects	
or	
GEOG 495 – Geography Projects I	
or	
GEOL 495 – Geology Projects I	
or	

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NUTR 495 – Nutrition Projects	
or	
PHYS 495 – Physics Projects I	
or	
SCIE 495 – Science Projects I	

Elective courses

(21 credits)

Students complete a minimum of 21 credits selected from the list of courses below. All 21 credits must be at the senior (300 to higher) level. A minimum of 6 credits must include science lab components. Courses that are not listed here but which are easily demonstrated to have mainly Biological Sciences content may be considered towards the elective credit requirements.

BIOL 310 – Biology of Human Sexuality	(3)
BIOL 320 – Comparative Anatomy of the Vertebrates (lab component)	(3)
BIOL 325 – Introductory Microbiology (lab component)	(3)
BIOL 345 – Ecology (lab component)	(3)

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BIOL 480 – Immunology (lab component)	(3)
BIOL 495 – Biology Projects I	(3)
BIOL 496 – Biology Projects II	(3)
CHEM 301 – Introduction to Biochemistry	(3)
CHEM 350 – Organic Chemistry I (lab component)	(3)
CHEM 360 – Organic Chemistry II (lab component)	(3)
CHEM 495 – Chemistry Projects I	(3)
CHEM 496 – Chemistry Projects II	(3)
NUTR 330 – Introductory Nutrition	(3)
or	
NUTR 331 – Nutrition for Health	
NUTR 405 – Nutrition for Health and Disease	(3)
NUTR 406 – Modern Concepts in Nutrition	(3)
NUTR 495 – Nutrition Projects I	(3)

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NUTR 496 – Nutrition Projects II	(3)
HADM 336 – Community Health Planning	(3)
HADM 379 – Introduction to Epidemiology	(3)
HLST 301 – Complementary and Alternative Therapies	(3)
PSYC 355 – Cognitive Psychology	(3)
PSYC 302 – Biological Psychology	(3)

Recommended options

As the following courses are pre-requisites to some electives, they are recommended options for students in the Biological Sciences major.

CHEM 217 – Chemical Principles I (lab component)	(3)
CHEM 218 – Chemical Principles II (lab component)	(3)

Additional program regulations

1. Athabasca University may grant transfer credit for individual Computer Science courses that were completed more than 5 years ago if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written

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on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied. Visit the **Transfer Credit Services** section of the Calendar for more information regarding transfer credit towards the BSc program.

2. Students holding a computing-related diploma from an approved college or technical institute that is more than 5 years old may be admitted to the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.

3. If the following courses are over 10 years old: BIOL 325, BIOL 341, BIOL 401, BIOL 480, CHEM 301, and NUTR 406; Athabasca University may grant transfer credit if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.

4. An individual course can only be used to fulfill one requirement in the program. For example, no course can be used to complete the specific requirements of both the major and the minor. Also, a course that fulfills the BSc program general requirements cannot be used to satisfy the specific requirements of either the major or the

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minor.

5. Preparatory (100 level) courses cannot be used to fulfill the requirements of the Post Diploma program.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science (Post Diploma) Applied Mathematics Major

Regulations effective Sep. 1, 2024.

The Bachelor of Science (Post Diploma) program (BSc PD) allows students presenting a two- or three-year science- or computing-related diploma who wish to pursue a university degree to further their career and/or academic studies.

Graduates of the BSc PD program will have gained the technical, analytical, and critical thinking skills to be able to further their education. The BSc PD program also allows students to transfer their undergraduate degree towards medicine, dentistry, and veterinary programs at other Canadian and international institutions. Students intending to go on to graduate studies should contact the institution they would like to attend to ensure all entrance requirements are met.

The Faculty of Science and Technology offers three routes within the post diploma:

1. Major and minor route: For students in this route, those holding a two- or three-year science or computing-related diploma from an accredited college or technical institute may receive a minimum of a block of 30 credits. Depending on the content of the diploma, up to a maximum of 60

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

credits may be transferred toward the BSc PD program.

2. Without a major or minor route: For students in this route, those holding a two- or three-year science or computing-related diploma from an accredited college or technical institute may receive a minimum of a block of 30 credits, students may also receive a block of 30 plus individual transfer credit up to a maximum of 60. Some diplomas may qualify for a block of 60 credits depending on the content of the diploma.
3. With or without a major route: Students applying to either of the above routes that are presenting a 2- or 3-year diploma from an accredited college or technical institute may receive a block of 30 credits. Depending on the content of the diploma, students may receive a block of 30 plus individual transfer credit up to a maximum of 60.

Note: Please refer to the required timelines in Additional Regulations at the bottom of this page. If your diploma is outside the time limits, please submit proof of currency as soon as possible. Not providing this documentation will hold up the evaluation process.

Applied Mathematics Major

The Bachelor of Science, Applied Mathematics Major is designed to help students develop a relatively wide range of applied mathematical skills which have direct applications in fields such as scientific and medical research, computer science, finance, engineering, and other math-related disciplines.

This major fosters innovative thinking toward solving scientific, environmental, and sociological issues using mathematical methods, and aims to provide deeper understanding and alternative perspectives on problems in math-related interdisciplinary fields. Its ultimate goal is to lay a foundation of research skills for undergraduate students to apply in real-world situations and contribute to the betterment of society.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Planning your program

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Minors

Students enrolled in the Bachelor of Science with Major, can also declare a minor. Minors are available in:

Minors

- **Architecture Minor**
- **Artificial Intelligence and Machine Learning Minor**
- **Biology Minor**
- **Business Administration Minor**
- **Computing Minor**
- **Finance Management Minor**
- **Game Design and Development Minor**
- **Game Programming Minor**

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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- Geoscience Minor
- Human Science Minor
- Information Systems Minor
- Information Systems Management Minor
- Learning Technology Minor
- Physical Sciences Minor
- Psychology Minor
- Web Development Minor

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students are strongly encouraged to register in ENGL 255 early in their program. Students will be exempted* from the English Writing Skills Requirement (ENGL 255) who have met one of the following criteria:

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

- have a grade of B- (70 per cent) or better in an Athabasca University **English course above the preparatory (100) level;**

  or

- received credit for an English course in which a grade of B- or better was achieved.

*Note: the exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

Program requirements for the 30-credit block admission

Program structure

Total credits in the program	120
Approved college or technical diploma receives *(Depending on the courses taken in the diploma, the student may receive additional credits not exceeding a total of 60 credits.)	30*
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be	24

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

considered.	

Minimum credits required

Senior credits (300 or 400 level)	45
Science credits	60
In the major (if selected)	45
In the major through Athabasca University	15
In the minor (if selected)	24
In the minor through Athabasca University	9
Senior Science credits (300 and 400 level)	36
Senior Science credits at 400 level	12

Maximum credits allowed

At the preparatory (100) level	0
In any one Science discipline	75
Senior project credits (495/496 courses)	12

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	30

Core course requirements

MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-Oriented Approach to Statistics	
MATH 265 – Introduction to Calculus I * *(When selecting the CIS major or a computing-related minor MATH 265 may be replaced with MATH 270.)	(3)
COMP 200 – Introduction to Computing and Information Systems	(3)
or	
COMP 210 – Introduction to Information Systems and Computer Applications **	
**(COMP 200 is required for students selecting the CIS major or a computer-related minor.)	
SCIE 326 – Scientific Reasoning	(3)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

SCIE 480 – Research Methods in Science	(3)
or	
COMP 494 – Research Methods ***	
***COMP 494 is required for students in the CIS major.	
PHIL 333 – Professional Ethics	(3)
or	
PHIL 371 – Ethics, Science, Technology, and the Environment	
ENGL 255 – Introductory Composition (see English Writing Skills Requirement above)	(3)

Applied Mathematics – specific requirements

In addition to the BSc program general requirements, a Major in Applied Mathematics involves the completion of 45 credits of core and elective courses.

The Applied Mathematics Major cannot be combined with the Applied Mathematics Minor.

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Core courses

(36 credits)

MATH 270 – Linear Algebra I	(3)
MATH 266 – Introduction to Calculus II	(3)
MATH 271 – Linear Algebra II	(3)
MATH 309 – Discrete Mathematics	(3)
MATH 315 – Methods in Applied Statistics	(3)
MATH 365 – Multivariable Calculus	(3)
MATH 366 – Complex Variables I	(3)
MATH 370 – Applied Real Analysis	(3)
MATH 376 – Ordinary Differential Equations	(3)
MATH 476 – Partial Differential Equations	(3)
MATH 480 – Mathematic Modeling I	(3)
MATH 495 – Mathematics Projects I	(3)

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Elective courses

(9 credits)

Students complete a minimum of 9 credits selected from the Mathematics (**MATH**) discipline. A minimum of 6 credits must be at a senior (300 or higher) level.

Additional program regulations

1. Athabasca University may grant transfer credit for individual Computer Science courses that were completed more than 5 years ago if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied. Visit the **Transfer Credit Services** section of the Calendar for more information regarding transfer credit towards the BSc program.
2. Students holding a computing-related diploma from an approved college or technical institute that is more than 5 years old may be admitted to the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.

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3. If the following courses are over 10 years old: BIOL 325, BIOL 341, BIOL 401, BIOL 480, CHEM 301, and NUTR 406; Athabasca University may grant transfer credit if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.
4. An individual course can only be used to fulfill one requirement in the program. For example, no course can be used to complete the specific requirements of both the major and the minor. Also, a course that fulfills the BSc program general requirements cannot be used to satisfy the specific requirements of either the major or the minor.
5. Preparatory (100 level) courses cannot be used to fulfill the requirements of the Post Diploma program.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 25, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Bachelor of Science (Post Diploma) Computing and Information Systems Major

Regulations effective Sep. 1, 2024.

The Bachelor of Science (Post Diploma) program (BSc PD) allows students presenting a two- or three-year science- or computing-related diploma who wish to pursue a university degree to further their career and/or academic studies.

Graduates of the BSc PD program will have gained the technical, analytical, and critical thinking skills to be able to further their education. The BSc PD program also allows students to transfer their undergraduate degree towards medicine, dentistry, and veterinary programs at other Canadian and international institutions. Students intending to go on to graduate studies should contact the institution they would like to attend to ensure all entrance requirements are met.

The Faculty of Science and Technology offers three routes within the post diploma:

1. Major and minor route: For students in this route, those holding a two- or

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three-year science or computing-related diploma from an accredited college or technical institute may receive a minimum of a block of 30 credits. Depending on the content of the diploma, up to a maximum of 60 credits may be transferred toward the BSc PD program.

2. Without a major or minor route: For students in this route, those holding a two- or three-year science or computing-related diploma from an accredited college or technical institute may receive a minimum of a block of 30 credits, students may also receive a block of 30 plus individual transfer credit up to a maximum of 60. Some diplomas may qualify for a block of 60 credits depending on the content of the diploma.
3. With or without a major route: Students applying to either of the above routes that are presenting a 2- or 3-year diploma from an accredited college or technical institute may receive a block of 30 credits. Depending on the content of the diploma, students may receive a block of 30 plus individual transfer credit up to a maximum of 60.

Note: Please refer to the required timelines in Additional Regulations at the bottom of this page. If your diploma is outside the time limits, please submit proof of currency as soon as possible. Not providing this documentation will hold up the evaluation process.

Computing and Information Systems Major

The Computing and Information Systems Major is designed for students who wish to develop and use computer-based systems in business, education, and other fields that require the processing, utilization, and management of information. Students will gain the requisite knowledge and skills in the analysis, design, and implementation of computer-based information systems

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for various organizations.

Planning your program

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Minors

Students enrolled in the Bachelor of Science with major, can also declare a minor. Minors are available in:

Minors

- **Applied Mathematics Minor**
- **Architecture Minor**
- **Artificial Intelligence and Machine Learning Minor**
- **Biology Minor**
- **Business Administration Minor**
- **Finance Management Minor**

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- Game Design and Development Minor
- Game Programming Minor
- Geoscience Minor
- Human Science Minor
- Information Systems Management Minor
- Learning Technology Minor
- Physical Sciences Minor
- Psychology Minor
- Web Development Minor

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students are strongly encouraged to register in ENGL 255 early in their program. Students will be exempted* from the English Writing Skills Requirement (ENGL 255) who have met one of the following criteria:

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- have a grade of B- (70 per cent) or better in an Athabasca University **English course above the preparatory (100) level;**

  or

- received credit for an English course in which a grade of B- or better was achieved.

*Note: the exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

Program requirements for the 30-credit block admission

Program structure

Total credits in the program	120
Approved college or technical diploma receives *(Depending on the courses taken in the diploma, the student may receive additional credits not exceeding a total of 60 credits.)	30*
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be	24

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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considered.	

Minimum credits required

Senior credits (300 or 400 level)	45
Science credits	60
In the major (if selected)	45
In the major through Athabasca University	15
In the minor (if selected)	24
In the minor through Athabasca University	9
Senior Science credits (300 and 400 level)	36
Senior Science credits at 400 level	12

Maximum credits allowed

At the preparatory (100) level	0
In any one Science discipline	75
Senior project credits (495/496 courses)	12

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	30

Core course requirements

MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-Oriented Approach to Statistics	
MATH 265 – Introduction to Calculus I * *(When selecting the CIS major or a computing-related minor MATH 265 may be replaced with MATH 270.)	(3)
COMP 200 – Introduction to Computing and Information Systems	(3)
or	
COMP 210 – Introduction to Information Systems and Computer Applications **	
**(COMP 200 is required for students selecting the CIS major or a computer-related minor.)	
SCIE 326 – Scientific Reasoning	(3)

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SCIE 480 – Research Methods in Science	(3)
or	
COMP 494 – Research Methods ***	
***COMP 494 is required for students in the CIS major.	
PHIL 333 – Professional Ethics	(3)
or	
PHIL 371 – Ethics, Science, Technology, and the Environment	
ENGL 255 – Introductory Composition (see English Writing Skills Requirement above)	(3)

Computing and Information Systems – specific requirements

In addition to the BSc program general requirements, a major in Computing and Information Systems involves the completion of 45 credits of core and elective courses.

The Computing and Information Systems major cannot be combined with the

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Computing minor or the **Information Systems minor**.

Core courses

(24 credits)

COMP 268 – Introduction to Computer Programming (Java)	(3)
or	
COMP 206 – Introduction to Computer Programming (C++)	
or	
COMP 218 – Introduction to Computer Programming with Python	
COMP 272 – Data Structures and Algorithms	(3)
COMP 314 – Operating Systems	(3)
COMP 347 – Computer Networks	(3)
COMP 361 – Systems Analysis and Design	(3)
COMP 378 – Introduction to Database Management	(3)
COMP 482 – Human Computer Interaction	(3)
COMP 495* – Computer and Information Systems Projects I	(3)

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* COMP 495 must be taken with Athabasca University. Transfer credit will not be awarded. This course should be taken as the last course or set of courses in the program.	

Elective courses

(21 credits)

Students complete a minimum of 21 credits selected from the Computer Science (**COMP**) discipline. All 21 credits must be at the senior (300 or higher) level.

Up to three Athabasca University graduate-level computing courses can be taken to fulfill senior-level **COMP** electives. The courses are paced and have specific start dates. Please refer to the **Graduate Academic Schedule** for registration deadlines. If the graduate-level credit is used to fulfill a Bachelor of Science Major in Computing and Information Systems requirement, it cannot be applied to another undergraduate or graduate degree. Please note that the **fees** for graduate-level courses differ from those of undergraduate courses. To register in a graduate-level course, please complete the printable **undergraduate course registration form**, and email it to **fst_grad_success@athabascau.ca**.

Courses excluded from this list include: COMP 601, COMP 695, COMP 692, COMP 693, COMP 696, COMP 697, COMP 698, COMP 699, COMP 676, COMP 677, COMP 678, COMP 679, and COMP 680.

Additional program regulations

1. Athabasca University may grant transfer credit for individual Computer Science courses that were completed more than 5 years

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ago if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied. Visit the **Transfer Credit Services** section of the Calendar for more information regarding transfer credit towards the BSc program.

2. Students holding a computing-related diploma from an approved college or technical institute that is more than 5 years old may be admitted to the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.
3. If the following courses are over 10 years old: BIOL 325, BIOL 341, BIOL 401, BIOL 480, CHEM 301, and NUTR 406; Athabasca University may grant transfer credit if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.
4. An individual course can only be used to fulfill one requirement in the program. For example, no course can be used to complete the

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specific requirements of both the major and the minor. Also, a course that fulfills the BSc program general requirements cannot be used to satisfy the specific requirements of either the major or the minor.

5. Preparatory (100 level) courses cannot be used to fulfill the requirements of the Post Diploma program.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Bachelor of Science (Post Diploma) Biological Sciences Major*

Regulations amended, effective Sep. 1, 2024.

*** This major was previously called Human Science major.**

The Bachelor of Science (Post Diploma) program (BSc PD) allows students presenting a two- or three-year science- or computing-related diploma who wish to pursue a university degree to further their career and/or academic studies.

Graduates of the BSc PD program will have gained the technical, analytical, and critical thinking skills to be able to further their education. The BSc PD program also allows students to transfer their undergraduate degree towards medicine, dentistry, and veterinary programs at other Canadian and international institutions. Students intending to go on to graduate studies should contact the institution they would like to attend to ensure all entrance requirements are met.

The Faculty of Science and Technology offers three routes within the post diploma:

1. Major and minor route: For students in this route, those holding a two- or three-year science or computing-related diploma from an accredited

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college or technical institute may receive a minimum of a block of 30 credits. Depending on the content of the diploma, up to a maximum of 60 credits may be transferred toward the BSc PD program.

2. Without a major or minor route: For students in this route, those holding a two- or three-year science or computing-related diploma from an accredited college or technical institute may receive a minimum of a block of 30 credits, students may also receive a block of 30 plus individual transfer credit up to a maximum of 60. Some diplomas may qualify for a block of 60 credits depending on the content of the diploma.
3. With or without a major route: Students applying to either of the above routes that are presenting a 2- or 3-year diploma from an accredited college or technical institute may receive a block of 30 credits. Depending on the content of the diploma, students may receive a block of 30 plus individual transfer credit up to a maximum of 60.

Note: Please refer to the required timelines in Additional Regulations at the bottom of this page. If your diploma is outside the time limits, please submit proof of currency as soon as possible. Not providing this documentation will hold up the evaluation process.

Biological Sciences Major

The Biological Sciences Major is designed for individuals who wish to pursue careers in the life sciences, including professional designations in medicine and related disciplines, research in biology and human sciences, or other health-related careers. Students will be able to customize their area of interest by completing electives in human biology and health as well as other disciplines.

Planning your program

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Online program plans assist students in selecting the courses needed to fulfill their program requirements.

AU has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Minors

Students enrolled in the Bachelor of Science, Biological Sciences Major, can also declare a minor. Minors are available in:

Minors

- **Applied Mathematics Minor**
- **Artificial Intelligence and Machine Learning Minor**
- **Architecture Minor**
- **Business Administration Minor**
- **Computing Minor**
- **Finance Management Minor**
- **Game Design and Development Minor**
- **Game Programming Minor**
- **Geoscience Minor**

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- Information Systems Minor
- Information Systems Management Minor
- Learning Technology Minor
- Physical Sciences Minor
- Psychology Minor
- Web Development Minor

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

English writing skills requirement

Students are strongly encouraged to register in ENGL 255 early in their program. Students will be exempted* from the English Writing Skills Requirement (ENGL 255) who have met one of the following criteria:

- have a grade of B- (70 per cent) or better in an Athabasca University **English course above the preparatory (100) level;**

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or

- received credit for an English course in which a grade of B- or better was achieved.

*Note: the exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

Program requirements for the 30-credit block admission

Program structure

Total credits in the program	120
Approved college or technical diploma receives *(Depending on the courses taken in the diploma, the student may receive additional credits not exceeding a total of 60 credits.)	30*
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Minimum credits required

Senior credits (300 or 400 level)	45
Science credits	60
In the major (if selected)	45
In the major through Athabasca University	15
In the minor (if selected)	24
In the minor through Athabasca University	9
Senior Science credits (300 and 400 level)	36
Senior Science credits at 400 level	12

Maximum credits allowed

At the preparatory (100) level	0
In any one Science discipline	75
Senior project credits (495/496 courses)	12
Maximum Prior Learning Assessment and Recognition **(PLAR)**	30

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credits	

Core course requirements

MATH 215 – Introduction to Statistics	(3)
or	
MATH 216 – Computer-Oriented Approach to Statistics	
MATH 265 – Introduction to Calculus I * *(When selecting the CIS major or a computing-related minor MATH 265 may be replaced with MATH 270.)	(3)
COMP 200 – Introduction to Computing and Information Systems	(3)
or	
COMP 210 – Introduction to Information Systems and Computer Applications **	
**(COMP 200 is required for students selecting the CIS major or a computer-related minor.)	
SCIE 326 – Scientific Reasoning	(3)
SCIE 480 – Research Methods in Science	

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or	(3)
COMP 494 – Research Methods ***	
***COMP 494 is required for students in the CIS major.	
PHIL 333 – Professional Ethics	(3)
or	
PHIL 371 – Ethics, Science, Technology, and the Environment	
ENGL 255 – Introductory Composition (see English Writing Skills Requirement above)	(3)

Biological Sciences – specific requirements

In addition to the BSc program general requirements, a major in Biological Sciences involves the completion of 45 credits of core and elective courses.

The Biological Sciences major cannot be combined with the **Biology minor** or the **Human Science minor**.

Core courses

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

(24 credits)

BIOL 204 – Principles of Biology I (lab component)	(3)
BIOL 207 – Principles of Biology II * (lab component) *BSc Human Science major students in the Post Diploma route who have a Biology lab component in their diploma may choose either BIOL 205 or BIOL 207.	(3)
BIOL 230 – Human Physiology (lab component)	(6)
or	
BIOL 235 – Human Anatomy and Physiology	
HLST 200 – Introduction to Human Health I	(3)
BIOL 341 – Human Genetics	(3)
BIOL 401 – Cell Biology	(3)
At least one of the following project courses:	(3)
ASTR 495 - Astronomy and Astrophysics Projects I	
or	
BIOL 495 – Biology Projects	

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or	
CHEM 495 – Chemistry Projects	
or	
ENSC 495 – Environmental Science Projects	
or	
GEOG 495 – Geography Projects I	
or	
GEOL 495 – Geology Projects I	
or	
NUTR 495 – Nutrition Projects	
or	
PHYS 495 – Physics Projects I	
or	
SCIE 495 – Science Projects I	

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Elective courses

(21 credits)

Students complete a minimum of 21 credits selected from the list of courses below. All 21 credits must be at the senior (300 to higher) level. A minimum of 6 credits must include science lab components. Courses that are not listed here but which are easily demonstrated to have mainly Biological Sciences content may be considered towards the elective credit requirements.

BIOL 310 – Biology of Human Sexuality	(3)
BIOL 320 – Comparative Anatomy of the Vertebrates (lab component)	(3)
BIOL 325 – Introductory Microbiology (lab component)	(3)
BIOL 345 – Ecology (lab component)	(3)
BIOL 480 – Immunology (lab component)	(3)
BIOL 495 – Biology Projects I	(3)
BIOL 496 – Biology Projects II	(3)
CHEM 301 – Introduction to Biochemistry	(3)
CHEM 350 – Organic Chemistry I (lab component)	(3)

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CHEM 360 – Organic Chemistry II (lab component)	(3)
CHEM 495 – Chemistry Projects I	(3)
CHEM 496 – Chemistry Projects II	(3)
NUTR 330 – Introductory Nutrition	(3)
or	
NUTR 331 – Nutrition for Health	
NUTR 405 – Nutrition for Health and Disease	(3)
NUTR 406 – Modern Concepts in Nutrition	(3)
NUTR 495 – Nutrition Projects I	(3)
NUTR 496 – Nutrition Projects II	(3)
HADM 336 – Community Health Planning	(3)
HADM 379 – Introduction to Epidemiology	(3)
HLST 301 – Complementary and Alternative Therapies	(3)
PSYC 355 – Cognitive Psychology	(3)

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PSYC 302 – Biological Psychology	(3)

Recommended options

As the following courses are pre-requisites to some electives, they are recommended options for students in the Biological Sciences major.	
CHEM 217 – Chemical Principles I (lab component)	(3)
CHEM 218 – Chemical Principles II (lab component)	(3)

Additional program regulations

1. Athabasca University may grant transfer credit for individual Computer Science courses that were completed more than 5 years ago if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied. Visit the **Transfer Credit Services** section of the Calendar for more information regarding transfer credit towards the BSc program.
2. Students holding a computing-related diploma from an approved college or technical institute that is more than 5 years old may be admitted to the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of

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employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.

3. If the following courses are over 10 years old: BIOL 325, BIOL 341, BIOL 401, BIOL 480, CHEM 301, and NUTR 406; Athabasca University may grant transfer credit if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.
4. An individual course can only be used to fulfill one requirement in the program. For example, no course can be used to complete the specific requirements of both the major and the minor. Also, a course that fulfills the BSc program general requirements cannot be used to satisfy the specific requirements of either the major or the minor.
5. Preparatory (100 level) courses cannot be used to fulfill the requirements of the Post Diploma program.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science, Minor in Applied Mathematics

Regulations effective Sep. 1, 2024.

A BSc, Minor in Applied Mathematics at Athabasca University is designed to expose students with a wide range of mathematics topics aimed at developing skills that can be directly applied in fields such as computer science, finance, biology, engineering, and other math-related disciplines.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Applied Mathematics involves the completion of 24 credits of core and elective courses. The Applied Mathematics Minor cannot be combined with the Applied Mathematics Major.

Core courses

(9 credits)

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	MATH 266 – Introduction to Calculus II	(3)
	MATH 270 – Linear Algebra I	(3)
	MATH 271 – Linear Algebra II	(3)

Elective courses

(15 credits)

Students complete a minimum of 15 credits selected from the Mathematics (**MATH**) discipline. A minimum of 6 credits must be at the senior (300 or higher) level.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 15, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science, Minor in Architecture

Regulations effective Sep. 1, 2024.

The BSc Minor in Architecture provides undergraduates with an opportunity to explore the discipline of Architecture. Students will experience design studios along with history, theory, and building science courses—all with an emphasis on sustainability.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Architecture involves the completion of 24 credits of core courses.

Core courses

(24 credits)

ARCH 200 – History of Ideas in Architecture I	(3)

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ADST 200 – Foundations of Design I	(3)
APST 215 – Introduction to Graphic Representation	(3)
ADST 205 – Foundations of Design II	(3)
APST 230 – Materials, Properties, and Applications	(3)
APST 240 – Introduction to Structures	(3)
APST 470 – Building Envelope and Assemblies	(3)
APST 480 – Mechanical Equipment of Buildings	(3)

Please note: students interested in a major in Architecture should instead review the program regulations for the **Bachelor of Science in Architecture** program.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 15, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science, Minor in Artificial Intelligence and Machine Learning

Regulations effective Sep. 1, 2024.

The Artificial Intelligence and Machine Learning Minor will give learners a solid foundation in machine learning and intelligent algorithms which are essential to the design of intelligent information systems for information processing, data analytics, and data driven complex decision-making in Artificial Intelligence and Machine Learning in business, healthcare, education, humanities, social sciences, interdisciplinary studies, biology, and environmental sciences.

Artificial Intelligence and Machine Learning are in great demand in academia and industry. AU offers several courses on topics related to Artificial Intelligence and Machine Learning. Once you have completed the Bachelor of Science, degree students have the opportunity to apply to the Graduate Certificate in Data Analytics (GCDA).

Specific requirements

In addition to the BSc program general requirements and the specific

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requirements of the chosen major, a Minor in Artificial Intelligence and Machine Learning involves the completion of 24 credits of core and elective courses.

Core courses

(18 credits)

MATH 265* – Introduction to Calculus I	(3)
or	
MATH 270 – Linear Algebra I	
COMP 206 – Introduction to Computer Programming (C++)	(3)
or	
COMP 218 – Introduction to Computer Programming with Python*	
or	
COMP 268 – Introduction to Computing Programming (Java)	
* COMP 218 is highly recommended; however, students taking the Computing and Information Systems Major must choose one of the programming courses (COMP 206, COMP 218, COMP 268) that has not already been completed towards the major.	
COMP 272 – Data Structures and Algorithms**	

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or	(3)
COMP 372 – Design and Analysis of Algorithms	
MATH 315* – Methods in Applied Statistics**	(3)
COMP 456 – Artificial Intelligence	(3)
COMP 458 – Machine Learning (Under development)	(3)

Elective courses

(6 credits)

Students complete a minimum of 6 credits selected from the **Science** area of study at a junior or senior or graduate level. Students in the Bachelor of Science with a Computing and Information Systems Major, can take up to 2 Athabasca University **graduate-level computing courses** to fulfill senior-level COMP electives.

Notes:

*Students that have successfully completed either MATH 265 or MATH 270 need to take the course that hasn't been completed. Students that have successfully completed both MATH 265 and MATH 270 can replace the credit with COMP 214: Interactive Technologies or a junior-level programming course.

**Students taking the Applied Mathematics or Human Science Major need to take COMP 272 (unless already successfully completed). Students that are in the Computing and Information Systems Major or students that have already successfully completed COMP 272 need to take COMP 372.

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***Students in the Applied Mathematics Major can fulfill the MATH 315 requirement with COMP 372.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated March 21, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science, Minor in Biology

Regulations effective Sep. 1, 2024.

The Minor in Biology at Athabasca University offers a comprehensive program of study and training in the biological science. It is designed to provide a broad background in biology while allowing students significant flexibility in choosing courses of interest. Students will be exposed to the fundamental principles of biology, including studies of the structure, organization, and diversity of life. This minor is intended to provide additional qualifications in science-related careers that require an understanding and appreciation of the life sciences, or preparation for graduate work in biology.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Biology involves the completion of 24 credit of core and electives courses. The Biology Minor cannot be combined with the Biological Sciences Major.

Core courses

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(6 credits)

BIOL 204 – Principles of Biology I (lab component)	(3)
BIOL 205 – Principles of Biology IIB (home lab version)	(3)
or	
BIOL 207 – Principles of Biology II (lab component)	

Elective courses

(18 credits)

Students complete a minimum of 18 credits chosen from the Biology (**BIOL**) discipline. A minimum of 6 credits must be at the senior (300 or higher) level.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 15, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science, Minor in Business Administration

Regulations effective Sep. 1, 2024.

The Business Administration Minor is designed to complement a student's choice of major. This minor enables a basic grasp of management theory and of technically-based skills in the core business areas of Accounting, Management Science, and Marketing. It will provide students with the relevant skills to enter their chosen career.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Business Administration involves the completion of 24 credits of core and elective courses.

Core courses

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(18 credits)

ADMN 232 – Introduction to Management	(3)
ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting	
MKTG 396 – Introduction to Marketing	(3)
MGSC 368 – Introduction to Production and Operations Management	(3)
MGSC 369 – Service Operations Management	(3)
MGSC 418 – Supply Chain Management	(3)

Elective courses

(6 credits)

Students complete a minimum of 6 credits chosen from the **Business and Administrative** area of study at a junior or senior level.

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Bachelor of Science, Minor in Computing

Regulations effective Sep. 1, 2024.

The Minor in Computing is intended for students with an interest in computer programming and application development. It provides foundations in the skills, techniques and technologies used to build digital tools and applications, offering the opportunity to develop skills in programming, data management, systems analysis, and interaction design. Students may elect to explore other important areas of computing such as operating systems and networking should they wish, leading to a solid background in computer science.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Computing involves the completion of 24 credits of core and elective courses. The Computing Minor cannot be combined with the Computing and Information Systems Major.

Core courses

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(15 credits)

COMP 206 – Introduction to Computer Programming (C++)	(3)
or	
COMP 268 – Introduction to Computer Programming (Java)	
COMP 214 – Interactive Technologies	(3)
COMP 272 – Data Structures and Algorithms	(3)
COMP 361 – Systems Analysis and Design	(3)
COMP 378 – Introduction to Database Management	(3)

Elective courses

(9 credits)

Students complete a minimum of 9 credits selected from the Computer Science (**COMP**) discipline at a junior or senior level.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 15, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science, Minor in Finance Management

Regulations effective Sep. 1, 2024.

Students who choose the Minor in Finance Management will graduate with a basic grasp of the theory behind Management and Economics disciplines as well as the technically-based skills used in the core business areas of accounting and finance.

Specific requirements

In addition to the BSc program general requirements and the specific requirement of the chosen major, a Minor in Finance Management involves the completion of 24 credits of core and elective courses.

Core courses

(18 credits)

ADMN 232 – Introduction to Management	(3)

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ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting	
FNCE 370 Overview of Corporate Finance	(3)
FNCE 401 – Investments	(3)
or	
FNCE 403 – Risk Management	

Elective courses

(6 credits)

Students complete a minimum of 6 credits chosen from the Finance (**FNCE**), Economics (**ECON**), or Accounting (**ACCT**) disciplines at a junior or senior level.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Bachelor of Science, Minor in Game Design and Development

Regulations effective Sep. 1, 2024.

The Game Design and Development Minor is aimed at those interested in the computer gaming industry and related fields. While offering some programming, the minor focuses mainly on the broader game design process. It provides opportunities to gain practical and creative skills in developing stories, designs and systems as part of a games development team, or in creating small games and game-like, or gamified, applications.

Note: Those looking to gain their programming and computing skills needed to develop complex video games should instead consider the more technically-focused **Game Programming minor** instead.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Game Design and Development

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involves the completion of 24 credits of core and elective courses.

Core courses

(15 credits)

COMP 230 – Storyboard Design and Development	(3)
COMP 282 – Social Aspects of Games, Leisure, and Entertainment	(3)
COMP 283 – Effective Use of Myths and Facts in Computer Games	(3)
COMP 318 – Introduction to Game Design and Development	(3)
COMP 486 – Mobile and Internet Game Development	(3)

Elective courses

(Students select a minimum of 9 credits from the list below)

COMP 206 – Introduction to Computer Programming (C++)	(3)
COMP 232 – Graphics Design	(3)
COMP 268 – Introduction to Computer Programming (Java)	(3)
COMP 306 – C++ for Programmers	(3)

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COMP 214 – Interactive Technologies	(3)
COMP 266 – Introduction to Web Programming	(3)
COMP 272 – Data Structures and Algorithms	(3)
COMP 308 – Java for Programmers	(3)
COMP 369 – Practical Game Programming	(3)
COMP 361 – Systems Analysis and Design	(3)
COMP 378 – Introduction to Database Management	(3)
COMP 390 – Computer Graphics	(3)
COMP 452 – Artificial Intelligence for Game Developers	(3)
COMP 466 – Advanced Technologies for Web-Based Systems	(3)
COMP 482 – Human Computer Interaction	(3)
COMP 489 – Distributed Computing	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Bachelor of Science, Minor in Game Programming

Regulations effective Sep. 1, 2024.

This minor is designed for those interested in entering the game industry or developing and publishing their own games. The four core courses are ones all game designers and developers need. Moreover, with a variety of elective courses, students can choose to focus on the courses that nurture their skills set for careers in the game industry.

Specific requirements

In addition to the **BSc program general requirements** and the specific requirements of the chosen major, a Minor in Game Programming involves the completion of 24 credits of core and elective courses.

Core courses

(15 credits)

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COMP 206 – Introduction to Computer Programming (C++)	(3)
or	
COMP 306 – C++ for Programmers	
COMP 318 – Introduction to Game Design and Development	(3)
COMP 369 – Practical Game Programming	(3)
COMP 390 – Computer Graphics	(3)
COMP 452 – Artificial Intelligence for Game Developers	(3)

Elective courses

(Students select a minimum of 9 credits from the list below)

COMP 214 – Interactive Technologies	(3)
COMP 230 – Storyboard Design and Development	(3)
COMP 232 – Graphics Design	(3)
COMP 266 – Introduction to Web Programming	(3)
COMP 268 – Introduction to Computer Programming (Java)	(3)

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COMP 272 – Data Structures and Algorithms	(3)
COMP 282 – Social Aspects of Games, Leisure, and Entertainment	(3)
COMP 283 – Effective Use of Myths and Facts in Computer Games	(3)
COMP 308 – Java for Programmers	(3)
COMP 314 – Operating Systems	(3)
COMP 347 – Computer Networks	(3)
COMP 348 – Network Programming in Java	(3)
COMP 361 – Systems Analysis and Design	(3)
COMP 378 – Introduction to Database Management	(3)
COMP 466 – Advanced Technologies for Web-Based Systems	(3)
COMP 482 – Human Computer Interaction	(3)
COMP 486 – Mobile and Internet Game Development	(3)
COMP 489 – Distributed Computing	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Bachelor of Science, Minor in Geoscience

Regulations effective Sep. 1, 2024.

The Geoscience Minor acquaints students with basic aspects of the physical and natural systems that operate on Earth, within it, as well as in its atmosphere. The minor requires the completion of four core geoscience courses as well as four electives in related geoscience and science. It can be combined with any BSc major. Completion of the minor allows students to find employment in a wide range of sectors including environmental, government and consulting services.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Geoscience involves the completion of 24 credits of core and elective courses.

Core courses

(12 credits)

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GEOL 200 – Introductory Physical Geology	(3)
GEOL 201 – Introductory Historical Geology	(3)
GEOG 265 – Introductory Physical Geography I	(3)
GEOG 266 – Introductory Physical Geography II: Lithosphere and Biosphere	(3)

Elective courses

(12 credits)

Students complete a minimum of 12 credits chosen from the following disciplines:

- Geology (**GEOL**)
- Geography (**GEOG**)
- Geophysics*
- Environmental Science (**ENSC**)

A minimum of 6 credits must be at the senior (300 or higher) level. Courses which are easily demonstrated to have closely-related science content (e.g. CHEM 350) may be considered towards the credit requirements.

*Note: AU does not currently offer Geophysics courses, but may accept external courses as transfer credit to be used towards the Geoscience electives.

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Bachelor of Science, Minor in Human Science

Regulations effective Sep. 1, 2024.

The Human Science Minor at Athabasca University offers students a customizable program of study to obtain expertise in the biology and health of the human body. This minor is designed to provide a background in human biology while allowing significant flexibility for students to choose courses of interest in human health, community health, nutrition, and psychology. It is intended to prepare students for careers in the life sciences, further study in programs such as medicine or graduate work in biology and health-related disciplines. Students will develop an understanding of the chemical and biological processes of the human body and be able to relate this knowledge to aspects of health and development as well as to the human environment.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Human Science involves the completion of 24 credits of core and elective courses. The Human Science Minor cannot be combined with the Biological Sciences Major.

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Core courses

(9 credits)

BIOL 235 – Human Anatomy and Physiology	(6)
HLST 200 – Introduction to Human Health I	(3)

Elective courses

(15 credits)

Students complete a minimum of 15 credits in Human Science electives to be selected from the list of courses below. A minimum of 6 credits must be at the senior (300 or higher) level. Courses that are not listed here but which are easily demonstrated to have mainly Human Science content may be considered towards the credit requirements.

BIOL 204 – Principles of Biology I	(3)
BIOL 205 – Principles of Biology IIB (home lab version)	(3)
or	
BIOL 207 – Principles of Biology II (lab component)	
BIOL 310 – Biology of Human Sexuality	(3)
BIOL 320 – Comparative Anatomy of the Vertebrates (lab	(3)

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component)	
BIOL 325 – Introductory Microbiology (lab component)	(3)
BIOL 341 – Human Genetics	(3)
BIOL 345 – Ecology (lab component)	(3)
BIOL 401 – Cell Biology	(3)
BIOL 480 – Immunology (lab component)	(3)
BIOL 495 – Biology Projects I	(3)
BIOL 496 – Biology Projects II	(3)
CHEM 301 – Introduction to Biochemistry	(3)
CHEM 350 – Organic Chemistry I (lab component)	(3)
CHEM 360 – Organic Chemistry II (lab component)	(3)
NUTR 330 – Introductory Nutrition	(3)
NUTR 405 – Nutrition in Health and Diseases	(3)
NUTR 495 – Nutrition Projects	(3)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
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ANTH 278 – Human Evolution and Diversity	(3)
HADM 336 – Community Health Planning	(3)
HADM 379 – Introduction to Epidemiology	(3)
HLST 301 – Complementary and Alternative Therapies	(3)
PSYC 355 – Cognitive Psychology	(3)
PSYC 402 – Biological Psychology	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 15, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science, Minor in Information Systems Management

Regulations effective Sep. 1, 2024.

The Minor in Information Systems Management provides knowledge essential to effective use of computers and information systems in the business environment from a management perspective. Students will develop a sophisticated understanding of trends and issues related to information systems, and learn how to align information systems with business goals.

It introduces and examines how information systems analysis and management can be used to meet the strategic needs of business and government. The minor's main concern is how businesses use information to improve company operations. Courses in the minor focus on how to design and develop information systems, how to manage information systems in organizations, and how business processes and information systems can align with company goals for financial reporting, control requirements, and IT structure.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Information Systems Management involves the completion of 24 credits of core and elective courses.

Core courses

(15 credits)

CMIS 245 – Microcomputers Applications in Business (Windows)	(3)
COMP 361 – Systems Analysis and Design	(3)
ADMN 232 – Introduction to Management	(3)
CMIS 351 – Managing Information Systems	(3)
CMIS 455 – Accounting Information Systems	(3)

Elective courses

(9 credits)

Students complete a minimum of 9 credits selected from Computer Science (**COMP**), Management Science (**MGSC**), or Computers and Management Information Systems (**CMIS**) disciplines at a junior or senior level.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Bachelor of Science, Minor in Information Systems

Regulations effective Sep. 1, 2024.

The Minor in Information Systems is concerned with the use of computers to support the management of data and information in human systems. It offers an introduction to the main areas of information systems such as database design, systems analysis, and programming, with options to chose from across the spectrum of computing and information systems courses, depending on personal needs and interests. The minor is mainly concerned with applying computer skills within a business context. It will be of particular value to those that need to work with programmers and other computing professionals to build robust, relevant and effective information systems that meet human and business needs, as well as those wishing to apply knowledge of computer systems in other fields of interest.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Information Systems involves the completion of 24 credits of core and elective courses. The Information Systems

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Minor cannot be combined with the Computing and Information Systems Major.

Core courses

(12 credits)

COMP 266 – Introduction to Web Programming	(3)
COMP 214 – Interactive Technologies	(3)
COMP 361 – Systems Analysis and Design	(3)
COMP 378 – Introduction to Database Management	(3)

Elective courses

(12 credits)

Student complete a minimum of 12 credits selected from the Computer Science (**COMP**) discipline at a junior or senior level.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 15, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Bachelor of Science, Minor in Learning Technology

Regulations effective Sep. 1, 2024.

The Learning Technology Minor is primarily aimed at those interested in entering the fields of instructional design, online teaching, or learning technology management, or who wish to work with computers in the fields of education or training. The minor outlines the fundamentals of computing as well as learning theory (e.g. motivation and development). Students will learn some programming, application design, and interaction design skills; gain grounding in models of learning (e.g. behaviourist, cognitivist, and constructivist). It introduces a variety of approaches to teaching and assessment, and to the use or building of digital technologies to support such activities.

Specific requirements

In addition to the BSc program general requirement and the specific requirements of the chosen major, a Minor in Learning Technology involves the completion of 24 credits of core and elective courses.

Core courses

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(15 credits)

EDPY 200 – Educational Psychology	(3)
EDPY 310 – Learning and Instruction	(3)
EDPY 480 – Learning with Technology	(3)
COMP 214 – Interactive Technologies	(3)
COMP 266 – Introduction to Web Programming	(3)

Elective courses

(9 credits)

Students complete a minimum of 9 credits chosen from the following disciplines:

- Education (**EDUC**)
- Educational Psychology (**EDPY**)
- Psychology (**PSYC**)
- Computer Science (**COMP**)

If selecting **PSYC** or **COMP** courses, students may only choose from the courses listed below. The courses with asterisks * are recommended over the courses without.

Courses that are easily demonstrated to have mainly Learning Technology content may be considered towards the elective credit requirements.

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Psychology	
PSYC 210* – Experiential Learning in the Celebration of Diversity	(3)
PSYC 355* – Cognitive Psychology	(3)
PSYC 387 – Learning	(3)
PSYC 389 – Learning Disabilities: Issues and Interventions	(3)
PSYC 401* – Learning Through Life	(3)
Computer Science	
COMP 206 – Introduction to Computer Programming (C++)	(3)
COMP 210 – Introduction to Information Systems and Computer Applications	(3)
COMP 230* – Storyboard Design and Development	(3)
COMP 268* – Introduction to Computer Programming (Java)	(3)
COMP 282 – Social Aspects of Games, Leisure, and Entertainment	(3)
COMP 283 – Effective Use of Myths and Facts in Computer Games	

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	(3)
COMP 306 – C++ for Programmers	(3)
COMP 308 – Java for Programmers	(3)
COMP 318* – Introduction to Game Design and Development	(3)
COMP 361* – Systems Analysis and Design	(3)
COMP 369 – Practical Game Programming	(3)
COMP 390 – Computer Graphics	(3)
COMP 410 – Software Engineering	(3)
COMP 435* – Multimedia Technologies	(3)
COMP 452 – Artificial Intelligence for Game Developers	(3)
COMP 456 – Artificial Intelligence	(3)
COMP 466* – Advanced Technologies for Web-Based Systems	(3)
COMP 482* – Human Computer Interaction	(3)
COMP 494 – Research Methods	(3)

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COMP 495* – Computer and Information Systems Projects	(3)

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Bachelor of Science, Minor in Physical Sciences

Regulations effective Sep. 1, 2024.

The Physical Sciences Minor provides an opportunity for students to enrich their major field of study with fundamental knowledge in chemistry and physics through junior and senior level courses. In addition, students can explore other closely-related disciplines such as astronomy and geophysics.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Physical Sciences involves the completion of 24 credits of core and elective courses.

Core courses

(12 credits)

CHEM 217 – Chemical Principles I	(3)

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CHEM 218 – Chemical Principles II	(3)
PHYS 204 – Physics for Scientists and Engineers I	(3)
PHYS 205 – Physics for Scientists and Engineers II	(3)

Elective courses

(12 credits)

Student complete a minimum of 12 credits selected from the following disciplines:

- Chemistry (**CHEM**)
- Physics (**PHYS**)
- Astronomy (**ASTR**)
- Geophysics*

A minimum of 6 credits must be at a senior (300 or higher) level.

*Note: AU does not currently offer Geophysics courses, but may accept external courses as transfer credit to be used towards the Physical Sciences electives.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Bachelor of Science, Minor in Psychology

Regulations effective Sep. 1, 2024.

The Psychology Minor is intended to meet the needs of students who recognize that an understanding and analysis of psychological processes is an important component of their education. It is designed to provide undergraduate students with a broad overview of topics and domains in psychology.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Psychology involves the completion of 24 credits of core and elective courses.

Core courses

(6 credits)

PSYC 289 – Psychology as a Natural Science	(3)

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PSYC 290 – General Psychology	(3)

Elective courses

(18 credits)

Students complete a minimum of 18 credits selected from the discipline of Psychology (**PSYC**). A minimum of 6 credits must be chosen from the following:

PSYC 323 – Developmental Psychology	(3)
PSYC 355 – Cognitive Psychology	(3)
PSYC 356 – Introduction to Personality Theories and Issues	(3)
PSYC 379 – Social Psychology	(3)
PSYC 387 – Learning	(3)
PSYC 402 – Biological Psychology	(3)
PSYC 435 – Abnormal Psychology	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Bachelor of Science, Minor in Web Development

Regulations effective Sep. 1, 2024.

The Minor in Web Development teaches the skills needed to design, create, and maintain rich, interactive web-based systems. In addition to grounding in popular web programming languages as web page development, this minor covers a range of necessary accompanying skills such as database design, systems analysis, and interaction design.

Specific requirements

In addition to the BSc program general requirements and the specific requirements of the chosen major, a Minor in Web Development involves the completion of 24 credits of core and elective courses.

Core courses

(15 credits)

COMP 214 – Interactive Technologies	(3)

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COMP 266 – Introduction to Web Programming (Java)	(3)
COMP 361 – Systems Analysis and Design	(3)
COMP 378 – Introduction to Database Management	(3)
COMP 466 – Advanced Technologies for Web-Based Systems	(3)

Elective courses

(9 credits)

Students complete a minimum of 9 credits selected from the list of courses below:

COMP 268 – Introduction to Computer Programming (Java)	(3)
COMP 272 – Data Structures and Algorithms	(3)
COMP 206 – Introduction to Computer Programming (C++)	(3)
COMP 308 – Java for Programmers	(3)
COMP 306 – C++ for Programmers	(3)
COMP 314 – Operating Systems	(3)
COMP 347 – Computer Networks	(3)

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COMP 348 – Network Programming in Java	(3)
COMP 400 – Computer and Network Security	(3)
COMP 409 – Mobile Computing and Commerce	(3)
COMP 435 – Multimedia Technologies	(3)
COMP 470 – Web Server Management	(3)
COMP 482 – Human Computer Interaction	(3)
COMP 486 – Mobile and Internet Game Development	(3)
COMP 489 – Distributed Computing	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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List of university certificates

Regulations effective Sep. 1, 2024.

- University Certificate in Accounting
- University Certificate in Advanced Accounting
- University Certificate in Computers and Management Information Systems
- University Certificate in Computing and Information Systems
- University Certificate in Counselling Women
- University Certificate in Finance
- University Certificate in French Language Proficiency
- University Certificate in Heritage Resources Management
- University Certificate in Human Resources and Labour Relations
- University Certificate in Indigenous Community Economic Development and Planning
- University Certificate in Management Applications
- University Certificate in Management Foundations
- University Certificate in Marketing

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University Certificate in Public Administration

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 15, 2024 by Office of the Registrar (calendar@athabascau.ca)

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University Certificate in Accounting

Regulations effective Sep. 1, 2024.

The University Certificate in Accounting is designed for students who want to develop skills and knowledge appropriate for an accounting professional. The program has been designed so you may, with careful selection of options, complete the courses that make up many levels of the training required by the professional accounting associations.

The University Certificate in Accounting is offered by Athabasca University's **Faculty of Business**, 800.468.6531, or **email**.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, **Mapping Your Future**.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

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Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
- 5 years ago in the CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in

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specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).
3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.
4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.
5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.

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6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
   Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

Program structure

Total credits in the program	30
Required credits	24
Elective credits	6
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits	6

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Required courses

(24 credits)

ACCT 253 – Introductory Financial Accounting	(3)
ACCT 351 – Intermediate Financial Accounting I	(3)
ACCT 352 – Intermediate Financial Accounting II	(3)
ACCT 355 – Cost Analysis	(3)
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
MGSC 301 – Statistics for Business and Economics I	(3)
LGST 369 – Commercial Law	(3)

Electives

(6 credits. See recommendations.)

Business and Administrative Studies courses at the junior (200) or senior (300/400) level. See recommendations below. [1]

Recommendations:

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If planning to pursue the University Certificate in Advanced Accounting, **CMIS 245** and **MKTG 396** should be selected in order to meet prerequisite requirements.

If planning to pursue a professional accounting designation, options should be chosen in consultation with the provincial association of which you are applying.

For more details, visit the **Professional Accounting Education** website.

[1] Change to electives to allow for more flexibility done April 2010 and grandfathered.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

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University Certificate in Advanced Accounting

Regulations effective Sep. 1, 2024.

The University Certificate in Advanced Accounting is designed to build upon the knowledge and skills students developed in the University Certificate in Accounting. Thus, the University Certificate in Accounting (or its equivalent) is required for enrolment in the program.

The University Certificate in Advanced Accounting is offered by Athabasca University's **Faculty of Business**, 1.800.468.6531, or **email**.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, **Mapping Your Future**.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

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Students complete the program regulations in effect at the time of their enrolment.

Transfer credit

Transfer Credit will not be accepted if course(s) completed more than:

- 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
- 5 years ago in the CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

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1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).
3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.
4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.
5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.
6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the

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credits in course work not previously used towards any credential.
Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

Program structure

Total credits in the program	33
Required credits	24
Elective credits	9
Residency requirement. A minimum of 18 credits must be obtained through Athabasca University.	18
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits	6

Required courses

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24 credits

ACCT 451 – Advanced Financial Accounting	(3)
ACCT 454 – Decision Analysis	(3)
CMIS 351 – Management Information Systems	(3)
TAXX 301 – Taxation I	(3)
ACCT 460 – Principles of Auditing	(3)
FNCE 370 – Overview of Corporate Finance	(3)
TAXX 401 – Taxation II	(3)
ADMN 404 – Capstone I: Strategic Management	(3)

Electives

(9 credits. See recommendations.)

Business and Administrative Studies courses at the senior (300/400) level. See recommendations below.

Recommendations:

Please note that these are recommendations only and any selections should be verified with the provincial accounting association in your area.

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MGSC 312 is recommended for **ACCT 454** and may be taken as an option prior to taking this course if not already completed elsewhere.

ADMN 404 assumes previous knowledge in the following subject areas (ACCT/FNCE, MKTG, ECON, ADMN/MGMT) and is recommended to be taken last or with the last set of courses in your program.

If pursuing a professional accounting designation, options should be chosen in consultation with the provincial association of which you are applying. Confirm with your provincial association requirements before selecting.

For more details, visit the **Chartered Professional Accountant** page of our website.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Undergraduate Certificate in Computers and Management Information Systems

Regulations effective Sep. 1, 2024.

The University Certificate in Computers and Management Information Systems is designed to develop skills and expertise in the area of computers and management information systems and provide a foundation for further studies.

This certificate will provide students with knowledge of management principles, techniques, and tools essential to the application of computers and information systems in the business environment. It will also prepare them as a business professional with sophisticated understanding of trends and issues related to information systems. Students will develop an understanding of the more technical aspects of information systems management, and how to align information systems with business goals.

The University Certificate in Computers and Management Information Systems is offered by Athabasca University's **Faculty of Business**, 1.800.468.6531, or **email**.

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Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
- 5 years ago in the CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area of study will not be

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restricted.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).
3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.
4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

encouraged to consult with a student advisor before changing programs.

5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.

6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
   Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

Program structure

Total credits in the program	30
Required credits	21

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Elective credits	9
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University	15
Maximum Prior Learning and Assessment (**PLAR**) credits	6

Required courses

(21 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting	
ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)

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CMIS 214 – Custom Applications with C#	(3)
CMIS 351 – Managing Information Systems	(3)
MGSC 301 – Statistics for Business and Economics (I)	(3)

Electives

(9 credits)

1. Business and Administrative Studies (any level)	(3)
2. Any 6 credits selected from the following:	
CMIS 455 – Accounting Information Systems	(3)
COMM 243 – Interpersonal Communication	(3)
COMP 200 – Introduction to Computing and Information Systems	(3)
COMP 268 – Introduction to Computer Programming (Java)	(3)
COMP 361 – Systems Analysis and Design	(3)
COMP 378 – Introduction to Database Management	(3)
BTMA 320 – Overview of e-Commerce	(3)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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MKTG 396 – Introduction to Marketing	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 24, 2024 by Office of the Registrar (calendar@athabascau.ca)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

University Certificate in Computing and Information Systems

Regulations effective Sep. 1, 2024.

The University Certificate in Computing and Information Systems is designed to provide a solid educational base in computing and information systems. Graduates may use the credits in their future program studies if they wish to pursue a Bachelor of Science – Computing and Information Systems Major.

During this university certificate program, students start with foundational courses that introduce the basics of computing, programming, and web development. Students will comprehend the theories and technologies of computer operating systems, computer networks, system analysis and design, as well as database management. In addition, by completing certain elective courses offered in the program, graduates will gain specialized skills in different IT areas such as database management, system administration, computer programming, or web development.

Refer to the **Faculty of Science and Technology website** for course listings of the various specializations, or consult with the program director for advice.

Students are strongly encouraged to register in ENGL 255 or ADMN 233 early in their program. For further information, refer to **English Writing Skills Requirement**.

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Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, **Mapping Your Future** .

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Transfer credit

Athabasca University may grant transfer credit for individual computer science courses that were completed more than five years ago if proof of currency in the field is provided in the form of a resumé and letter(s) of employment. The letter(s) of employment need to show evidence of activity in this field over the five-year period prior to the request for transfer credit. Other evidence may be accepted if the letter and the resumé cannot be supplied. Science courses that are over 10 years old will be accepted for transfer credit if evidence of employment in a Science or Engineering field is supplied. Visit the **SCIS website** for more information regarding transfer credit time limits in

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relation to SCIS programs.

English writing skills requirement

Students will be exempted* from the English Writing Skills Requirement (ENGL 255) if they have met one of the following criteria:

- have a grade of B- (70 per cent) or better in an Athabasca University English course above the preparatory (100) level, or
- receive transfer credit for an English course in which a grade of B- (70 per cent) or better was achieved.

* Note: The exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

University Certificate General Regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-

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secondary institution.
* Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.

2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).

3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.

4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.

5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.

6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
Students who have a previous credential in the same subject

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area as the certificate cannot enrol in the certificate.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

Program structure

Total credits in the program	33
Required credits	27
Elective credits	6
Residency requirement. A minimum of 18 credits must be obtained through Athabasca University	18
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits	6

Required courses

(27 credits)

COMP 200 – Introduction to Computing and Information Systems	

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	(3)
COMP 268 – Introduction to Computer Programming (Java)	(3)
or	
COMP 206 – Introduction to Computer Programming (C++)	
or	
COMP 218 – Introduction to Computer Programming (Python)	
COMP 266 – Introduction to Web Programming	(3)
or	
COMP 272 – Data Structures and Algorithms	
COMP 314– Operating Systems	(3)
COMP 347 – Computer Networks	(3)
COMP 361 – Systems Analysis and Design	(3)
COMP 378 – Introduction to Database Management	(3)
ENGL 255 – Introductory Composition	

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	(3)
or	
ADMN 233 – Writing in Organizations	
MATH 270 – Linear Algebra I* *MATH 270 may be replaced with a 200-level 3-credit course in Science upon the approval of the program director.	(3)

Electives

(6 credits)

Senior (300/400) level **Computer Science (COMP)** or **Computers and Management Information Systems (CMIS)** credits	(6)

Specific regulation

1. Preparatory (100-level) courses cannot be used to fulfill the requirements of this certificate.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

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University Certificate in Counselling Women

Regulations effective Sep. 1, 2024.

The University Certificate in Counselling Women applies contemporary feminist theory to the practice of counselling. The program develops basic counselling skills with a particular emphasis on acquiring crisis intervention skills.

The program is ideal for professionals and volunteers—crisis workers, social workers, family life educators, adult educators, nurses, teachers, and vocational counsellors—who will acquire the skills to help women solve specific and everyday problems.

The elective courses can consist of Athabasca University courses and approved courses from other institutions. The certificate can be transferred to other programs at Athabasca University and other universities if the courses fit the requirements at the receiving institution. Students who are planning to complete the certificate in one year (based on a full-time Student Finance study plan) should first discuss their plan with the **Program Coordinator**.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

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Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).

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4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.
5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.
6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
   Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.
7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Program structure

Total credits in the program	30
Required credits	21
Elective credits	9
Residency requirement. A minimum of 6 credits must be obtained through Athabasca University	6
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits	15

Required courses

(21 credits)

WGST 305 – Decolonializing Mental Health	(3)
PSYC 345 – The Psychology of Gender and Sexuality	(3)
PSYC 347 – Introduction to Feminist Counselling	(3)
WGST 201 – An Introduction to Women's and Gender Studies	(3)

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WGST 302 – Communication Skills and Counselling Practice	(3)
WGST 310 – Feminist Approaches to Counselling Women	(3)
WGST 499 – Final Project	(3)

Electives

(Select 9 credits from the following)

Alternative courses not listed below may be acceptable with permission of the program coordinator.

Any senior (300/400) level **WGST** course	
Any senior level (300/400) level **PSYC** course	
ENGL 255 – Introductory Composition	(3)
ENGL 307 – Women in Literature	(3)
ENGL 308 – Indigenous Literature in Canada	(3)
SOCI 378/CMNS 385 – Rebel With a Cause: Social Movements in History and Popular Culture	(3)
INST 358 – Aboriginal Women in Canada	(3)

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POEC 395 – Political Economy of Development: People, Processes, and Policies	(3)
POLI 350 – Women in Canadian Politics	(3)
CMNS 419 – Digital Storytelling	(3)
INST 420 – Indigenous Resistance	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

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University Certificate in Finance

Regulations effective Sep. 1, 2024.

The University Certificate in Finance program provides students with the skills and knowledge appropriate for financial services professionals. The program has been designed so that, through careful selection of options, students may complete the major portion of the training required by various professional financial services associations. All credit earned in the UC: Finance program can be transferred into the Bachelor of Commerce or Bachelor of Management programs at Athabasca University.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Planning your program

Our online **program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, **Mapping Your Future**.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

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Program requirements

Students complete the program regulations in effect at th time of their enrolment.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
- 5 years ago in the CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in

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specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).
3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.
4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.
5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.

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6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
   Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

Program structure

Total credits in the program	30
Required credits	21
Finance Major Elective credits	6
Option credits	3
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University	15
Maximum Prior Learning Assessment and Recognition (**PLAR**)	6

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credits	

Required courses

(21 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting (ACCT 253 is recommended for those planning to pursue the Bachelor of Commerce or the QAFP/CFP certification)	
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
ECON 385 – Money, Banking, and Canadian Financial Institutions	(3)
FNCE 322 – Personal Finance	(3)
FNCE 370 – Overview of Corporate Finance	(3)
MGSC 301 – Statistics for Business and Economics I	(3)

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Finance Major Electives

(Select 6 credits from the following)

Any combination of Economics (**ECON**) or Finance (**FNCE**) courses (with a maximum of 3 credits at the junior (200) level) not obtained as a core course, or **TAXX 301****	6

Options

(3 credits)

Business and Administrative Studies at the junior (200) or senior (300 or 400) level**	3

** Recommendation: **FNCE 249**, **FNCE 323**, and FNCE 350 are recommended for QAFP certification (FNCE 350 is currently in development; LGST 369 can satisfy if needed prior to opening). A degree is required in order to meet requirements for the Certified Planner certification such as the Bachelor of Commerce with a Major in Finance. This certificate can ladder into the degree program.

If planning to pursue Bachelor of Commerce, Finance Major, refer to **program regulation recommendations** or contact an advisor for assistance in planning your courses.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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University Certificate in French Language Proficiency

Regulations effective Sep. 1, 2024.

The University Certificate in French Language Proficiency allows students to obtain a credential by taking only French courses. Completion of this certificate provides functional competence in oral and written French. Courses taken towards completion of the Certificate may be transferred to the BA French Major or the BA French Concentration.

For information about bursaries for French language teachers and those teaching in French, contact your nearest career development centre. Bursaries are only available to Alberta residents.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, **Mapping Your Future**.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

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Program requirements

Students complete the program regulations in effect at the time of their enrolment.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).
3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous

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incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.

4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.

5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.

6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
   Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

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Program structure

Total credits in the program	30
Required credits	21
Elective credits	9
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits	None permitted

Required courses

(21 credits)

FREN 200 – First Year University French I	(3)
FREN 201 – First Year University French II	(3)
FREN 362 – Second Year University French	(6)
FREN 375 – Vocabulary Expansion	(6)
FREN 301 – Composition française	(3)

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Electives

(Select 9 credits from the following)

Senior (300 and 400) level French courses

Specific regulations

1. Students holding an undergraduate or graduate degree or certificate in French from any post-secondary institution (including Athabasca University) may not enrol in this program.
2. Prerequisites for each course must be fulfilled.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

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University Certificate in Heritage Resources Management

Regulations effective Sep. 1, 2024.

Work in the heritage sector involves many different and specialized practices. These include the work undertaken at archives, at a huge range of museums, interpretive centres, historic places and heritage landscapes, and as part of some types of scientific and cultural activity. These many differences reflect the vitality and range of the contemporary heritage field.

The University Certificate in Heritage Resources Management (HRM) is a comprehensive program of study that is designed for people who want a broad perspective on Heritage Resources Management, who wish to pursue careers or other involvement with heritage resources practice, or who are working or volunteering in the field and who wish to improve their skills in heritage practice.

The HRM program is offered by Athabasca University's Centre for Integrated Studies. All courses are offered in distance format with tutor support.

Heritage Resources Management **website**

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Planning your program

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Program requirements

Students complete the program regulations in effect at the time of their enrolment.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.

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* Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.

2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).

3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.

4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.

5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.

6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
   Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

There is a required practicum component in this program: HERM 491, which serves as the capstone for the certificate. Students must be registered in their final courses, or have completed all other courses before the practicum begins. Before students register for this course, they must demonstrate that they can make adequate arrangements for the completion of the required practicum (see Recommendations below). For more information about the practicum and this program email **hrm@athabascau.ca**

Program structure

Total credits in the program	30
Required credits	30
Residency requirement. At least 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits	None permitted

Required courses

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(30 credits)

HERM 301 – Introduction to Heritage Resources Management	(3)
HERM 312 / HIST 316 – Heritage Research	(3)
HERM 322 – Heritage Collections	(3)
HERM 327 – Heritage Policy in Canada	(3)
HERM 339 – Conservation	(3)
HERM 342 – General Principles of Planning Historic Places	(3)
HERM 361 – Interpretive Programming	(3)
PHIL 334 – Professional Ethics in Heritage Resources Management	(3)
HERM 491 – Heritage Certificate Practicum *	(6)

Recommendations

* The practicum requires the completion of a 240-hour project. In consultation with the professor of the Heritage Resources Management Program, students will identify in advance on their application for enrolment in the practicum details of their practicum project and a suitable on-site practicum supervisor. The professor will act as the course professor for the practicum. Students should plan to make application for their practicum several months before they

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plan to begin it. The application is to be submitted to the **HRM program** . Please see HERM 491 syllabus for the application and details.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated March 13, 2025 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

University Certificate in Human Resources and Labour Relations

Regulations effective Sep. 1, 2024.

The University Certificate in Human Resources and Labour Relations is offered by the **Centre for Social Sciences**. This is an integrated, multidisciplinary program of courses that examines employment relations within their social, legal, political, and economic contexts. This certificate will be of interest to trade unionists, managers, human resource specialists and individuals interested in better employment opportunities.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, **Mapping Your Future**.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in this program.

Students are recommended to take **ENGL 255** or **ADMN 233** early in their program.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.
4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.
5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.
6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
   Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.
7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program structure

Total credits in the program	30
Required courses	9
Electives	15
Options	6
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits	15
No preparatory (100-level) courses will count towards this program	

Required courses

(9 credits)

IDRL 215 – Introduction to Labour Relations	(3)
IDRL 320 – The Law of Work	(3)

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HRMT 386 – Introduction to Human Resource Management	(3)

Electives

(15 credits)

Note: A minimum of 6 credits must be selected from the courses in **HRMT** and/or **IDRL** .	
ACCT 253 – Introductory Financial Accounting	(3)
ACCT 355 – Cost Analysis	(3)
All ADMN courses	
ANTH 275 – Faces of Culture: An Introduction to Cultural Anthropology	(3)
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
CMIS 351 – Management Information Systems	(3)
COMM 243 – Interpersonal Communication	(3)
COMM 277 – Group Communication	(3)
COMP 361 – Systems Analysis and Design	(3)

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All ECON courses	
All EDUC courses	
ENGL 255 – Introductory Composition	(3)
All GOVN courses	
HIST 336 – History of Canadian Labour	(6)
All HRMT courses	
All IDRL courses	
All LBST courses	
All LGST courses	
All ORGB courses	
PHIL 252 – Critical Thinking	(3)
PHIL 333 – Professional Ethics	(3)
All POEC courses	
PSYC 200 – Introduction to Career Development	(3)

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PSYC 300 – Theories of Career Development	(3)
PSYC 310 – Learning and Instruction	(3)
PSYC 387 – Learning	(3)
PSYC 401 – Learning Through Life	(3)
PSYC 405 – Creating a Working Alliance	(3)
SOCI 300 – How Humans Organize: From Primary Groups to the World Wide Web	(3)
SOCI 301 – Social Statistics	(3)
SOCI 332 – Women and Unions	(3)
SOCI 345 – Women, Gender and Work in Canada	(3)
SOCI 381 – The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Undergraduate Certificate in Indigenous Community Economic Development and Planning

Regulations amended, effective Jan. 1, 2025.

The University Certificate in Indigenous Community Economic Development and Planning will provide learners with training and in-depth knowledge of the unique context of Indigenous communities, Nations, and organizations:

- The principles of Indigenous business and governance.
- Indigenous law and how it applies to Indigenous communities.
- Economic development and community planning.
- Essentials of project management.
- Unique insight into your community or organization through a community-led capstone project.
- Methods of community engagement and facilitation.

This new and unique program, written and developed by Indigenous business

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scholars and practitioners, is offered only at Athabasca University. This program will enable learners to effectively manage Indigenous organizations and businesses, by integrating traditional and contemporary Indigenous knowledge and principles with management practices. This program prepares learners to meet the needs of Indigenous organizations and to understand the unique context in which they operate.

The University Certificate in Indigenous Community Economic Development and Planning is offered by Athabasca University's **Faculty of Business**, 1.800.468.6531, or **email**.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

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- 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
- 5 years ago in the CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).

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3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.
4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.
5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.
6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
   Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.
7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

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Program structure

Total credits in the program	24
Required credits	21
Options	3
Residency requirement. A minimum of 12 credits must be obtained through Athabasca University	12
Maximum Prior Learning and Assessment (**PLAR**) credits	6

Required courses

(21 credits)

INBU 201 – Introduction to Indigenous Business	(3)
INBU 250 – Financial & Management Accounting for Indigenous Institutions and Organizations	(3)
INBU 330 – Public Administration & Law for Indigenous Business	(3)
INBU 350 – Indigenous Marketing and Data Collection and	

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Analysis	(3)
INBU 386 – Introduction to Indigenous Human Relations	(3)
INBU 461 – Indigenous Community Planning & Development I	(3)
INBU 462 – Indigenous Community Planning & Development II	(3)

Options

(Select 3 credits from the following)

INBU 490 – Applied Research in Indigenous Business	(3)
Any junior (200) level course	(3)
Any senior (300/400) level course	(3)

Information effective Jan. 1, 2025 to Aug. 31, 2025.

Updated January 02, 2025 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

University Certificate in Management Applications

Regulations effective Sep. 1, 2024.

The University Certificate in Management Applications is designed for students who want a broad perspective in administration and administrative skills.

The University Certificate in Management Applications is offered by Athabasca University's **Faculty of Business**, 800.468.6531, or **email**.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, **Mapping Your Future**.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Transfer credit

Transfer Credit will not be accepted if course(s) completed more than:

- 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
- 5 years ago in the CMIS (all levels);
- 10 years ago in Statistics (all levels).

Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted. If you are currently working in the field and provide evidence of work being completed, this restriction may be waived.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in

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specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).
3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.
4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.
5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing**

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Programs) to the degree.

6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
   Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

Program structure

Total credits in the program	30
Required credits	24
Option credits	6
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (**PLAR**)	6

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credits	

Required courses

(24 credits)

ACCT 250 – Accounting for Managers	(3)
or	
ACCT 253 – Introductory Financial Accounting*	
CMIS 245 – Microcomputer Applications in Business (Windows)	(3)
CMIS 351 – Management Information Systems	(3)
ORGB 364 – Organizational Behaviour	(3)
FNCE 370 – Overview of Corporate Finance	(3)
or	
FNCE/ECON 300 – Financial Economics	
HRMT 386 – Introduction to Human Resource Management	(3)

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LGST 369	**Commercial Law**	(3)
MKTG 396	**Introduction to Marketing**	(3

* Students who are pursing a professional accounting designation are advised to take ACCT 253.

Options

(6 credits)

Business and Administrative Studies credits, with a maximum of three credits at the preparatory (100) or junior (200) level.	(6)

Recommendations

1. To ensure that all prerequisites have been completed, students should register in **ACCT 250** , or **ACCT 253** , and **CMIS 245** before choosing other courses in the required courses list.
2. Students wishing to do a block transfer to the University of Lethbridge Bachelor of Management must choose **FNCE 370** as required courses.
3. Students wishing to do a block transfer to the University of Lethbridge Bachelor of Management must take **ACCT 355** as one of their Business and Administrative Studies options.
4. Students who have not taken any writing courses or who wish to improve their writing skills are advised to take **ADMN 233** as one of their Business and Administrative Studies options.

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5. Students should take **MGSC 301** (if not already taken the equivalent) as one of their Business and Administrative Studies options to meet the prerequisite requirement for **FNCE 300** or **FNCE 370** .

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated October 10, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

University Certificate in Management Foundations

Regulations effective Sep. 1, 2024.

The University Certificate in Management Foundations is designed to provide students with a foundational knowledge in business management. As such, there are no prerequisites for the required courses in this certificate. This structure will appeal to a broad student body.

The University Certificate in Management Foundations is offered by Athabasca University's **Faculty of Business**, 800.468.6531, or **email**.

Planning your program

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Counselling Services offers an assessment website, **Mapping Your Future**.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Students complete the program regulations in effect at the time of their enrolment.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
- 5 years ago in the CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).
3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.
4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.
5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.
6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the

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credits in course work not previously used towards any credential.
Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

Program structure

Total credits in the program	30
Required credits	24
Option credits	6
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits	6

Required courses

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(24 credits)

ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
ADMN 233 – Writing in Organizations	(3)
COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
ADMN 417 – International Business Management	(3)
or	
ECON 401 – The Changing Global Economy	
ECON 247 – Microeconomics	(3)
ECON 248 – Macroeconomics	(3)
MGSC 301 – Statistics for Business and Economics I	(3)

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PHIL 252 – Critical Thinking	(3)
or	
PHIL 333 – Professional Ethics	
or	
PHIL 337 – Business Ethics	

Options

(6 credits)

1.	Senior (300/400) level **Business and Administrative Studies** credits	(3)
2.	**Non "Business and Administrative Studies"** credits at any level	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
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University Certificate in Marketing

Regulations effective Sep. 1, 2024.

The University Certificate in Marketing program offers recent analytical frameworks and tools necessary in understanding consumers, market trends, and competitive marketing strategies in the global economy. The program also emphasizes the development of critical and strategic thinking skills, and the enhancement of abilities to make rigorous decisions in different areas of marketing.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, **Mapping Your Future**.

Athabasca University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

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Students complete the program regulations in effect at the time of their enrolment.

Transfer credit

Transfer credit will not be accepted if course(s) completed more than:

- 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
- 5 years ago in the CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. **Transfer credit** being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).
3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.
4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.
5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.
6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the

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credits in course work not previously used towards any credential.
Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

Program structure

Total credits in the program	30
Required courses	27
Electives	3
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University	15
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits	6

Required credits

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(27 credits)

ADMN 232 – Introduction to Management	(3)
or	
ADMN 201 – Introduction to Business Studies	
BTMA 320 – Overview of e-Commerce	(3)
ECON 247 – Microeconomics	(3)
LGST 369 – Commercial Law	(3)
MGSC 301 – Statistics for Business and Economics I	(3)
MKTG 396 – Introduction to Marketing	(3)
MKTG 406 – Consumer Behaviour	(3)
MKTG 440 – Marketing Strategy	(3)
MKTG 466 – Marketing Research	(3)

Electives

(3 credits)

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COMM 243 – Interpersonal Communication	(3)
or	
COMM 277 – Group Communication	
MGSC 312 – Statistics for Business and Economics II	(3)
MKTG 410 – e-Marketing	(3)
MKTG 414 – International Marketing and Exporting	(3)
Any Marketing course not taken previously from the above list.	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

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University Certificate in Public Administration

Regulations effective Sep. 1, 2024.

The University Certificate in Public Administration is designed for students who aspire to careers in, or working with, organizations in the public and non-profit sectors. While many management principles are universally applicable, the UC-PADM focuses on administration at the municipal, provincial, and federal levels of government, as well as non profit and quasi governmental organizations. Students will take courses in management, policy, legal studies, and Indigenous studies. They can also take courses in such areas as communications, criminal justice, governance, human services, and women's and gender studies.

Students may find this certificate useful to enter or re-enter the job market, to change careers, or for promotion in the public sector and/or non profit sector, or to provide a foundation for further studies.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, **Mapping Your Future** .

Athabasca University has developed **program learning outcomes** that

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describe the career options that may be available to you upon graduating.

Ladder this certificate into the BPA degree program

This certificate can be taken in partial fulfillment of the 60-credit admission requirements for the Bachelor of Professional Arts (BPA) program. It can also be used for the first 30 credits taken as the third year of all four of the BPA majors: **Communication Studies**; **Criminal Justice**; **Governance, Law, and Management**; and **Human Services**.

Students planning to use 18 to 30 credits within the diploma toward the 60-credit total for degree completion must not take more than 12 junior credits (courses at the 200 level), including an English Language Assessment recommended skill-building course at the 100 level, if required. See English Language Assessment below.

Students pursuing this option should consult the **online program plans** to see how this certificate can ladder into the BPA major of your choice. **Advising Services** can assist you in selecting the courses needed to fulfill your program requirements.

English language assessment

Applicants to the UC-PADM are strongly advised to take the English Language Assessment (ELA). Based upon the applicant's ELA results, a recommendation will be made as to which writing skills course is appropriate. Those applicants whose test results suggest they would benefit from skill building courses at the

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100 level can register in **ENGL 155** : Developing Writing Skills; **ENGL 177** : English for Academic Purposes; or **PHIL 152** : Basics in Critical Thinking, Reading, and Writing and that course will count as a Junior Option.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

University certificate general regulations

The following general regulations apply to all certificate programs.

University certificate programs provide interim qualifications in specific subject areas. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see **Graduation**).

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3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.

4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.

5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see **Changing Programs**) to the degree.

6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
   Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

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Program structure

Total credits in the program	30
Required credits	15
Elective credits	12
Option credits	3
Minimum CMNS, CRJS, GOVN, or HSRV credits required to use UC-PADM to satisfy requirements in a BPA major (courses in LGST can be used in UC-PADM to ladder into the BPA-CRJS major)	9
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (**PLAR**) credits	15

Required courses

(15 credits)

Students should register in **ADMN 232** or **HSRV 201** or **CMNS 201** or **LGST 230** or **ENGL 255** or **PHIL 252** early in their program.

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ADMN 232 – Introduction to Management	(3)
or	
HSRV 201 – Social Work and Human Services	
or	
CMNS 201 – Introduction to Mass Media	
or	
LGST 230 – The Canadian Legal System	
ENGL 255* – Introductory Composition	(3)
or	
PHIL 252* – Critical Thinking	
* Note: Students who have taken a course deemed equivalent to one of these courses (ENGL 255 or PHIL 252) will be required to take the other course.	
INST 203** – Indigenous Studies I	

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or	
INST 205 – Indigenous Studies II**	(3)
**Note: Student who have taken a course deemed equivalent to one of these courses (INST 203 or INST 205) will be required to take the other course.	
GOVN/POLI 301 – Public Governance, the Public Sector and Corporate Power	(3)
or	
GOVN 380/HSRV 363 – Nonprofit and Voluntary Sector Governance	
or	
GOVN/POLI 405 – Innovative Public Management	
GOVN 390 – Public Policy and Administrative Governance	(3)
or	
GOVN/POLI/GLST 403 – Public Policy in a Global Era	
or	

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HSRV 322 – Ideology and Policy Evolution	
or	
CMNS 401 – Cultural Policy in Canada	

Elective courses

(12 credits)

Select four courses from the following list:

ADMN 232 – Introduction to Management	(3)
HSRV 201 – Social Work and Human Service	(3)
CMNS 201 – Introduction to Mass Media	(3)
CMNS 202/LGST 291 – Media and Power in Canadian Society	(3)
LGST 230 – The Canadian Legal System	(3)
CMNS/GOVN 444 – Media Relations	(3)
CRJS/GOVN/LGST 377 – Issues in Access to Information and Protection of Privacy	(3)
CRJS 370 – Youth Justice	(3)

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GLST 205 – Building Blocks of Global Studies: Overview of Approaches, Concepts, and Issues	(3)
GLST/ENVS 243 – Environmental Change in a Global Context	(3)
ENVS 305 – Environmental Impact Assessment	(3)
ENVS 435 – Transformative Change in Building Sustainable Communities	(3)
Any statistics course:	(3)
such as:	
CMNS 308 – Understanding Statistical Evidence	
or	
SOCI 301 – Social Statistics	
ECON 247 – Microeconomics	(3)
or	
ECON 248 – Macroeconomics	
All GOVN courses	

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All HRMT courses	
All IDRL courses	
All INST courses	
All LGST courses	
All POLI courses	
All POEC courses	
SOCI 381 – The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
Any women-focused or gender studies course:	(3)
such as:	
All WGST courses	
or	
ANTH 375 – The Anthropology of Gender	
or	

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HSRV 470 – Advocacy from the Margins	
or	
POLI 350 – Women in Politics	
or	
LGST 390 – Women, Equality, and the Law	
Any professional ethics course:	(3)
such as:	
CMNS 455 – Media Ethics	
or	
All PHIL Professional Ethics courses	

Option courses

(3 credits)

Choose any 3-credit course. Those students with no post-secondary education are encouraged to take a 200-level course. Students with advanced analytical and writing skills might consider taking a 300- or 400-level course.

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Notes:

Students cannot use the same course to satisfy both a required and an elective course requirement.

Students who plan to ladder into the BPA degree program should consult with **Advising Services** to ensure a seamless fit for their Elective and Option courses. Students using this certificate to count toward the first 60 credits of BPA admission are encouraged to select Junior courses. Those students who have 42 credits or more to apply toward admission to a BPA program, or who wish to apply the completed certificate to their 3rd year of a BPA program must complete no more than 12 junior credits within the certificate—only 12 Junior credits are allowed in the Majors, so additional junior courses will not all be transferable.

Students who wish to pursue employment in the federal civil service or foreign affairs are strongly encouraged to take French for their Option courses. Students interested in North American integration should take Spanish. Students interested in governance capacity building for First Nations communities should consider taking an Indigenous language course.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

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University Diploma in Arts

Regulations effective Sep. 1, 2024.

The University Diploma in Arts is designed for students who wish to obtain an intermediate credential that provides a grounding in the intellectual skills required of university studies. It is also a foundation for further studies in Humanities and Social Science.

Planning your program

Our **online program plans** can assist you in selecting the courses needed to fulfill your program requirements.

Athabasca University has developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Students who have completed a more senior-level credential (e.g., bachelor's degree) may not enrol in the University Diploma in Arts program.

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English writing skills requirement

Students must meet the following English writing skills requirement in order to graduate:

- hold credit in **ENGL 255** (students are strongly encouraged to register in ENGL 255 early in their program);
  or
- have a grade of B- (70 per cent) or better in an Athabasca University **English course above the preparatory (100) level** ;
  or
- receive transfer credit for an English course in which a grade of B- or better was achieved.

Program structure

Total credits in the program	60
Minimum credits required	
Senior (300 or 400 level) courses	30
Arts (**Humanities** and **Social Science**)	48

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Humanities	12
Social Science	12
Science area	6
Residency Requirement: A minimum of 24 credits must be obtained through Athabasca University.	24
Maximum credits allowed	
In any one discipline	36
Applied Studies	6
Science	12
At the preparatory level	6
Maximum Prior Learning Assessment and Recognition credits	none permitted

NOTE: The 100-level ENGL courses will not satisfy the Humanities area of study requirement in the University Diploma in Arts program. These courses may count as part of the total number of credits required for the diploma. Refer to **English Writing Skills Requirement**.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Certificate of Completion – English Language Proficiency Program

Regulations effective Sep. 1, 2024.

The English Language Proficiency Program is not an undergraduate program; it is a program comprising specific courses that will help prepare students, particularly those who are not native English speakers, for success in three areas:

1. University entrance and studies. Not only do these courses make university education more accessible to students currently facing language barriers, they also help to ensure that students have the appropriate language skills before they register in other university-level courses.
2. Employment. These courses will help second-language learners gain the language skills they need to enter the workforce, and to enter it at a level that is more commensurate with their other skills, background, and education, and to improve their ability to communicate in the workplace.
3. Social situations. Improved language skills help individuals to maximize their potential in a variety of social and communicative settings.

On successful completion of the program, students will receive a Certificate of

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Completion.

Enrolment requirements

Before enrolling in the program, all students are required to take the online **self-assessment test.** Guidance is available from the English Language Studies **coordinator** or from the staff of the **Write Site.** Prospective students should register for the program as unclassified students (students who are not enrolled in an AU degree, diploma, or certificate program).

Program requirements

To ensure satisfactory progress through the program, it is recommended that students obtain a minimum grade of B before continuing to the next level.

Program structure

Total courses in the program	4 courses
Required course	1 course
Elective courses	3 courses
Residency requirement. A minimum of three courses, including ENGL 155, must be completed through Athabasca University.	3 courses

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Maximum Prior Learning Assessment and Recognition credits	None permitted

Required course

ENGL 155 - Developing Writing Skills	(3)

Electives

A minimum of one or more of the following courses (dependent upon the results of the online **self-assessment test**).

ENGL 140 - Grammar	(0)
ENGL 145 - Reading and Writing for Academic Purposes	(0)

And a minimum of one of the following courses:

ENGL 177 - English for Academic Purposes	(3)
ENGL 189 - English for Business	(3)

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Post-Baccalaureate Certificate in Inclusive Education

Regulations effective Sep. 1, 2024.

This program was previously called the University Diploma in Inclusive Education. It was changed by Alberta Advanced Education, effective July 1, 2019.

The Post-Baccalaureate Certificate: Inclusive Education is intended primarily for teachers and other professionals who wish to enhance their knowledge and skills in the area of inclusion and working with children and youth with diverse learning needs. The program consists of 24 credits following Athabasca University's program requirements outlined below.

Planning your program

AU advisors have developed a **Program Plan** to assist you.

The University has also developed **program learning outcomes** that describe the career options that may be available to you upon graduating.

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Enrolment requirements

Applicants must have a 4-year BEd or a 4-year degree with demonstrated interest or experience working with students with learning and behavioral challenges. Consult the **program coordinator** for determining equivalency. Learners may enrol either on a full- or part-time basis. It is recommended that the certificate be completed in six years.

Students with previous credentials in special education should contact the program coordinator before enrolling in this program.

Program requirements

Students complete the program regulations in effect at the time of their enrolment.

Program structure

Total credits in the program	24
Core course requirements	21
Elective credits	3
Residency Requirements: A minimum of 12 credits must be obtained through AU.	12

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Maximum Prior Learning Assessment and Recognition **(PLAR)** credits	none permitted

Core courses

(21 credits)

EDPY/PSYC 403 – Assessment and Instruction for Students with Diverse Needs	(3)
EDPY 351 – Inclusive Education for Students with Diverse Needs	(3)
EDPY/PSYC 470 – Consultation and Collaboration for Students with Special Needs	(3)
EDPY/PSYC 471 – Supporting Children and Youth with Emotional and Behavioral Challenges	(3)
EDPY/PSYC 389 – Learning Disabilities: Issues and Interventions	(3)
EDPY/PSYC 476 – Technology for Students with Diverse Learning Needs	(3)
EDPY/PSYC 478 – Autism Spectrum Disorder	(3)

Elective courses

(3 credits)

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Choose 3 credits from the following list. Credit from other post-secondary institutions may be applied.

EDPY/PSYC 469 – Principles of Psychological Assessment	(3)
PSYC 365 – Behavior Modification Principles	(3)
PSYC 418 – Special Projects in Psychology	(3)

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Exams and grades

Assignments and examinations are the basic means of evaluating your knowledge and understanding of course content. Your final grade for a course is normally determined by a weighted average of the marks for all assignments and examinations completed in the course. You should review the Course Syllabus of each course you're registered in for specifics.

Requesting your exam

Provides information on how to request all types of exams and where and when you write.

Preparing for your exam

What you need in order to write your exam: student ID, arrive promptly, and check technical requirements.

Writing your exam

What happens if you can't write your exam, time allotments, significant exam disruption, lost exams, and AU's right to request a rewrite.

Proposing

Unwritten/multiple

Supplemental

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new invigilators

If AU's existing network of exam invigilators does not work for you, you might be able to propose a new invigilator.

exams

Information for when you cannot write the exam on the day you requested.

exams

If you are not happy with your initial exam mark, you may write a supplemental exam.

Grouped study examinations

Exam processes are different for students registered in grouped study courses.

Transcript requests

A transcript is a student's official academic record. This section includes information on how to request a transcript, what is included on a transcript, and Letter of Certification.

Marks and Grades

Information on AU's Grading Policy, GPA, notification of marks and grades, final grade processing, and incomplete course work can be found here.

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Requesting your exam

When you are ready to write your examination, you must complete and submit an Examination Request online via myAU. When you request your exam through a virtual invigilator or at an established AU-approved invigilator, you must request your exam at least 10 days prior to your requested write date.

You do not require permission to write an examination; however, we recommend that you discuss your preparedness with your tutor or academic expert. It is a two-stage process:

1. Contact your invigilator and select a date and time to write, and discuss possible fees.
2. Submit your Examination Request Form at least 10 days in advance of your requested write date.

Online – Examination Request Form

If you are not able to complete and submit the online form, a PDF version is also available.

PDF – Examination Request Form

Invigilator fees

Students are responsible for any expenses incurred when writing an exam. Most invigilators request a fee to invigilate exams. Invigilation centres may also charge a fee if you cancel or reschedule your exam.

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Before you submit the request, it is important that you continue to review the following sections.

Where do I write?

Students have options of where they can write their AU exams, but they must be supervised by an AU-approved invigilator/proctor. And invigilator/proctor is a person who supervises students while they are writing an exam.

Students can write through ProctorU, a virtual invigilator, which enables them to write their exam in the comfort of their own home. There are technical requirements that must be met. Visit **ProctorU** for details.

AU has established a Canada-wide Examination Invigilation Network of place-based invigilators.

If you do not have the technical requirements to use virtual invigilation and there is not an approved invigilator within 40 km of your location, contact Examination Services (**examunit@athabascau.ca**) before proposing a new invigilator. There may be one already set up for your area that is not listed.

Athabasca University students living outside Canada can write their examinations with an AU-approved virtual invigilator, or can contact Examination Services to obtain a list of approved place-based invigilators. All invigilators must be approved by Athabasca University in order to supervise an AU exam.

- **Virtual invigilator**
- **Canada-wide examination invigilation network**

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How to propose a new invigilator

If you are requesting to write an exam at an invigilator/proctor not yet established as an AU-approved invigilator, your request must be received 60 days prior to your requested write date.

When do I write?

Students can write any time within their course contract period, but the exam must be requested and completed prior to end date. Students cannot write their exam prior to the course contract start date. If you are near the end of your course contract and are unable to request and write within it, a course extension may be an option. Please see **Course Extensions** as not all students will benefit from an extension.

All examination requests, must be requested 10 days prior to writing and must be written on or before the course contract end date. **Supplemental exams** are an exception and can be written past the contract end date.

You will receive an e-letter notification when your exam request has been processed.

Accessibility services

Students who require exam accommodations must register with Accessibility Services so that exam accommodations are arranged as verified. Some accommodations may require additional time outside of standard timelines. Students who require exam

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accommodations must provide at least 20 days notice between the exam request date and the scheduled write date in order for Accessibility Services to prepare and process exams with the approved accommodations. In rare circumstances, these time limits may be extended to 30 days but this will be noted in your Confirmation of Accommodation letter from Accessibility Services upon registration with the unit. Work with Accessibility Services early to ensure you are accommodated.

Request an exam via the university online Examination Request via myAU and indicate that accommodations are required due to the impact of a disability. Keep in mind you must select the invigilator that you've arranged to provide your accommodations, including virtual invigilator.

More information about services and the accommodation process is found on the Accessibility Services web site.

Online Examination Request

Accessibility Services website

Supplemental exam request

If you are requesting a supplemental exam, you must request within 90 days of the initial write date, and declare a write date within 30 days of making the supplemental exam request.

Oral exams

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If you are registered in a course that has an oral exam, be advised that the exam may be conducted by phone, video conferencing, email, or other methods, and should be arranged between you and your tutor. The evaluation section of the course syllabus will indicate whether the course has an oral quiz or examination, or not.

Grouped study students

Grouped study students write their examination at the same place, date, and time selected by the course professor unless approval for an exception has been obtained in advance.

Examination Appeals

All examination appeals must be made using the **Office of the Registrar Online Appeals Form** . The appeals officer designated by the Registrar has the final authority on all appeals. All decisions on appeals will be communicated in writing to the Appellant.

If the appeals officer has received an appeal in error, it will be redirected accordingly.

For further information on appeals and the appeals process, please review **our website**.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Preparing for your exam

Students must present a valid form of photo identification to an invigilator prior to being allowed to write an exam. The identification must be government issued (passport, driver's licence, etc.) or an Athabasca University-issued photo ID card.

Arrive promptly for your examination to allow for setup time. If you are using a virtual invigilator, it is recommended you double check your technical requirements the day of your exam. If you think you might be late, please contact your invigilator to discuss whether the exam can be written or must be rescheduled.

Check your course website beforehand to determine:

- the maximum amount of time you have to complete the exam,
- if you can bring specific items (like a calculator) into your exam,
- the format of the exam (e.g. multiple choice, short answer, long answer, etc.).

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated August 12, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Writing your exam

For exam security reasons, AU sets the access date of the exam. Online exam access is not available until your course contract start date. The exams can only be opened by an AU-approved invigilator.

To accommodate emergencies, AU provides the ability for the invigilator to access the exam for 5 days after the original write date. The purpose is to accommodate technical issues, weather, emergencies, or other unexpected events that prevent the writing of the exam at the scheduled time. After 5 days, the unwritten exam is no longer available to be written, and you need to request a new exam, except in the case of Supplemental Exams, which must be written as requested.

Arrive on time

Arrive promptly for your examination. **ProctorU** asks that you log in to ProctorU 10 minutes before your scheduled start time. Generally, for exams being written at AU approved invigilators, if you arrive more than 15 minutes late for a scheduled examination, and you have not notified your exam invigilator in advance, you may need to rebook your examination within 5 days. Contact your invigilator for their specific guidelines.

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The 5-day hold period is meant as an emergency buffer, such as technical issues, weather emergencies, or other unexpected events that prevent the writing of the exam at the scheduled time. After the 5-day hold period, the unwritten exam is no longer available to be written.

If you think you might be late, please contact your invigilator to discuss whether the exam can be written or must be rescheduled.

Student identification

Students must present a valid form of photo identification to an invigilator prior to being allowed to write an exam. The identification must be government issued (passport, driver's licence, etc.) or an Athabasca University-issued **photo ID card**.

Examination attempts and time allotments

At the beginning of the invigilation of the exam, a student must verify that the correct exam (midterm or final) for their course has been provided. Once a student has viewed an exam, unless the wrong exam has been sent to the AU-approved invigilator, it will be considered an attempt at the exam and the exam will be considered written, and assigned a grade.

If a student discovers they have been issued or are writing the wrong exam, they must immediately bring the discrepancy to the invigilator's attention. The exam invigilator must contact AU's Examination Services Unit at 780-675-6579. If the Examination Services Unit is closed, the invigilator must contact the unit the

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next business day. Further instructions will be provided to the invigilator and the student.

Students must complete their examinations within the time specified on the official invigilation and examination instructions. An exam will be considered void if the student has exceeded the allowed time that has been specified for the exam. Each case will be evaluated on its own merit and the student will be provided with instructions on how to proceed.

Significant exam disruption

Significant exam disruptions may occur which are beyond the control of the student, invigilator, or AU. These may include, but are not limited to, a utility service disruption or an evacuation of an invigilation centre. AU will ensure an appropriate opportunity to write the exam as provided.

In the event of a significant exam disruption, the invigilator must immediately contact the Examination Services Unit at 780-675-6579. If the Examination Services Unit is closed, the invigilator must contact the unit on the following business day. Further instruction will be provided to the invigilator and the student at that time.

Lost exams

If a student writes an exam under appropriate supervision and the written exam is returned directly to AU from or through an AU-approved invigilator, but the exam or part of the exam is lost, the

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student may be required to be re-tested in order to adequately evaluate the student's knowledge of the subject matter. See the **Undergraduate Lost Exam Policy** for more information.

AU's right to request a rewrite

Athabasca University reserves the right to require that a student re-write an exam. This does not limit the University's right to proceed with charges of **Student Academic Misconduct** or **Non-Academic Misconduct**.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 22, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Proposing new invigilators

AU has the right to refuse a requested invigilator and request that the student submit an alternative invigilator, or request that the student write the examination at an AU-approved invigilator. AU has the right to discontinue the use of an AU-approved invigilator at any time. Before an invigilator may be approved, the University must be able to verify the accuracy of the information presented by the student and proposed invigilator.

Invigilator guidelines

If an AU-approved invigilator is not available in your area, you may propose an individual who meets the guidelines below. The request time is longer than for an exam request with an existing invigilator.

Invigilator environment

- An AU-approved invigilator must be able to provide an

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environment that meets the following conditions:

- A safe and quiet exam writing environment that is free from distraction and disruption.
- A secure method of holding the confidential login and exam information.
- The ability to ensure that an exam is invigilated in accordance with Athabasca University's Invigilation Standards and in accordance with the Exam Invigilation Procedures of the exam.
- The ability to ensure that a student does not have access to the exam outside of the scheduled write date and time.
- The ability to ensure that the student writes the exam within the allotted time to do so.
- The ability to provide a desktop or laptop computer that is compatible with the technology that is required to host the online exam and is located in an environment that is suitable to the writing of the exam.

Invigilation criteria

A proposed invigilator must be fluent in written and spoken English and be a permanent employee in one of the following categories:

- a professor or instructor at a recognized public or private post-secondary institution;
- an administrative, professional, or library employee of a

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recognized public or private post-secondary institution;

- an administrative, professional, faculty, or library staff member of a recognized public or private elementary, middle, or secondary school;
- an administrative or professional staff member of a public library;
- a ranking officer in the Armed Forces;
- an official at an embassy or consulate office.

A proposed invigilator **may not** be a friend, neighbour, co-worker, supervisor, family member, or relative of the student, and may not live at the same address as the student. Exceptions may be considered for students who live in remote communities and who do not have access to one of the individuals from the above categories within a 40 km radius of the student's residence. The Office of the Registrar must be confident that the individual selected will ensure that the examination invigilation guidelines will be followed and that there is no conflict of interest between the approved invigilator and student.

AU students are not permitted to act as invigilators for other AU students without the written permission of an authorized representative of AU as designated by the AU Registrar. Students at other schools are also not permitted to act as an invigilator unless the individual is a paid employee of an AU-approved invigilation centre or has been approved by an authorized representative of AU as designated by the AU Registrar.

If these options are not available to you, email **Examination Services Unit**,

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Office of the Registrar. A staff member will help you determine a suitable location and an acceptable invigilator. If you would like to propose a new invigilator for AU review and approval, fill out the Invigilator Request Form and email it to **examunit@athabascau.ca**.

- **Examination Request**
- **Examination Invigilation Network**
- **Invigilator Request**

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated March 05, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Writing your exam

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To accommodate emergencies, AU provides the ability for the invigilator to access the exam for 5 days after the original write date. The purpose is to accommodate technical issues, weather, emergencies, or other unexpected events that prevent the writing of the exam at the scheduled time. After 5 days, the unwritten exam is no longer available to be written, and you need to request a new exam, except in the case of Supplemental Exams, which must be written as requested.

Arrive on time

Arrive promptly for your examination. **ProctorU** asks that you log in to ProctorU 10 minutes before your scheduled start time. Generally, for exams being written at AU approved invigilators, if you arrive more than 15 minutes late for a scheduled examination, and you have not notified your exam invigilator in advance, you may need to rebook your examination within 5 days. Contact your invigilator for their specific guidelines.

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If you think you might be late, please contact your invigilator to discuss whether the exam can be written or must be rescheduled.

Student identification

Students must present a valid form of photo identification to an invigilator prior to being allowed to write an exam. The identification must be government issued (passport, driver's licence, etc.) or an Athabasca University-issued **photo ID card**.

Examination attempts and time allotments

At the beginning of the invigilation of the exam, a student must verify that the correct exam (midterm or final) for their course has been provided. Once a student has viewed an exam, unless the wrong exam has been sent to the AU-approved invigilator, it will be considered an attempt at the exam and the exam will be considered written, and assigned a grade.

If a student discovers they have been issued or are writing the wrong exam, they must immediately bring the discrepancy to the invigilator's attention. The exam invigilator must contact AU's Examination Services Unit at 780-675-6579. If the Examination Services Unit is closed, the invigilator must contact the unit the

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Students must complete their examinations within the time specified on the official invigilation and examination instructions. An exam will be considered void if the student has exceeded the allowed time that has been specified for the exam. Each case will be evaluated on its own merit and the student will be provided with instructions on how to proceed.

Significant exam disruption

Significant exam disruptions may occur which are beyond the control of the student, invigilator, or AU. These may include, but are not limited to, a utility service disruption or an evacuation of an invigilation centre. AU will ensure an appropriate opportunity to write the exam as provided.

In the event of a significant exam disruption, the invigilator must immediately contact the Examination Services Unit at 780-675-6579. If the Examination Services Unit is closed, the invigilator must contact the unit on the following business day. Further instruction will be provided to the invigilator and the student at that time.

Lost exams

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AU's right to request a rewrite

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Proposing new invigilators

AU has the right to refuse a requested invigilator and request that the student submit an alternative invigilator, or request that the student write the examination at an AU-approved invigilator. AU has the right to discontinue the use of an AU-approved invigilator at any time. Before an invigilator may be approved, the University must be able to verify the accuracy of the information presented by the student and proposed invigilator.

Invigilator guidelines

If an AU-approved invigilator is not available in your area, you may propose an individual who meets the guidelines below. The request time is longer than for an exam request with an existing invigilator.

Invigilator environment

- An AU-approved invigilator must be able to provide an

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environment that meets the following conditions:

- A safe and quiet exam writing environment that is free from distraction and disruption.
- A secure method of holding the confidential login and exam information.
- The ability to ensure that an exam is invigilated in accordance with Athabasca University's Invigilation Standards and in accordance with the Exam Invigilation Procedures of the exam.
- The ability to ensure that a student does not have access to the exam outside of the scheduled write date and time.
- The ability to ensure that the student writes the exam within the allotted time to do so.
- The ability to provide a desktop or laptop computer that is compatible with the technology that is required to host the online exam and is located in an environment that is suitable to the writing of the exam.

Invigilation criteria

A proposed invigilator must be fluent in written and spoken English and be a permanent employee in one of the following categories:

- a professor or instructor at a recognized public or private post-secondary institution;
- an administrative, professional, or library employee of a

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recognized public or private post-secondary institution;

- an administrative, professional, faculty, or library staff member of a recognized public or private elementary, middle, or secondary school;
- an administrative or professional staff member of a public library;
- a ranking officer in the Armed Forces;
- an official at an embassy or consulate office.

A proposed invigilator **may not** be a friend, neighbour, co-worker, supervisor, family member, or relative of the student, and may not live at the same address as the student. Exceptions may be considered for students who live in remote communities and who do not have access to one of the individuals from the above categories within a 40 km radius of the student's residence. The Office of the Registrar must be confident that the individual selected will ensure that the examination invigilation guidelines will be followed and that there is no conflict of interest between the approved invigilator and student.

AU students are not permitted to act as invigilators for other AU students without the written permission of an authorized representative of AU as designated by the AU Registrar. Students at other schools are also not permitted to act as an invigilator unless the individual is a paid employee of an AU-approved invigilation centre or has been approved by an authorized representative of AU as designated by the AU Registrar.

If these options are not available to you, email **Examination Services Unit**,

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Office of the Registrar. A staff member will help you determine a suitable location and an acceptable invigilator. If you would like to propose a new invigilator for AU review and approval, fill out the Invigilator Request Form and email it to **examunit@athabascau.ca**.

- **Examination Request**
- **Examination Invigilation Network**
- **Invigilator Request**

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated March 05, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Unwritten/multiple exams

Occasionally, circumstances arise that prevent students from writing their examination on the date requested. When the examination is returned to Athabasca University as unwritten, you can request to write at a later date by completing and submitting a new Examination Request. All multiple examination requests must be requested 10 days prior to writing and must be written on or before the course contract end date.

Ensure that your invigilator is able to reschedule to the new write date. Your invigilator may assess a cancellation or rebooking fee; however, they are under no obligation to reschedule a new write date.

Supplemental examinations must be written on the original requested date and cannot be re-requested.

Questions?

- email **Examination Services Unit**, Office of the Registrar
- refer to **Requesting an examination**
- **Examination Request**
- **Supplemental examinations**

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Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 22, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Supplemental exams

If you are not satisfied with your initial examination mark (supplemental examinations do not apply to assignments, quizzes, or challenge courses) you may request and write **one** supplemental examination for each midterm or final exam required in your course. The higher of the two marks will be used in calculating your final course grade.

You have 90 days from the initial exam write date to request a Supplemental Exam. When you request a Supplemental Exam, you will be required to declare a write date. This declared write date must be within 30 days of the request. Once a write date has been declared and scheduled with AU, students are expected to complete the examination on this date. It cannot be changed or rescheduled.

If the supplemental exam is written after the course contract end date, you are not required to apply for a course extension.

Athabasca University charges a non-refundable fee for a supplemental examination. To avoid delay, ensure that this fee accompanies the Examination Request Form.

Supplemental examinations are requested the same way your initial exam was requested, by using the Examination Request form.

- **Supplemental examination fee**
- **Examination Request**

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Questions?

- email **Examination Services, Office of the Registrar**
- **Requesting an examination**

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated December 09, 2024 by Office of the Registrar (calendar@athabascau.ca)

Ask AU

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Grouped study examinations

Students in grouped study courses write their exams on the same date at the same time at each site. Course exam dates will be communicated to the students within the first two weeks of classes.

The grouped study instructor will give a course outline to the students on the first day of class. This document will contain information such as assignment deadlines and scheduled exam dates.

On the day of the exam

Students must provide a valid form of government-issued photo identification or an Athabasca University **Student ID card** to the invigilator.

Requests for alternate date and/or time

In exceptional circumstances, if a student needs to request an

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alternative exam write date and/or time, they must submit an appeal through the **Office of the Registrar Online Appeals Form** with the potential new date and/or time and the reason for the change. Alternative dates or times may not be available.

Supplemental examinations

If a student requests a supplemental exam for a midterm or final exam, they must follow the rules and processes outlined for an **individualized study examination**, including obtaining their own invigilator and following the applicable deadlines. Grouped study instructors are not responsible for invigilating supplemental exams.

Lost exams

See the **Undergraduate Lost Exam Policy** for specific regulations that pertain to lost exams.

Preparation and invigilation of exams

All grouped study, instructor-prepared exams must be pre-approved by the Course Coordinator and formatted to University standards.

The grouped study instructor will invigilate all scheduled exams (i.e. midterm and final exams) for the course. If a grouped study

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instructor cannot invigilate a scheduled exam, they must email the request to the **Examinations Services** with as much notice as possible prior to the scheduled exam write date. Alternative on-site invigilators must be approved by the Coordinator of Examination Services. A record of the request and change of invigilator must be included in the Grouped Study Evaluation Scheme/Exam Form.

Appeals

All appeals to requesting and completing grouped study examinations must be made using the **Office of the Registrar Online Appeals Form** . The Appeals Officer, designated by the Registrar, has the final authority on all appeals. If the Appeals Officer has received an appeal in error, it will be redirected accordingly.

All decisions on appeals will be communicated in writing to the Appellant.

For further information on appeals and the appeals process, please review **our website**.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated July 16, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Transcript requests

A transcript is a student's official academic record at the time of the document's production.

Your transcript will show only the grades that have been entered in your official student record at the time the online request is submitted. Before you submit your request online, preview your transcript to ensure it accurately reflects the academic record you expect to be issued. At this time, the transcript issued to MyCreds™ is a static document, and so if your academic record has changed since you last requested access, you will need to re-request it.

Most institutions or agencies require that official transcripts be sent to them directly from AU. AU issues secure digital transcripts through **MyCreds.ca™**. It is the student's responsibility to determine if the institution they are sending to accepts transcripts through MyCreds™. Payment to MyCreds™ is non-refundable.

AU does not recognize honours list recipients on the official student record, but will indicate the following:

- current program of study and the associated total transfer credit awarded
- non-credit courses completed at AU
- grade-point average
- course names and numbers, number of credits awarded
- the final grade and corresponding 4-point grade value

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- the grade points and credit hours earned for each course registration
- the term dates (year/month course(s) started)
- courses challenged for credit (noted with CH) including unsuccessful challenges
- re-registrations (noted with R) and repeated courses
- suspensions and expulsions
- graduation with distinction or great distinction.

Methods of requesting transcripts

No partial transcripts are issued, and only the student can request their own transcript. You may request your official transcript through your myAU portal.

In order to access and share official transcripts, AU students must sign up with MyCreds™, and pay the $10, plus tax, pay-to-unlock fee. Once paid, students will have unlimited access and ability to share transcripts for 365 days from date of issue. After that time, if a student needs to send a transcript, they must re-request their transcript and repay the pay-to-unlock fee through MyCreds™.

Letter of Certification

A Letter of Certification is an official confirmation of information that is not included on the student's transcript. Only the student concerned may request a Letter of Certification from AU and it will only be provided to students with no academic record in the system or on their AU transcript.

The request must:

1. be made in writing and bear the student's full name, date of birth, mailing address, and student ID number;

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2. confirm the information to be included in the letter;
3. bear the full name and contact information of the letter's recipient;
4. be **emailed** to Academic Records.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated August 27, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Marks and grades

The final grade for a course is determined based on the evaluation scheme included in your course syllabus.

The marks for your assignments and examinations should be available to you approximately 7 to 8 days after you upload your assignment. Unofficial final grades should be available 4 to 5 days after Athabasca University receives the marks for your last assignment or examination. Timelines for all services are available on our **Service Standards page.**

For each course you complete, the Office of the Registrar will provide a statement of the final grade that you achieved, the credits you earned, and the completion date.

Grading policy

Effective January 1, 2003, Athabasca University adopted the province-wide alpha/4.0 grading system to report undergraduate final grades. Courses with start dates of January 1, 2003, and later use an alpha grading scale. For courses with start dates before January 1, 2003, the percentage grading scale is used.

For individual courses, the alpha scale uses letter grades ranging from A+ through F to reflect a student's performance and knowledge of the materials covered. Overall academic performance is reported using the 4.0 grade-point

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average (GPA) scale. A grade point is a value between 0 and 4.00 that is assigned to a grade (alpha or percentage). The grade-point average is a weighted average of all the courses a student has taken with AU.

The passing grade for AU undergraduate courses taken before December 31, 2002, is 50 per cent unless otherwise stipulated in the course outline/syllabus. For courses started January 1, 2003, and later (including Challenge for Credit), the passing grade is the equivalent to a D unless otherwise stipulated in the course outline/syllabus.

Alpha grading scale

Grade-point average

A grade-point average is calculated for all AU undergraduate transcripts. All courses listed on your transcript have a grade and are included in the cumulative grade-point average calculation.

For each course taken, the transcript will display the course grade (percentage or alpha) as well as its corresponding 4-point grade value. All failing grades, excluding WF (Withdrawal Failure) and U (Failure: in courses using pass/fail grade mode), are calculated into the cumulative average. For courses started before December 31, 2002, the actual percentage grade earned by a student for a failed course is also shown on the transcript. For courses started before September 1989, the passing grade is 60 per cent unless stipulated otherwise. Grades for courses using the pass/fail grade mode are not included in the GPA calculation.

Alpha grading scale

Notification of marks and grades

Unofficial final grades can be viewed in the myAU portal, under Check your grades. It can take 5 to 7 days from the time your final grade appears here to

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when it appears on your transcript. If the final grade appears in the PDF document when you preview your transcript online, then the final grade is entered in the student information system and you can order a transcript.

Questions regarding marks

Throughout your course, questions about your midterm marks may be directed to your Academic Centre or tutor.

The Office of the Registrar will only provide statements of your composite grade (final grade) achieved in courses and the credits earned for each course completed. Your final grade cannot be calculated until all the course requirements (e.g., labs, assignments, essays, tests, quizzes, and examinations) have been completed, submitted, and marked.

Final grade processing

We recommend that you write your examination and complete and submit all your assignments at least 6 weeks before the date your final grade is required.

If you are transferring your courses to another institution, ask about the receiving institution's deadlines and ensure that you allow adequate time for your grades to be processed and sent.

Incomplete course work

Before December 31, 2002, students who were unable to complete a course by the course contract end date and did not request a course extension or a course withdrawal were awarded a grade of 0F (Zero Failure).

After January 1, 2003, students who are unable to complete their course by the course contract end date and do not request a course extension or a course withdrawal are awarded a grade of F (Failure) or U (Failure: for courses using pass/fail grade mode).

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For courses that have mandatory components (e.g., quizzes, assignments, or minimum grades on all assignments or quizzes), these components must be completed to pass the course. A mark of 0 (zero) on such a component may result in a failing grade being assigned to the course. You are strongly advised to carefully read the course evaluation scheme in the course syllabus.

Some courses, especially those with lab components, are offered only at specific times of the year and the lab may be allowed to be completed after the course contract end date. For more information, contact the Faculty that offers the course.

- **Course extensions**
- **Course withdrawal**

Appeals

Students may appeal any mark given to essays, examinations, assignments, or exercises that contribute to their final grade. Appeals of both failing and passing marks will be considered.

Students determine the grounds for appeal and must follow the procedures outlined in Athabasca University's **Student Code of Conduct and Right to Appeal Regulations.**

These regulations may not apply to **grouped study courses**. Grouped study students must consult an advisor at the collaborating institution offering the AU course.

For further information on appeals and the appeals process, please review **our website**.

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Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated November 20, 2024 by Office of the Registrar (calendar@athabascau.ca)

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Fees, refunds, and financial assistance

The following course tuition fees are effective for students registering in courses from May 1, 2025 to Aug. 31, 2025.

Course fees are all-inclusive, and are calculated by combining the tuition fee, course administration and technology fee, and Students' Union and Alumni Relations fees. If applicable, the course materials fee and the out of country fee or the out of province fee, may also be charged.

If you formally withdraw from your course, and you are eligible for a refund, you must follow the regulations in the following sections that apply to you.

- Fee summary
- Canadian student fees
- Non-Canadian student fees
- Students living outside Canada
- Indigenous student fees

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- Canadian senior student fees
- Academic-related fees
- Estimated program fees
- Courses with no course-material fee
- Challenge for credit fees
- Students' Union and Alumni Relations fees
- Refunds
- Delinquent accounts
- Receipts and T2202
- Methods of payment
- Other fees
- Financial assistance

Information effective Sep. 1, 2024 to Aug. 31, 2025.

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Fee summary

The following course tuition fees are effective for students registering in courses from May 1, 2025 to Aug. 31, 2025.

Course fees are all-inclusive, and are calculated by combining the tuition fee, course administration and technology fee, and Students' Union and Alumni Relations fees. If applicable, the course materials fee and the out-of-country fee or the out-of-province fee, may also be charged. Academic-related fees are exempt from the federal Goods and Services Tax (G.S.T.). Other goods are not **G.S.T. exempt**. Fees are listed and payable in Canadian dollars.

The payment of student fees entitles you to receive most learning resources and other support services (including tutorial assistance where provided) for the period of active registration.

Students attending Athabasca University grouped study courses at collaborating institutions may be assessed tuition and fees that vary from those established within this Calendar. Those students should contact an academic advisor or the Office of the Registrar at the collaborating institution.

Students are responsible for any expenses incurred when writing an examination. Most invigilators request a fee to invigilate examinations. Invigilation centers may also charge a fee if you cancel or reschedule your examination.

Effective dates

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The following fee schedule applies to students who are registering in courses that have a September 1, 2024 or later start date, unless otherwise stated.

Returning students

If you are a returning Athabasca University student, please log in to myAU. If you are no longer an active student, you may still log in to myAU and follow the reactivation procedure.

Once you have logged in to myAU, you may register in a course and view personal information, such as your AU Library account, and your assignment marks, and course grades. You may also take care of administrative matters, such as booking examinations, submitting assignments, and requesting extensions or course withdrawals.

Athabasca University will also communicate directly with you through myAU. Check the Message Centre on your myAU home page for general information and for messages addressed to you.

myAU (current students)

General Application form and fee for new students

When first seeking admission to Athabasca University, all students submit a one-time, non-refundable application fee with their completed Undergraduate General Application.

The application fee is non-refundable and payable only once

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regardless of whether your requested start date is unavailable or if you choose not to register in an Athabasca University course.

The Undergraduate General Application, used to apply for admission, is separate from Undergraduate Course Registration used for registering in most Athabasca University courses.

UG General Application (new students)

myAU

1-credit courses

The course administration and technology fee and Alumni Relations fee do not apply to 1-credit courses.

0-credit courses

Athabasca University offers a number of 0-credit courses (e.g., ENGL 140). Zero-credit courses are assessed the same fee structure as 3-credit courses minus the Students' Union Fees and Alumni Fees. Other academic-related fees and regulations also apply to 0-credit courses.

Audit course fees

Fees for audit courses are the same as their equivalent credit

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courses.

Re-registration fees

Re-registration fees include the tuition fee, the course administration and technology fee, the Students' Union and Alumni Relations fees only. If the course has been revised since your last registration, you are required to purchase a new course package. In this case, the course materials fee is added to your re-registration amount.

Credit card convenience charge

For more information on convenience changes, please visit the **Financial Services** website.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated March 25, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Canadian student fees

The following fees are effective for courses starting May 1, 2025 to Aug. 31, 2025. For courses starting before May 1, 2025, use these fees.

Permanent residents of Alberta

The following all-inclusive fees apply to students who are living in Alberta or abroad while they are working for the Canadian Forces. These fees do not apply to students studying in Alberta on a study authorization (refer to **Non-Canadians Living Temporarily in Alberta**).

Regular and audit registrations (in Alberta)

0 Credit

Student fees (regular and audit registrations) for a Province of Alberta student in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$657	$657	$609	$609
Course Administration and	$177	$177	$163	$163

Ask AU

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Technology Fee				
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
0 credit total	**$922**	**$922**	**$860**	**$860**

1 Credit

Student fees (regular and audit registrations) for a Province of Alberta student in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$219	$219	$203	$203
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$223.50**	**$223.50**	**$207.50**	**$207.50**

3 Credit

Student fees (regular and audit registrations) for a Province of Alberta student in a 3-credit course are calculated by combining the following:

	Faculty of	Faculty of Health	Faculty of Humanities and Social	Faculty of Science and

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	Business **courses**	Disciplines **courses**	Sciences **courses**	Technology **courses**
Tuition fee	$657	$657	$609	$609
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
3 credit total	**$937.50**	**$937.50**	**$875.50**	**$875.50**

4 Credit

Student fees (regular and audit registrations) for a Province of Alberta student in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$876	$876	$812	$812

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Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
4 credit total	**$1,161**	**$1,161**	**$1,083**	**$1,083**

6 Credit

Student fees (regular and audit registrations) for a Province of Alberta student in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,314	$1,314	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163

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Course Materials Fee (***exceptions apply)**	$88	$88	$88	$88
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
6 credit total	**$1,608**	**$1,608**	**$1,498**	**$1,498**

9 Credit

Student fees (regular and audit registrations) for a Province of Alberta student in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,971	$1,971	$1,827	$1,827
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88

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Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
9 credit total	**$2,278.50**	**$2,278.50**	**$2,120.50**	**$2,120.50**

Fees effective for courses starting May 1, 2025 to Aug. 31, 2025.

Re-registrations (in Alberta)

0 Credit

Student fees (re-registrations) for a Province of Alberta student in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$657	$657	$609	$609
Course Administration and Technology Fee	$177	$177	$163	$163
0 credit total	**$834**	**$834**	**$772**	**$772**

1 Credit

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Student fees (re-registrations) for a Province of Alberta student in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$219	$219	$203	$203
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$223.50**	**$223.50**	**$207.50**	**$207.50**

3 Credit

Student fees (re-registrations) for a Province of Alberta student in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$657	$657	$609	$609
Course Administration and Technology Fee	$177	$177	$163	$163

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Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
3 credit total	**$849.50**	**$849.50**	**$787.50**	**$787.50**

4 Credit

Student fees (re-registrations) for a Province of Alberta student in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$876	$876	$812	$812
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
4 credit total	**$1,073**	**$1,073**	**$995**	**$995**

6 Credit

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Student fees (re-registrations) for a Province of Alberta student in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,314	$1,314	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
6 credit total	**$1,520**	**$1,520**	**$1,410**	**$1,410**

9 Credit

Student fees (re-registrations) for a Province of Alberta student in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,971	$1,971	$1,827	$1,827

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Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
9 credit total	**$2,190.50**	**$2,190.50**	**$2,032.50**	**$2,032.50**

Canadian residents outside Alberta

The following all-inclusive fees apply to Canadian students (except province of Alberta students; refer to **Permanent Residents of Alberta**) who are living in Canada (but outside the province of Alberta) or abroad while they are working for a Canadian embassy, consulate, or the Canadian Forces.

These fees do not apply to students studying in Canada, outside Alberta, on a study authorization (refer to **Non-Canadians Living Temporarily in Canada Outside Alberta**).

Regular and audit registrations (outside Alberta)

0 Credit

Student fees (regular and audit registrations) for an out-of-province Canadian student in a 0-credit course are calculated by combining the following:

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	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$657	$657	$609	$609
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Out of Province Fee	$187	$187	$187	$187
0 credit total	**$1,109**	**$1,109**	**$1,047**	**$1,047**

1 Credit

Student fees (regular and audit registrations) for an out-of-province Canadian student in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$219	$219	$203	$203

Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$223.50**	**$223.50**	**$207.50**	**$207.50**

3 Credit

Student fees (regular and audit registrations) for an out-of-province Canadian student in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$657	$657	$609	$609
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50

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Out of Province Fee	$187	$187	$187	$187
3 credit total	**$1,124.50**	**$1,124.50**	**$1,062.50**	**$1,062.50**

4 Credit

Student fees (regular and audit registrations) for an out-of-province Canadian student in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$876	$876	$812	$812
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20

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Out of Province Fee	$187	$187	$187	$187
4 credit total	**$1,348**	**$1,348**	**$1,270**	**$1,270**

6 Credit

Student fees (regular and audit registrations) for an out-of-province Canadian student in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,314	$1,314	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29

Out of Province Fee	$187	$187	$187	$187
6 credit total	**$1,795**	**$1,795**	**$1,685**	**$1,685**

9 Credit

Student fees (regular and audit registrations) for an out-of-province Canadian student in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,971	$1,971	$1,827	$1,827
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50

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Out of Province Fee	$187	$187	$187	$187
9 credit total	**$2,465.50**	**$2,465.50**	**$2,307.50**	**$2,307.50**

Fees effective for courses starting May 1, 2025 to Aug. 31, 2025.

Re-registrations (outside Alberta)

0 Credit

Student fees (re-registrations) for an out-of-province Canadian student in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$657	$657	$609	$609
Course Administration and Technology Fee	$177	$177	$163	$163
Out of Province Fee	$187	$187	$187	$187
0 credit total	**$1,021**	**$1,021**	**$959**	**$959**

1 Credit

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Student fees (re-registrations) for an out-of-province Canadian student in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$219	$219	$203	$203
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$223.50**	**$223.50**	**$207.50**	**$207.50**

3 Credit

Student fees (re-registrations) for an out-of-province Canadian student in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$657	$657	$609	$609
Course Administration and Technology Fee	$177	$177	$163	$163

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
Out of Province Fee	$187	$187	$187	$187
3 credit total	**$1,036.50**	**$1,036.50**	**$974.50**	**$974.50**

4 Credit

Student fees (re-registrations) for an out-of-province Canadian student in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$876	$876	$812	$812
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20

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Out of Province Fee	$187	$187	$187	$187
4 credit total	**$1,260**	**$1,260**	**$1,182**	**$1,182**

6 Credit

Student fees (re-registrations) for an out-of-province Canadian student in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,314	$1,314	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
Out of Province Fee	$187	$187	$187	$187
6 credit total	**$1,707**	**$1,707***	**$1,597**	**$1,597**

9 Credit

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Student fees (re-registrations) for an out-of-province Canadian student in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,971	$1,971	$1,827	$1,827
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
Out of Province Fee	$187	$187	$187	$187
9 credit total	**$2,377.50**	**$2,377.50**	**$2,219.50**	**$2,219.50**

Information effective for courses starting between May 1, 2025 and Aug. 31, 2025.

Updated January 16, 2025 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Non-Canadian student fees

The following course tuition fees are effective for courses starting May 1, 2025 to Aug. 31, 2025. Fees for courses starting before May 1, 2025, use these fees.

Non-Canadian students are those students who are not Canadian citizens, but who live temporarily in Canada. Before non-Canadian students may be admitted or registered in a course at Athabasca University, they must possess and present a valid study authorization confirming permission to study in Canada.

There are no reduced fees for Senior Citizens who are non-Canadians.

Non-Canadians living temporarily in Alberta

Regular and audit registrations (in Alberta)

0 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 0-credit course are calculated by combining the following:				
	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technolog **courses**

Ask AU

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Tuition fee	$1,314	$1,314	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
0 credit total	**$1,579**	**$1,579**	**$1,469**	**$1,469**

1 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$438	$438	$406	$406
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$442.50**	**$442.50**	**$410.50**	**$410.50**

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

3 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,314	$1,314	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
3 credit total	**$1,594.50**	**$1,594.50**	**$1,484.50**	**$1,484.50**

4 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 4-credit course are calculated by combining the following:

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,752	$1,752	$1,624	$1,624
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
4 credit total	**$2,037**	**$2,037**	**$1,895**	**$1,895**

6 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Tuition fee	$2,628	$2,628	$2,436	$2,436
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
6 credit total	**$2,922**	**$2,922**	**$2,716**	**$2,716**

9 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$3,942	$3,942	$3,654	$3,654
Course Administration and	$177	$177	$163	$163

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Technology Fee				
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
9 credit total	**$4,249.50**	**$4,249.50**	**$3,947.50**	**$3,947.50**

Re-registrations (in Alberta)

0 credit

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,314	$1,314	$1,218	$1,218

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Course Administration and Technology Fee	$177	$177	$163	$163
0 credit total	**$1,491**	**$1,491**	**$1,381**	**$1,381**

1 credit

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$438	$438	$406	$406
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$442.50**	**$442.50**	**$410.50**	**$410.50**

3 credit

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 3-credit course are calculated by combining the following:

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	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,314	$1,314	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
3 credit total	**$1,506.50**	**$1,506.50**	**$1,396.50**	**$1,396.50**

4 credit

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,752	$1,752	$1,624	$1,624
Course Administration	$177	$177	$163	$163

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and Technology Fee				
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
4 credit total	**$1,949**	**$1,949**	**$1,807**	**$1,807**

6 credit

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$2,628	$2,628	$2,436	$2,436
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29

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6 credit total	**$2,834**	**$2,834**	**$2,628**	**$2,628**

9 Credit

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$3,942	$3,942	$3,654	$3,654
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
9 credit total	**$4,161.50**	**$4,161.50**	**$3,859.50**	**$3,859.50**

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Non-Canadians living temporarily in Canada outside Alberta

Regular and audit registrations (outside Alberta)

0 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,316	$1,316	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Out of province fee	$187	$187	$187	$187
0 credit total	**$1,768**	**$1,768**	**$1,656**	**$1,656**

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1 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$438	$438	$406	$406
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$442.50**	**$442.50**	**$410.50**	**$410.50**

3 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,314	$1,314	$1,218	$1,218
Course Administration	$177	$177	$163	$163

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and Technology Fee				
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
Out of province fee	$187	$187	$187	$187
3 credit total	**$1,781.50**	**$1,781.50**	**$1,671.50**	**$1,671.50**

4 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,752	$1,752	$1,624	$1,624

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Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
Out of province fee	$187	$187	$187	$187
4 credit total	**$2,224**	**$2,224**	**$2,082**	**$2,082**

6 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$2,628	$2,628	$2,436	$2,436
Course Administration	$177	$177	$163	$163

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and Technology Fee				
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
Out of province fee	$187	$187	$187	$187
6 credit total	**$3,109**	**$3,109**	**$2,903**	**$2,903**

9 credit

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$3,942	$3,942	$3,654	$3,654

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Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
Out of province fee	$187	$187	$187	$187
9 credit total	**$4,436.50**	**$4,436.50**	**$4,134.50**	**$4,134.50**

Re-registrations (outside Alberta)

0 credit

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**

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Tuition fee	$1,316	$1,316	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163
Out of province fee	$187	$187	$187	$187
0 credit total	**$1,680**	**$1,680**	**$1,568**	**$1,568**

1 credit

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$438	$438	$406	$406
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$442.50**	**$442.50**	**$410.50**	**$410.50**

3 credit

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,314	$1,314	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
Out of province fee	$187	$187	$187	$187
3 credit total	**$1,693.50**	**$1,693.50**	**$1,583.50**	**$1,583.50**

4 credit

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 4-credit course are calculated by combining the following:

	Faculty of	Faculty of Health	Faculty of Humanities and Social	Faculty of Science and

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

	Business **courses**	Disciplines **courses**	Sciences **courses**	Technology **courses**
Tuition fee	$1,752	$1,752	$1,624	$1,624
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
Out of province fee	$187	$187	$187	$187
4 credit total	**$2,136**	**$2,136**	**$1,994**	**$1,994**

6 credit

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$2,628	$2,628	$2,436	$2,436
Course Administration	$177	$177	$163	$163

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

and Technology Fee				
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
Out of province fee	$187	$187	$187	$187
6 credit total	**$3,021**	**$3,021**	**$2,815**	**$2,815**

9 credit

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$3,942	$3,942	$3,654	$3,654
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($40.50) and Alumni	$42.50	$42.50	$42.50	$42.50

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Relations ($2) Fees				
Out of province fee	$187	$187	$187	$187
9 credit total	**$4,348.50**	**$4,348.50**	**$4,046.50**	**$4,046.50**

Information effective for courses starting between May 1, 2025 and Aug. 31, 2025.

Updated January 16, 2025 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Students living outside Canada

The following fees are for courses starting May 1, 2025 to Aug. 31, 2025. For courses starting before that date, use these fees.

Students living outside Canada

The following all-inclusive fees apply to all students (Canadian and non-Canadian) who live temporarily or permanently outside Canada. Canadian students living and working abroad for a Canadian embassy or consulate, refer to **Canadian Residents Outside Alberta**. Canadian students working for the Canadian Forces, refer to either **Permanent Residents of Alberta** or **Canadian Residents Outside Alberta**, depending on their permanent address.

Regular and audit registrations

0 credit

Student fees (regular and audit registrations) for a student living outside Canada in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$657	$657	$609	$609

Ask AU

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee (***exceptions apply**)	$88	$88	$88	$88
Out of country fee	$784	$784	$784	$784
0 credit total	**$1,706**	**$1,706**	**$1,644**	**$1,644**

1 credit

Student fees (regular and audit registrations) for a student living outside Canada in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$219	$219	$203	$203
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
Out of country fee	$261	$261	$261	$261

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1 credit total	**$484.50**	**$484.50**	**$468.50**	**$468.50**

3 credit

Student fees (regular and audit registrations) for a student living outside Canada in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$657	$657	$609	$609
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee (***exceptions apply**)	$88	$88	$88	$88
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
Out of country fee	$784	$784	$784	$784
3 credit total	**$1,721.50**	**$1,721.50**	**$1,659.50**	**$1,659.50**

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

4 credit

Student fees (regular and audit registrations) for a student living outside Canada in a 4-credit course are calculated by combining the following:				
	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$876	$876	$812	$812
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee (***exceptions apply**)	$88	$88	$88	$88
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
Out of country fee	$784	$784	$784	$784
4 credit total	**$1,945**	**$1,945**	**$1,867**	**$1,867**

6 credit

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Student fees (regular and audit registrations) for a student living outside Canada in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,314	$1,314	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee (***exceptions apply**)	$88	$88	$88	$88
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
Out of country fee	$784	$784	$784	$784
6 credit total	**$2,392**	**$2,392**	**$2,282**	**$2,282**

9 credit

Student fees (regular and audit registrations) for a student living outside Canada in a 9-credit course are calculated by combining the following:

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,971	$1,971	$1,827	$1,827
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee (***exceptions apply**)	$88	$88	$88	$88
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
Out of country fee	$784	$784	$784	$784
9 credit total	**$3,062.50**	**$3,062.50**	**$2,904.50**	**$2,904.50**

Fees effective May 1, 2025 to Aug. 31, 2025.

Re-registrations

0 credit

Student fees (re-registrations) for a student living outside Canada in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$657	$657	$609	$609
Course Administration and Technology Fee	$177	$177	$163	$163
Out of country fee	$784**	$784**	$784**	$784**
0 credit total	**$1,618**	**$1,618**	**$1,556**	**$1,556**

1 credit

Student fees (re-registrations) for a student living outside Canada in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$219	$219	$203	$203

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
Out of country fee	$261	$261	$261	$261
1 credit total	**$484.50**	**$484.50**	**$468.50**	**$468.50**

3 credit

Student fees (re-registrations) for a student living outside Canada in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$657	$657	$609	$609
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Out of country fee	$784**	$784**	$784**	$784**
3 credit total	**$1,633.50**	**$1,633.50**	**$1,571.50**	**$1,571.50**

4 credit

Student fees (re-registrations) for a student living outside Canada in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$876	$876	$812	$812
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
Out of country fee	$784**	$784**	$784**	$784**
4 credit total	**$1,857**	**$1,857**	**$1,779**	**$1,779**

6 credit

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Student fees (re-registrations) for a student living outside Canada in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,314	$1,314	$1,218	$1,218
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
Out of country fee	$784**	$784**	$784**	$784**
6 credit total	**$2,304**	**$2,304**	**$2,194**	**$2,194**

9 credit

Student fees (re-registrations) for a student living outside Canada in a 9-credit course are calculated by combining the following:

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	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,971	$1,971	$1,827	$1,827
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
Out of country fee	$784**	$784**	$784**	$784**
9 credit total	**$2,974.50**	**$2,974.50**	**$2,816.50**	**$2,816.50**

Information effective for courses starting between May 1, 2025 and Aug. 31, 2025.

Updated January 16, 2025 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Indigenous student fees

The following fees are effective for courses starting between May 1, 2025 and Aug. 31, 2025. For courses starting before May 1, 2025, use these fees.

As part of AU's commitment to enhancing access and equity for indigenous learners, AU has implemented a 10% reduction in undergraduate tuition fees for Indigenous students. This 10% discount will be applied to the tuition portion of AU undergraduate course costs for courses starting on Sep. 1, 2024, and beyond. For more information, visit the **Indigenous Student Support** page.

Indigenous students in Alberta

The following all-inclusive fees apply to Canadian Indigenous learners who live in Alberta.

Regular and audit registrations (in Alberta)

0 Credit

Student fees (regular and audit registrations) for a Canadian Indigenous student living in the Province of Alberta for a 0-credit course are calculated by combining the following:				
	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technolog **courses**

Ask AU

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Tuition fee	$591	$591	$549	$549
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
0 credit total	**$856**	**$856**	**$800**	**$800**

1 Credit

Student fees (regular and audit registrations) for a Canadian Indigenous student living in the Province of Alberta for a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$197	$197	$183	$183
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$201.50**	**$201.50**	**$187.50**	**$187.50**

3 Credit

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Student fees (regular and audit registrations) for a Canadian Indigenous student living in the Province of Alberta for a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$591	$591	$549	$549
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
3 credit total	**$871.50**	**$871.50**	**$815.50**	**$815.50**

4 Credit

Student fees (regular and audit registrations) for a Canadian Indigenous student living in the Province of Alberta for a 4-credit course are calculated by combining the following:

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	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$788	$788	$732	$732
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
4 credit total	**$1,073**	**$1,073**	**$1,003**	**$1,003**

6 Credit

Student fees (regular and audit registrations) for a Canadian Indigenous student living in the Province of Alberta for a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**

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Tuition fee	$1,182	$1,182	$1,098	$1,098
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee (***exceptions apply)**	$88	$88	$88	$88
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
6 credit total	**$1,476**	**$1,476**	**$1,378**	**$1,378**

9 Credit

Student fees (regular and audit registrations) for a Canadian Indigenous student living in the Province of Alberta for a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,773	$1,773	$1,647	$1,647
Course Administration and	$177	$177	$163	$163

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Technology Fee				
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
9 credit total	**$2,080.50**	**$2,080.50**	**$1,940.50**	**$1,940.50**

Re-registrations (in Alberta)

0 Credit

Student fees (re-registrations) for a Canadian Indigenous student living in the Province of Alberta for a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$591	$591	$549	$549

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Course Administration and Technology Fee	$177	$177	$163	$163
0 credit total	**$768**	**$768**	**$712**	**$712**

1 Credit

Student fees (re-registrations) for a Canadian Indigenous student living in the Province of Alberta for a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$197	$197	$183	$183
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$201.50**	**$201.50**	**$187.50**	**$187.50**

3 Credit

Student fees (re-registrations) for a Canadian Indigenous student living in the Province of Alberta for a 3-credit course are calculated by combining the following:

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	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$591	$591	$549	$549
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
3 credit total	**$783.50**	**$783.50**	**$727.50**	**$727.50**

4 Credit

Student fees (re-registrations) for a Canadian Indigenous student living in the Province of Alberta for a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$788	$788	$732	$732
Course Administration	$177	$177	$163	$163

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and Technology Fee				
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
4 credit total	**$985**	**$985**	**$915**	**$915**

6 Credit

Student fees (re-registrations) for a Canadian Indigenous student living in the Province of Alberta for a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,182	$1,182	$1,098	$1,098
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29

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6 credit total	**$1,388**	**$1,388**	**$1,290**	**$1,290**

9 Credit

Student fees (re-registrations) for a Canadian Indigenous student living in the Province of Alberta for a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,773	$1,773	$1,647	$1,647
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
9 credit total	**$1,992.50**	**$1,992.50**	**$1,852.50**	**$1,852.50**

Indigenous students in Canada, outside Alberta

The following all-inclusive fees apply to Canadian Indigenous students who are living in Canada (but outside the province of Alberta).

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Regular and audit registrations (outside Alberta)

0 Credit

Canadian Indigenous student fees (regular and audit registrations) for an out-of-province Canadian student in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$591	$591	$549	$549
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Out of Province Fee	$187	$187	$187	$187
0 credit total	**$1,043**	**$1,043**	**$987**	**$987**

1 Credit

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Canadian Indigenous student fees (regular and audit registrations) for an out-of-province Canadian student in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$197	$197	$183	$183
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$201.50**	**$201.50**	**$187.50**	**$187.50**

3 Credit

Student fees (regular and audit registrations) for an out-of-province Canadian student in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$591	$591	$549	$549

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
Out of Province Fee	$187	$187	$187	$187
3 credit total	**$1,058.50**	**$1,058.50**	**$1,002.50**	**$1,002.50**

4 Credit

Student fees (regular and audit registrations) for an out-of-province Canadian student in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$788	$788	$732	$732
Course Administration	$177	$177	$163	$163

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and Technology Fee				
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
Out of Province Fee	$187	$187	$187	$187
4 credit total	**$1,260**	**$1,260**	**$1,190**	**$1,190**

6 Credit

Student fees (regular and audit registrations) for an out-of-province Canadian student in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,182	$1,182	$1,098	$1,098

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Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
Out of Province Fee	$187	$187	$187	$187
6 credit total	**$1,663**	**$1,663**	**$1,565**	**$1,565**

9 Credit

Student fees (regular and audit registrations) for an out-of-province Canadian student in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,773	$1,773	$1,647	$1,647
Course Administration	$177	$177	$163	$163

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and Technology Fee				
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
Out of Province Fee	$187	$187	$187	$187
9 credit total	**$2,267.50**	**$2,267.50**	**$2,127.50**	**$2,127.50**

Re-registrations (outside Alberta)

0 Credit

Canadian Indigenous student fees (re-registrations) for an out-of-province Canadian student in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$591	$591	$549	$549

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Course Administration and Technology Fee	$177	$177	$163	$163
Out of Province Fee	$187	$187	$187	$187
0 credit total	**$955**	**$955**	**$899**	**$899**

1 Credit

Student fees (re-registrations) for an out-of-province Canadian student in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$197	$197	$183	$183
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$201.50**	**$201.50**	**$187.50**	**$187.50**

3 Credit

Student fees (re-registrations) for an out-of-province Canadian student in a 3-credit course are calculated by combining the following:

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	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$591	$591	$549	$549
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
Out of Province Fee	$187	$187	$187	$187
3 credit total	**$970.50**	**$970.50**	**$914.50**	**$914.50**

4 Credit

Student fees (re-registrations) for an out-of-province Canadian student in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$788	$788	$732	$732

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
Out of Province Fee	$187	$187	$187	$187
4 credit total	**$1,172**	**$1,172**	**$1,102**	**$1,102**

6 Credit

Student fees (re-registrations) for an out-of-province Canadian student in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,182	$1,182	$1,098	$1,098
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($27)	$29	$29	$29	$29

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and Alumni Relations ($2) Fees				
Out of Province Fee	$187	$187	$187	$187
6 credit total	**$1,575**	**$1,575**	**$1,477**	**$1,477**

9 Credit

Student fees (re-registrations) for an out-of-province Canadian student in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$1,773	$1,773	$1,647	$1,647
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
Out of Province Fee	$187	$187	$187	$187

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9 credit total	**$2,179.50**	**$2,179.50**	**$2,039.50**	**$2,039.50**

Information effective for courses starting between May 1, 2025 and Aug. 31, 2025.

Updated January 16, 2025 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Canadian senior student fees

The following fees are effective for courses starting May 1, 2025. For courses starting before May 1, 2025, use these fees.

Canadian senior citizens

Canadian senior citizens (65 years of age or over) are offered a reduction in course registration fees. Seniors pay the full Course Administration and Technology Fee and Course Materials Fee portion of a registration but are given a reduction of one-half the tuition fee as reflected below.

Seniors are also given a reduction of one-half of the course extension fees; however, all other course and academic-related fees, including the one-time, non-refundable application fee and any service fees, must be paid in full.

The seniors' reduction does not apply to students living outside Canada or non-Canadian students living temporarily in Canada. Those students must refer to the regular fee categories.

Canadian senior citizens in Alberta

Regular and audit registrations (in Alberta)

0 Credit

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a 0-credit course are calculated by combining the following:

Ask AU

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$324	$324	$300	$300
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
0 credit total	**$589**	**$589**	**$551**	**$551**

1 Credit

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$108	$108	$100	$100

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Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$112.50**	**$112.50**	**$104.50**	**$104.50**

3 Credit

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$324	$324	$300	$300
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50

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3 credit total	**$604.50**	**$604.50**	**$566.50**	**$566.50**

4 Credit

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$432	$432	$400	$400
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
4 credit total	**$717**	**$717**	**$671**	**$671**

6 Credit

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Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$648	$648	$600	$600
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
6 credit total	**$942**	**$942**	**$880**	**$880**

9 Credit

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a 9-credit course are calculated by combining the following:

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$971	$971	$900	$900
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
9 credit total	**$1,278.50**	**$1,278.50**	**$1,193.50**	**$1,193.50**

Re-registrations (in Alberta)

0 Credit

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a 0-credit course are calculated by combining the following:

	Faculty of	Faculty of Health	Faculty of Humanities	Faculty of Science

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	Business **courses**	Disciplines **courses**	and Social Sciences **courses**	and Technology **courses**
Tuition fee	$324	$324	$300	$300
Course Administration and Technology Fee	$177	$177	$163	$163
0 credit total	**$501**	**$501**	**$463**	**$463**

1 Credit

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$108	$108	$100	$100
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$112.50**	**$112.50**	**$104.50**	**$104.50**

3 Credit

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Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$324	$324	$300	$300
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
3 credit total	**$516.50**	**$516.50**	**$478.50**	**$478.50**

4 Credit

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$432	$432	$400	$400

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Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
4 credit total	**$629**	**$629**	**$583**	**$583**

6 Credit

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$648	$648	$600	$600
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29

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6 credit total	**$854**	**$854**	**$792**	**$792**

9 Credit

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$971	$971	$900	$900
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
9 credit total	**$1,190.50**	**$1,190.50**	**$1,105.50**	**$1,105.50**

Canadian senior citizens outside Alberta

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Regular and audit registrations (outside Alberta)

0 Credit

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$324	$324	$300	$300
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Out of Province Fee	$187	$187	$187	$187
0 credit total	**$776**	**$776**	**$738**	**$738**

1 Credit

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a 1-credit course are calculated by

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combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$108	$108	$100	$100
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$112.50**	**$112.50**	**$104.50**	**$104.50**

3 Credit

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$324	$324	$300	$300
Course Administration and Technology Fee	$177	$177	$163	$163

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Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
Out of Province Fee	$187	$187	$187	$187
3 credit total	**$791.50**	**$791.50**	**$753.50**	**$753.50**

4 Credit

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$432	$432	$400	$400
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee	$88	$88	$88	$88

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(*exceptions apply)				
Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
Out of Province Fee	$187	$187	$187	$187
4 credit total	**$904**	**$904**	**$858**	**$858**

6 Credit

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$648	$648	$600	$600
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29
Out of Province Fee	$187	$187	$187	$187
6 credit total	**$1,129**	**$1,129**	**$1,067**	**$1,067**

9 Credit

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$971	$971	$900	$900
Course Administration and Technology Fee	$177	$177	$163	$163
Course Materials Fee **(*exceptions apply)**	$88	$88	$88	$88
Students' Union ($40.50)	$42.50	$42.50	$42.50	$42.50

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and Alumni Relations ($2) Fees				
Out of Province Fee	$187	$187	$187	$187
9 credit total	**$1,465.50**	**$1,465.50**	**$1,380.50**	**$1,380.50**

Re-registrations (outside Alberta)

0 Credit

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a 0-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$324	$324	$300	$300
Course Administration and Technology Fee	$177	$177	$163	$163
Out of Province Fee	$187	$187	$187	$187
0 credit total	**$688**	**$688**	**$650**	**$650**

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1 Credit

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a 1-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$108	$108	$100	$100
Students' Union Fee ($4.50)	$4.50	$4.50	$4.50	$4.50
1 credit total	**$112.50**	**$112.50**	**$104.50**	**$104.50**

3 Credit

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a 3-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$324	$324	$300	$300
Course Administration and	$177	$177	$163	$163

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Technology Fee				
Students' Union ($13.50) and Alumni Relations ($2) Fees	$15.50	$15.50	$15.50	$15.50
Out of Province Fee	$187	$187	$187	$187
3 credit total	**$703.50**	**$703.50**	**$665.50**	**$665.50**

4 Credit

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a 4-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$432	$432	$400	$400
Course Administration and Technology Fee	$177	$177	$163	$163

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
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Students' Union ($18) and Alumni Relations ($2) Fees	$20	$20	$20	$20
Out of Province Fee	$187	$187	$187	$187
4 credit total	**$816**	**$816**	**$770**	**$770**

6 Credit

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a 6-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$648	$648	$600	$600
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($27) and Alumni Relations ($2) Fees	$29	$29	$29	$29

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025. The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Out of Province Fee	$187	$187	$187	$187
6 credit total	**$1,041**	**$1,041**	**$979**	**$979**

9 Credit

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a 9-credit course are calculated by combining the following:

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Faculty of Science and Technology **courses**
Tuition fee	$971	$971	$900	$900
Course Administration and Technology Fee	$177	$177	$163	$163
Students' Union ($40.50) and Alumni Relations ($2) Fees	$42.50	$42.50	$42.50	$42.50
Out of Province Fee	$187	$187	$187	$187
9 credit total	**$1,377.50**	**$1,377.50**	**$1,292.50**	**$1,292.50**

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Course extensions

(Canadian seniors only) = $113 per extension

Information effective for courses starting May 1, 2025, to Aug. 31, 2025.

Updated January 16, 2025 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Academic related fees

The following fees are effective for courses starting May 1, 2025. For courses starting before May, 1, 2025, use these fees.

General Application Fee Non-refundable.	$138
The following fees apply to all students:	
Evaluation Fee Non-refundable.	$136
Refer to **Evaluations and Transfer Credit**	
Examination fees:	
Invigilation Fee Most invigilation centres charge a fee for exam invigilation. This fee is not covered in your tuition paid to Athabasca University. Please consult your local invigilation centre to determine its fee schedule.	

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Lost Exam Reimbursement Up to a maximum of $200	($200)
Supplemental Examination Request Fee Non-refundable.	$204
Extension Fee Up to 3 **extensions** (each extension is 2 months in length) may be granted during any 1 individualized-study course registration. Non-refundable.	per extension $226
Laboratory Course Fee Please note that AU is not responsible for any lab fees charged to you by another university.	
Laboratory Fee Mandatory and non-refundable.*	$61
*Laboratory fees are mandatory and cannot be waived. These non-refundable fees also apply to students with lab exemptions.	

Courses charged laboratory fees

Student pays the course registration fee and the compulsory laboratory fee (listed above) for the following courses:

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- BIOL 204
- BIOL 205
- BIOL 207
- BIOL 230
- BIOL 320
- BIOL 325
- BIOL 345
- BIOL 480
- CHEM 217
- CHEM 218
- CHEM 311
- CHEM 313
- CHEM 350
- CHEM 360
- COMP 444
- GEOG 365
- GEOL 200
- GEOL 201
- GEOL 207
- GEOL 319
- PHYS 200
- PHYS 201

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- PHYS 202
- PHYS 204
- PHYS 205

Course Administration and Technology Fee (definition):	
Faculty of Business courses:	$177
Faculty of Health Disciplines courses:	$177
Faculty of Humanities and Social Sciences courses:	$163
Faculty of Science and Technology courses:	$163
Course Materials Fee (definition): NOTE: The Course Materials Fee is $88 per course for courses starting May 1, 2025, or later. For courses starting before this date, the Course Materials Fee is $72 per course.	$88
Letter of Permission Fee (per letter):	N/C
Parchment Replacement Fee: Non-refundable.	$73
Prior Learning Assessment Fee:	$1,022

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Non-refundable.	
Prior Learning Withdrawal Fee: Non-refundable.	$303
Prior Learning Extension Fee: Non-refundable.	$303
Transcript Fee (per year, as needed, paid to MyCreds™):	$10, plus tax
Withdrawal Processing Fee: Retained by Athabasca University when you withdraw from your course within a specific time frame. Non-refundable. › Refunds	$203

Nursing Clinical Fees*: These fees are for specific undergraduate (Post-LPN Bachelor of Nursing) courses and is in addition to the regular tuition for these courses:	
NURS 437 – 6 credits x $66	$396
NURS 401 – 6 credits x $66	$396
NURS 441 – 9 credits x $66	$594

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* Covers the cost of meeting requirements imposed by Alberta Health Services and Health Sciences Placement Network.	

ProctorU Fees

ProctorU Charges to Student for Invigilating an Exam

NOTE: ProctorU fees, like all external invigilator fees, are in addition to any Athabasca University fees (such as Supplemental Exam fees). Even though ProctorU provides the Take it Soon and Take it Now options, you must still follow the **timelines** required by AU to request your exam.

Athabasca University is not responsible for making any payments to ProctorU. Payment of all proctoring fees will be the obligation of the individual student. Any charges applicable to the student must be paid with a credit or debit card. The student will be required to enter payment information into a secure page connected to a third-party card processor. The page is encrypted and ProctorU does not see or store the credit cards data. Students will have to re-enter payment information each time new charges are incurred.

ProctorU determines exam length based on the maximum time

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allowed for writing an exam, as communicated by Athabasca University, not the time the student requires to actually complete the exam, which may be less.

Exam Length	Flex Scheduling	Take it Soon**	Take it now**
60 Minutes or Less	$14.70*	Flex Fee +$8.00*	Flex Fee +$12.00*
61-120 Minutes	$22.05*	Flex Fee +$8.00*	Flex Fee +$12.00*
121-180 Minutes	$28.35*	Flex Fee +$8.00*	Flex Fee +$12.00*
181 Minutes or More	$37.80*	Flex Fee +$8.00*	Flex Fee +$12.00*

*All fees are in US Funds.

**Take it Soon and Take it Now fees are subject to change.

Optional Fees

To write an online exam AU has issued, flex scheduling allows a student to make an invigilation appointment at least 72 hours before the desired start time. However, at an additional cost, a student may choose the Take it Soon or Take it Now options. Take it Soon allows a test to be scheduled within 72 hours of the chosen start time; Take it Now allows a test to be taken on-demand with no appointment needed. These options are for the convenience of

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the examinee and are not required.

Information is effective for course starting May 1, 2025 to Aug. 31, 2025.

Updated January 16, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Estimated program fees

The following course tuition fees are effective for students registering in courses from Sep. 1, 2024 to Aug. 31, 2025.

The following fees are all-inclusive and apply to all Athabasca University undergraduate program students. Before registration in courses, students must pay the one-time non-refundable **General Application Fee**. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the program fees were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other **Academic-Related Fees**, such as lab fees, examination fees, etc. are not included in these numbers.

120-credit program fees

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 120-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable **General Application Fee**. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be

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different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other **Academic-Related Fees**, such as lab fees, examination fees, etc. are not included in these numbers.

120-credit programs

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Facu Scier and Tech **cour**
Permanent residents of Alberta	$36,860	$36,860	$34,380	$34,3
Indigenous students in Alberta	$34,220	$34,220	$31,980	$31,9
Canadian senior citizens in Alberta	$23,540	$23,540	$22,020	$22,0
Canadian residents outside of Alberta	$44,340	$44,340	$41,860	$41,8

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Indigenous students in Canada, outside Alberta	$41,700	$41,700	$39,460	$39,4
Canadian senior citizens outside of Alberta	$31,020	$31,020	$29,500	$29,5
Non-Canadians living temporarily in Alberta	$63,140	$63,140	$58,740	$58,7
Non-Canadians living temporarily in Canada, outside Alberta	$70,620	$70,620	$66,220	$66,2
Students living outside Canada	$68,220	$68,220	$65,740	$65,7

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90-credit program fees

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 90-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable **General Application Fee**. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other **Academic-Related Fees**, such as lab fees, examination fees, etc. are not included in these numbers.

90-credit programs

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Facu Scier and Tech **cour**
Permanent residents of Alberta	$27,645	$27,645	$25,785	$25,7
Indigenous students in Alberta	$25,665	$25,665	$23,985	$23,9
Canadian				

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senior citizens in Alberta	$17,655	$17,655	$16,515	$16,5
Canadian residents outside of Alberta	$33,255	$33,255	$31,395	$31,3
Indigenous students in Canada, outside Alberta	$31,275	$31,275	$29,595	$29,5
Canadian senior citizens outside of Alberta	$23,265	$23,265	$22,125	$22,1
Non-Canadians living temporarily in Alberta	$47,355	$47,355	$44,055	$44,(
Non-Canadians living temporarily in Canada,	$52,965	$52,965	$49,665	$49,(

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outside Alberta				
Students living outside Canada	$51,165	$51,165	$49,305	$49,3

60-credit program fees

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 60-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable **General Application Fee**. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other **Academic-Related Fees**, such as lab fees, examination fees, etc. are not included in these numbers.

60-credit programs

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Facu Scier and Tech **cour**

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Permanent residents of Alberta	$18,430	$18,430	$17,190	$17,19
Indigenous students in Alberta	$17,110	$17,110	$15,990	$15,9
Canadian senior citizens in Alberta	$11,770	$11,770	$11,010	$11,0
Canadian Residents outside of Alberta	$22,170	$22,170	$20,930	$20,9
Indigenous students in Canada, outside Alberta	$20,850	$20,850	$19,730	$19,7
Canadian senior citizens outside of Alberta	$15,510	$15,510	$14,750	$14,7
Non-				

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Canadians living temporarily in Alberta	$31,570	$31,570	$29,370	$29,3
Non-Canadians living temporarily in Canada, outside Alberta	$35,310	$35,310	$33,110	$33,1
Students living outside Canada	$34,110	$34,110	$32,870	$32,8

45-credit program fees

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 45-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable **General Application Fee**. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other **Academic-Related Fees**, such as lab fees,

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examination fees, etc. are not included in these numbers.

45-credit program

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Fac Sci and Tec **cou**
Permanent residents of Alberta	$13,822.50	$13,822.50	$12,892.50	$12
Indigenous students in Alberta	$12,832.50	$12,832.50	$11,992.50	$11,
Canadian senior citizens in Alberta	$8,827.50	$8,827.50	$8,257.50	$8,
Canadian residents outside of Alberta	$16,627.50	$16,627.50	$15,697.50	$15
Indigenous students in Canada,	$15,637.50	$15,637.50	$14,797.50	$14

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outside ALberta				
Canadian senior citizens outside of Alberta	$11,632.50	$11,632.50	$11,062.50	$11,
Non-Canadians living temporarily in Alberta	$23,677.50	$23,677.50	$22,027.50	$2
Non-Canadians living temporarily in Canada, outside Alberta	$26,482.50	$26,482.50	$24,832.50	$2
Students living outside Canada	$25,582.50	$25,582.50	$24,652.50	$2

42-credit program fees

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The following all-inclusive fees apply to all Athabasca University program students enrolled in a 42-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable **General Application Fee**. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other **Academic-Related Fees**, such as lab fees, examination fees, etc. are not included in these numbers.

42-credit programs

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Facu Scier and Tech **cour**
Permanent residents of Alberta	$12,901	$12,901	$12,033	$12,0
Indigenous students in Alberta	$11,977	$11,977	$11,193	$11,19
Canadian senior citizens in Alberta	$8,239	$8,239	$7,707	$7,70

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Canadian residents outside of Alberta	$15,519	$15,519	$14,651	$14,6
Indigenous students in Canada, outside Alberta	$14,595	$14,595	$13,811	$13,8
Canadian senior citizens outside of Alberta	$10,857	$10,857	$10,325	$10,3
Non-Canadians living temporarily in Alberta	$22,099	$22,099	$20,559	$20,5
Non-Canadians living temporarily in Canada, outside Alberta	$24,717	$24,717	$23,177	$23,1

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Students living outside Canada	$23,877	$23,877	$23,009	$23,(

33-credit program fees

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 33-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable **General Application Fee**. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other **Academic-Related Fees**, such as lab fees, examination fees, etc. are not included in these numbers.

33-credit program

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Fac Scie and Tec **cou**
Permanent residents of Alberta	$10,136.50	$10,136.50	$9,454.50	$9,4

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Indigenous students in Alberta	$9,410.50	$9,410.50	$8,794.50	$8,7
Canadian senior citizens in Alberta	$6,473.50	$6,473.50	$6,055.50	$6,(
Canadian residents outside of Alberta	$12,193.50	$12,193.50	$11,511.50	$11,5
Indigenous students in Canada, outside Alberta	$11,467.50	$11,467.50	$10,851.50	$10
Canadian senior citizens outside of Alberta	$8,530.50	$8,530.50	$8,112.50	$8,1
Non-Canadians living temporarily in Alberta	$17,363.50	$17,363.50	$16,153.50	$16,

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Non-Canadians living temporarily in Canada, outside Alberta	$19,420.50	$19,420.50	$18,210.50	$18
Students living outside Canada	$18,760.50	$18,760.50	$18,078.50	$18

30-credit program fees

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 30-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable **General Application Fee**. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other **Academic-Related Fees**, such as lab fees, examination fees, etc. are not included in these numbers.

30-credit programs

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	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Facu Scier and Tech **cour**
Permanent residents of Alberta	$9,215	$9,215	$8,595	$8,59
Indigenous students in Alberta	$8,555	$8,555	$7,995	$7,99
Canadian senior citizens in Alberta	$5,885	$5,885	$5,505	$5,50
Canadian residents outside of Alberta	$11,085	$11,085	$10,465	$10,4
Indigenous students in Canada, outside Alberta	$10,425	$10,425	$9,865	$9,86
Canadian				

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senior citizens outside of Alberta	$7,755	$7,755	$7,375	$7,37
Non-Canadians living temporarily in Alberta	$15,785	$15,785	$14,685	$14,6
Non-Canadians living temporarily in Canada, outside Alberta	$17,655	$17,655	$16,555	$16,5
Students living outside Canada	$17,055	$17,055	$16,435	$16,4

24-credit program fees

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 24-credit undergraduate program. Before registration in courses, students must pay the one-time

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non-refundable **General Application Fee**. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other **Academic-Related Fees**, such as lab fees, examination fees, etc. are not included in these numbers.

24-credit programs

	Faculty of Business **courses**	Faculty of Health Disciplines **courses**	Faculty of Humanities and Social Sciences **courses**	Facu Scier and Tech **cour**
Permanent residents of Alberta	$7,372	$7,372	$6,876	$6,87
Indigenous students in Alberta	$6,844	$6,844	$6,396	$6,39
Canadian senior citizens in Alberta	$4,708	$4,708	$4,404	$4,4(
Canadian residents outside of	$8,868	$8,868	$8,372	$8,37

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Alberta				
Indigenous students in Canada, outside Alberta	$8,340	$8,340	$7,892	$7,89
Canadian senior citizens outside of Alberta	$6,204	$6,204	$5,900	$5,90
Non-Canadians living temporarily in Alberta	$12,628	$12,628	$11,748	$11,74
Non-Canadians living temporarily in Canada, outside Alberta	$14,124	$14,124	$13,244	$13,2
Students living outside Canada	$13,644	$13,644	$13,148	$13,14

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Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated January 24, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Courses with no course material fees

The following courses either do not have a course package or the textbooks are open-source material and available to students at no cost. These courses are not charged the Course Materials Fee.

Note: Because the courses in this list are reflective of the type of course package used, the courses listed may change without notice as course revisions occur.

Course names starting with the letter "A"

ACCT 345 – **Not-for-Profit Accounting**	(3)
ADMN 368 – **Introduction to Date Analytics Technology**	(3)
ADMN 499 – **Directed Study in Administrative Studies**	(3)
ADST 300 – **Foundations of Architectural Design:**	

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Elements	(3)
ADST 350 – **Foundations of Architectural Design: Simple Habitat**	(3)
ADST 400 – **Foundations of Architectural Design: Collective Habitat**	(3)
ADST 450 – **Architectural Design: Cultural, Recreational, and Institutional**	(3)
ADST 490 – **Foundations of Architectural Design: Workplace**	(3)
ANTH 336 – **The Story of Us: The Evolution of Human Behaviour**	(3)
ANTH 384 – **The Family in World Perspective**	(3)
ANTH 407 – **Examining Cultures: Advanced Readings in Regional Ethnology**	(3)
APST 255 – **Computer Aided Design**	(3)
ARHI 301 – **Canadian Visual Culture**	(3)
ASTR 495 – **Astronomy and Astrophysics Projects I**	(3)
ASTR 496 – **Astronomy and Astrophysics Projects II**	(3)

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Course names starting with the letter "B"

BIOL 401 – **Cell Biology**	(3)
BIOL 495 – **Biology Projects**	(3)
BIOL 496 – **Biology Projects**	(3)

Course names starting with the letter "C"

CHEM 301 – **Introduction to Biochemistry**	(3)
CHEM 350 – **Organic Chemistry I**	(3)
CHEM 360 – **Organic Chemistry II**	(3)
CHEM 495 – **Chemistry Projects**	(3)
CHEM 496 – **Chemistry Projects**	(3)
CMNS 202 – **Media and Power in Canadian Society**	(3)

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CMNS 302 – **Communication in History**	(3)
CMNS 321 – **Computing in Everyday Life**	(3)
CMNS 380 – **Corporate Communication**	(3)
CMNS 385 – **Rebel with a Cause: Social Movements in History and Popular Culture**	(3)
CMNS 401 – **Cultural Policy in Canada**	(3)
CMNS 420 – **Topics in Communication: Children and Media**	(3)
CMNS 450 – **Individual / Group Projects**	(3)
CMNS 455 – **Media Ethics**	(3)
COMP 206 – **Introduction to Computer Programming (C++)**	(3)
COMP 214 – **Interactive Technologies**	(3)
COMP 218 – **Introduction to Computer Programming with Python**	(3)
COMP 230 – **Storyboard Design and Development**	(3)
COMP 266 – **Introduction to Web Programming**	(3)

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COMP 268 – **Introduction to Computer Programming (Java)**	(3)
COMP 272 – **Data Structures and Algorithms**	(3)
COMP 282 – **Social Aspects of Games, Leisure, and Entertainment**	(3)
COMP 283 – **Effective Use of Myths and Facts in Computer Games**	(3)
COMP 306 – **C++ for Programmers**	(3)
COMP 325 – **UNIX Operating System – Principles and Administration**	(3)
COMP 470 – **Web Server Management**	(3)
COMP 486 – **Mobile and Internet Game Development**	(3)
COMP 489 – **Distributed Computing**	(3)
COMP 494 – **Research Methods**	(3)
COMP 495 – **Computer and Information Systems Projects I**	(3)
COMP 496 – **Computer and Information Systems Projects II**	(3)

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

COMP 498 – **Independent Study I**	(3)
COMP 499 – **Independent Study II**	(3)
CRJS 350 – **Community Policing**	(3)
CRJS 377 – **Issues in Access to Information and Privacy Protection**	(3)
CRJS 385 – **Policing**	(3)
CRJS 480 – **Corrections and Penology**	(3)
CRJS 487 – **Group / Independent Studies**	(3)

Course names starting with the letter "E"

EDUC 300 – **Building the Canadian Learning Society: Historical Perspectives**	(3)
ENGL 255 – **Introductory Composition**	(3)
ENGL 353 – **Intermediate Composition**	(3)
ENGL 387 – **Writing Speculative Fiction**	(3)

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ENSC 495 – **Environmental Science Projects**	(3)
ENSC 496 – **Environmental Science Projects**	(3)
ENVS 243 – **Environmental Change in a Global Context**	(3)
ENVS 343 – **Global Environmental Change**	(3)

Course names starting with the letter "F"

FNCE 322 – **Personal Finance**	(3)
FREN 301 – **Composition Française**	(3)
FREN 362 – **Second Year University French**	(3)

Course names starting with the letter "G"

GEOG 495 – **Geography Projects I**	(3)
GEOG 496 – **Geography Projects II**	(3)

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GEOL 495 – **Geology Projects I**	(3)
GEOL 496 – **Geology Projects II**	(3)
GLST 205 – **Building Blocks of Global Studies: Overview of Approaches, Concepts, and Issues**	(3)
GLST 230 – **Globalization and World Politics**	(3)
GLST 243 – **Environmental Change in a Global Context**	(3)
GLST 343 – **Global Environmental Change**	(3)
GLST 395 – **Political Economy of Development: People, Processes, and Policies**	(3)
GLST 440 – **Global Governance and Law**	(3)
GLST 483 – **Political Economy of Globalization**	(3)
GOVN 301 – **Governance, the Public Sector, and Corporate Power**	(3)
GOVN 377 – **Issues in Access to Information and Privacy Protection**	(3)
GOVN 400 – **Governance and Leadership**	(3)

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GOVN 405 – **Innovative Public Management**	(3)
GOVN 440 – **Global Governance and Law**	(3)

Course names starting with the letter "H"

HADM 235 – **Introduction to Health Administration**	(3)
HADM 315 – **Health and Community Development**	(3)
HADM 339 – **Organization of the Canadian Health Care System**	(3)
HADM 435 – **Practicum – Senior Field Placement in Health Administration**	(3)
HERM 312 – **Heritage Research**	(3)
HERM 327 – **Heritage Policy in Canada**	(3)
HERM 334 – **Professional Ethics in Heritage Resources Management**	(3)
HERM 339 – **Conservation**	(3)
HERM 342 – **General Principles of Planning Historic**	

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Places	(3)
HERM 361 – **Interpretive Programming**	(3)
HERM 491 – **Heritage Certificate Practicum**	(3)
HIST 316 – **Heritage Research**	(3)
HIST 330 – **Social History of Canada: European Contact to Early Industrialization**	(3)
HIST 331 – **Social History of Canada: Early Industrialization to Contemporary Canada**	(3)
HIST 362 – **Constructing Women and Men in Canada: A History Since Industrialization**	(3)
HIST 369 – **Indigenous Peoples in Canada Since 1830**	(3)
HIST 491 – **Directed Studies in North American History**	(3)
HIST 492 – **Special Projects in European History**	(3)
HLST 201 – **Introduction to Human Health (II)**	(3)
HRMT 323 – **Injury Compensation and Disability Management**	(3)

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HRMT 331 – **Managing Human Resources – A Business Perspective**	(3)
HRMT 386 – **Introduction to Human Resource Management**	(3)
HSRV 201 – **Social Work and Human Services**	(3)
HSRV 306 – **Critical Reflection for Practice**	(3)
HSRV 400 – **Governance and Leadership**	(3)
HSRV 489 – **Capstone: A Synthesis of Program Learning Outcomes**	(3)

Course names starting with the letter "I"

IDRL 308 – **Occupational Health and Safety**	(3)
IDRL 309 – **Human Rights, the Charter, and Labour Relations**	(3)
IDRL 498 – **Directed Study in Industrial Relations**	(3)
IDRL 499 – **Doing Research in Organizations**	(3)

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INBU 201 – **Introduction to Indigenous Business**	(3)
INBU 461 – **Indigenous Community Planning and Economic Development I**	(3)
INBU 462 – **Indigenous Community Planning and Economic Development II**	(3)
INBU 490 – **Applied Research in Indigenous Business**	(3)
INST 369 – **Indigenous Peoples in Canada Since 1830**	(3)
INST 390 – **Individual Research Projects in Indigenous Studies**	(3)
INST 391 – **Group Research Topics in Indigenous Studies**	(3)
INST 493 – **Individual Directed Research in Government and Laws**	(3)
INTR 230 – **Globalization and World Politics**	(3)
INTR 395 – **Political Economy of Development: People, Processes, and Policies**	(3)
INTR 483 – **Political Economy of Globalization**	(3)

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Course names starting with the letter "L"

LBST 411 – **Special Projects in Labour Studies I**	(3)
LBST 412 – **Special Projects in Labour Studies II**	(3)
LGST 249 – **Legal Literacy**	(3)
LGST 377 – **Issues in Access to Information and Privacy Protection**	(3)
LGST 390 – **Women, Equality and the Law**	(3)
LGST 489 – **Alternative Dispute Resolution**	(3)

Course names starting with the letter "M"

MATH 244 – **Business Mathematics**	(3)
MATH 492 – **Special Study I**	(3)
MATH 493 – **Special Study II**	(3)
MATH 495 – **Mathematics Projects I**	(3)

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MATH 496 – **Mathematics Projects II**	(3)
MGSC 499 – **Applied Projects in Management Science**	(3)
MKTG 410 – **E-Marketing**	(3)

Course names starting with the letter "N"

NURS 250 – **Exploration of Professional Nursing Practice**	(3)
NURS 322 – **Nursing Informatics**	(3)
NURS 324 – **Concepts and Theories in Nursing Practice**	(3)
NURS 328 – **Understanding Research**	(3)
NURS 401 – **Professional Practice with Adults Experiencing Health Alterations**	(6)
NURS 437 – **Professional Practice in Family and Community Health Promotion**	(3)
NURS 441 – **Consolidated Professional Practice**	(9)

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NUTR 495 – **Nutrition Projects**	(3)
NUTR 496 – **Nutrition Projects**	(3)

Course names starting with the letter "P"

PHIL 240 – **Ancient Philosophy: The Rise of Reason in a Mythic World**	(3)
PHIL 334 – **Professional Ethics in Heritage Resources Management**	(3)
PHIL 371 – **Ethics in Science and Technology**	(3)
PHYS 200 – **Introductory Physics I**	(3)
PHYS 495 – **Physics Projects I**	(3)
PHYS 496 – **Physics Projects II**	(3)
POEC 230 – **Globalization and World Politics**	(3)
POEC 395 – **Political Economy of Development: People, Processes, and Politics**	(3)
POEC 483 – **Political Economy of Globalization**	(3)

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POEC 499 – **Directed Study in Political Economy**	(3)
POLI 291 – **Media and Power in Canadian Society**	(3)
POLI 301 – **Governance, the Public Sector, and Corporate Power**	(3)
POLI 307 – **Political Ideologies**	(3)
POLI 350 – **Women in Canadian Politics**	(3)
POLI 357 – **Political Philosophy: Hobbes to Human Rights**	(3)
POLI 400 – **Governance and Leadership**	(3)
POLI 405 – **Innovative Public Management**	(3)
POLI 440 – **Global Governance and Law**	(3)
PSYC 210 – **Experiential Learning in the Celebration of Diversity**	(3)
PSYC 347 – **Introduction to Feminist Counselling**	(3)
PSYC 405 – **Creating a Working Alliance**	(3)
PSYC 418 – **Special Projects in Psychology**	(3)

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PSYC 426 – **Psychology of Families and Parenting**	(3)

Course names starting with the letter "S"

SCIE 480 – **Research Methods in Science**	(3)
SCIE 495 – **Science Projects I**	(3)
SCIE 496 – **Science Projects II**	(3)
SOCI 331 – **Environmental Influences on Development and Aging Across the Life Course**	(3)
SOCI 345 – **Women, Gender and Work in Canada**	(3)
SOCI 378 – **Rebel with a Cause: Social Movements in History and Popular Culture**	(3)
SOCI 426 – **Knowledge Mobilization for Multiple Audiences**	(3)
SPAN 200 – **Introductory Spanish I**	(3)
SPAN 330 – **Textual Analysis and Composition**	(3)

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Course names starting with the letter "W"

WGST 310 – **Feminist Approaches to Counselling Women**	(3)
WGST 345 – **Women, Gender and Work in Canada**	(3)
WGST 362 – **Constructing Women and Men in Canada: A History Since Industrialization**	(3)
WGST 401 – **Contemporary Feminist Theory**	(3)
WGST 465 – **Directed Studies in Women's and Gender Studies**	(3)
WGST 499 – **Final Project**	(3)

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated February 24, 2025 by Office of the Registrar (calendar@athabascau.ca)

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Challenge for credit fees

The following course tuition fees are effective for students registering with a start date of Sep. 1, 2024 to Aug. 31, 2025. Fees for courses starting before September, use these fees.

The challenge for credit process allows students to demonstrate that they have acquired a command of the general subject matter, knowledge, intellectual and/or other skills that would be found in an undergraduate course for which they are seeking credit.

Challenge for credit fees are non-refundable.

Before you consider registering in a challenge course, it is important that you read the **Challenge for Credit** section.

The following are tuition fees only. Students may purchase the required print course materials, limited to hard copy textbooks and print readings as follows:

1. by contacting AU's Learning Resource Services via email at **cmat@athabascau.ca**. All materials will be charged at full cost (defined as AU's full purchase cost, plus shipping, plus a 20 per cent handling fee) or;
2. by accessing the list of materials from the **course syllabus** and sourcing the materials via a book store, online book retailer, or other means.

Note: Students will not be provided access to the online individualized study

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course site, the student manual, eTextbooks, or course study guide in a Challenge for Credit registration. If an eTextbook is offered for the course, it must be purchased from the publisher or a third-party vendor.

Depending on where you live, allow approximately three weeks or more to receive your course materials package.

Canadian residents

Credit weight	Per course
3 credit	$134
4 credit	$134
6 credit	$268

Students living outside Canada

Credit weight	Per course	Per course (for program students enrolled before July 27, 2017 who remain active)

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3 credit	$438	$212
4 credit	$438	$212
6 credit	$674	$424

Non-Canadian students living temporarily in Canada

Credit weight	Per course
3 credit	$268
4 credit	$268
6 credit	$536

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Refunds

If you formally withdraw from your individualized study course or your grouped study course, you must follow the regulations in the following sections that apply to you.

Individualized study course refund

Individualized study course tuition

The timing of a course withdrawal will impact eligibility for a refund of tuition.

Prior to the course contract start date: A refund of tuition and the course administration and technology fee, less the course withdrawal processing fee, may be granted if you formally withdraw from an individualized study course prior to the course contract start date and you are not involved in a disciplinary proceeding involving either academic or non-academic misconduct.

Within the first 30 days of the course contract: A refund of

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tuition and the course administration and technology fee, less the students' union fees and the course withdrawal processing fee, may be granted if you formally withdraw from an individualized study course from the course contract start date up to 30 days after, providing the course final exam has not been written (or if all coursework has been submitted for marking, if there is no final exam) and you are not involved in a disciplinary proceeding involving either academic or non-academic misconduct.

Exception: Normally, no refunds will be given at any point after registration for nursing practicum courses or health administration practicum courses.

› **See fees**

Individualized study course materials refund

A refund of the **course materials fee** will only be considered if you meet the course refund criteria and the University receives the course materials complete, unmarked, and undamaged within 30 days of your course withdrawal date. You will not receive a refund for course materials received by the University outside this time frame (late return).

Note: All returned course materials become the property of the University and will not be returned to you. Most AU courses include software, and/or software access codes. **If the packaging around the software or the software access code has been opened you will not be eligible for a refund of the course materials fee. Once opened, the software cannot be re-issued and the material should not be returned.**

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eTextbooks

If the course materials for the course are only eTexts, the student does not need to do anything further than submitting their **withdrawal request**. The refund will be automatic if the withdrawal is received within the 30-day withdrawal period.

Individualized study refund procedure

Procedure for individualized study course tuition refund

Complete and submit the **Course Withdrawal Request Form – online** . The date of withdrawal will be the date of the submission.

No tuition refunds are issued if you withdraw more than 30 days after your course contract start date.

Tuition refunds are processed within approximately 45 days of Athabasca University's receipt of the course withdrawal request. Your refund will be processed according to your method of payment, e.g., your credit card account will be credited, a cheque will be forwarded to your current mailing address, etc.

For information on how a withdrawal request impacts your academic record, please refer to **Course procedures** in the Registration section.

Procedure for course materials refund

To obtain a refund of the course materials fee, complete and submit the **Course Withdrawal Request Form (Individualized**

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Study) , along with the materials eligible to be issued to another student (e.g. returned complete and unmarked, including any unopened software packaging) to:

Athabasca University
Learning Resource Services
Tim Byrne Centre
4001 Highway 2 South
Athabasca, AB, Canada T9S 1A4
Fax no: 780-675.6174

Include your full name, address, and student identification number with any returned course materials. Your course materials refund will be processed according to your initial method of payment, e.g., your credit card account will be credited, a cheque will be forwarded to your current mailing address, etc. You are required to pay the postage on any returned materials.

- **Course Withdrawal Request Form – online**
- **Course Withdrawal Request Form – PDF**

Grouped study course refund

Grouped study course tuition

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The timing of a course withdrawal will impact eligibility for a refund of tuition.

Prior to the course contract start date: A refund of tuition and the course administration and technology fee, less the course withdrawal processing fee, may be granted if you formally withdraw from a grouped study course prior to the course contract start date and you are not involved in a disciplinary proceeding involving either academic or non-academic misconduct.

Within the first 15 days of the course contract: A refund of tuition and the course administration and technology fee, less the students' union fees and the course withdrawal processing fee, may be granted if you formally withdraw from a grouped study course from the course contract start date up to 15 days after, provided the course final exam has not been written (or if all coursework has been submitted for marking, if there is no final exam) and you are not involved in a disciplinary proceeding involving either academic or non-academic misconduct.

› **See fees**

Grouped study refund procedures

Complete and submit the **Course Withdrawal Request Form (Grouped Study)** to the designated area of the facility where the grouped study course is being offered, or scanned and **emailed**. The date of withdrawal will be the submission date.

Refunds are processed within approximately 45 days of AU's

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receipt of the grouped study course withdrawal request. Your refund will be processed according to your method of payment, e.g., your credit card account will be credited, a cheque will be forwarded to your current mailing address, etc.

For information on withdrawing from a grouped study course, and the impact on your academic record, please refer to **Grouped Study Courses** in the Registration section.

- **Grouped Study Withdrawal Request Form**

Credit balance

Credit balance refund

Credit balances on your account, except for students who receive financial assistance from the Alberta Student Finance Board (or another provincial program), will be refunded to you or credited to your sponsor, whichever is applicable.

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Delinquent accounts

Students with delinquent accounts will have their registration cancelled. A cancelled registration shall constitute withdrawal from all courses and forfeiture of all fees paid to date. Accounts that remain unsettled 25 days after the date Financial Services issues you a written notice are considered delinquent.

If your account is in arrears, you will not receive Athabasca University services, including, but not limited to: examination results, transcripts or records of academic standing, Letters of Permission, evaluation, graduation, library borrowing privileges, online computing access, or subsequent registrations until your accounts have been settled.

This policy encompasses all financial obligations due Athabasca University, including those attributable to fees and deposits; non-return of equipment, material, or library books; failure to follow formal withdrawal or cancellation procedures; and any dishonoured cheques returned by the bank.

A returned cheque charge of $30 will be assessed on dishonoured (NSF, payment stopped, account closed, etc.) cheques.

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Receipts and T2202

When a student registers in a course, they are issued a confirmation letter that indicates, among other details, the student fees paid. See the following section for more information.

Students may be eligible for the Tuition, Education, and Textbook Amounts Certificate tax credit for each month of part-time or full-time registration. The section below gives information on retrieving your T2202 form, if eligible.

Receipts

When you register in a course, you are issued a confirmation letter that indicates, among other details, the student fees paid. Receipts for payment of fees are not issued unless requested.

If you require a receipt for reimbursement purposes by an employer, or for fees other than those listed in the confirmation letter, you must submit a separate request when you register or contact **Accounts Receivable**. In February each year, receipts for income tax credit purposes are issued.

Form T2202 (Tuition and Education Tax Credit)

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In Canada, you may be able to reduce income tax payable by claiming tax credits for enrolment in and payment of tuition and academic fees for Athabasca University's credit courses. At the end of February, the official Tuition, Education, and Textbook Amounts Certificate (form T2202) will be available to all eligible students in printable format on Athabasca University's website at **myAU** portal.

To be eligible for the tax credit, the total of such fees paid to an educational institution in Canada for the year must exceed $100. Fees paid to the Students' Union and Alumni Relations are not eligible for inclusion in the tuition tax credit.

The calendar year for which the fees are paid, not the date on which the fees are paid, is used to calculate eligible tuition fees. Tuition fees paid for courses that extend beyond the calendar year-end will be pro-rated on the T2202 according to the period of course delivery pertaining to each calendar year. For example, if a course has an October 1 start date and a March 31 contract end date, only 50 per cent of the tuition fee representing the October through December period will be reflected in the current year tax credit certificate. The remaining 50 per cent, representing January through March, will be reflected on the following year's T2202.

You may be eligible for the Tuition, Education, and Textbook Amounts Certificate tax credit for each month of part-time or full-time registration. For income tax purposes, a full-time student is defined as a person actively registered in a minimum of two credits per month.

Only the initial contract period is taken into consideration in the calculation of student status as reported on your Tuition, Education, and Textbook Amounts Certificate (Form T2202). Extensions are not considered in this calculation.

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The Tuition, Education, and Textbook Amounts Certificate reflects the number of months of enrolment that are eligible to be considered as part time or full time. Further details concerning the Tuition, Education, and Textbook Amounts Certificate may be found in **Canada Customs and Revenue Agency's** (CCRA) Personal Income Tax Guide or by contacting a CCRA district taxation office.

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Methods of payment

AU recommends paying your fees online. All fees are in Canadian dollars.

Full payment must accompany application forms, regardless of the registration method used. Requests with insufficient fees can't be processed until full payment is received.

1. Online payment

When you become a student or register for a course online through myAU, you can pay by debit card (Visa debit or MasterCard debit) or by credit card (MasterCard, Visa). Visit the **Financial Services** website for more information about the credit card convenience charge.

2. Credit Card

Please call 1-800-788-9041 and ask for Enrolment Services, to indicate that you wish to pay by credit card. You will receive a separate email notification from Athabasca University with a link to provide online credit card payment for this fee. This is a secure server, and you can pay using a Visa or Mastercard.

3. E-transfer (requires manual submission of printable application

When you register using printable forms, you can now pay by e-transfer directly to Athabasca University.

Step 1: email your printable form to **enrol@athabascau.ca**

Step 2: e-transfer funds to Athabasca University. This can be done by sending the e-transfer to **finar@athabascau.ca** with the following information in the

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message field:

- Your unique 7-digit Athabasca University student ID number (if a current student)
- Your full name (required in the event the e-transfer is coming from someone other than yourself, or if you have not yet completed your General Application form)
- Type of fee you are paying for (course fee, application fee, etc.)
- Course name and number you are paying for (if applicable)
- Email address and phone number (to contact you if necessary)

If you have questions, email **finar@athabascau.ca** for assistance.

3. Cheque or money order

If you wish to pay by cheque or money order, you must submit your application or course registration by mail. Returning students, please write your Student ID number on the cheque.

Undergraduate General Application Form

myAU (current students)

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Other fees

G.S.T.

The federal government's current guidelines exempt academic-related fees from the Goods and Services Tax (G.S.T.). G.S.T. is added to all other goods and services; for example, workshops, some publications, self-help seminars, and Athabasca University promotional sales items.

Information effective Sep. 1, 2024 to Aug. 31, 2025.

Updated January 24, 2025 by Office of the Registrar (calendar@athabascau.ca)

The content on these pages was captured on March 26, 2025, and is effective Jan. 1, 2025 to Aug. 31, 2025.
The online Calendar is the official version. If there are any discrepancies between this PDF version
and the online version, the online Calendar will be binding.

Financial assistance

The following course tuition fees are effective for students registering in courses from Sep. 1, 2024 to Aug. 31, 2025.

Financial assistance may be available to part-time and full-time students from their **Provincial financial aid agency**. Full- and part-time students may be eligible for loans, grants and bursaries. The amount of loan or bursary varies according to need. For financial aid purposes, full-time status is a minimum of 60 per cent of a full course load over a four month semester. Athabasca University's Financial Aid Advisors should be consulted for clarification regarding full- or part-time status.

The regular course contract dates of 6 and 12 months are reduced to 4 and 8 months for full-time AU students receiving financial aid. The regular 6- and 12-month contract dates apply to full-time students at other institutions who are taking only 1 or 2 courses with AU. All course start dates per semester must be the same. The regulations on course load, course completion requirements and eligibility conditions for the various Provincial Government Agencies are subject to change.

The regulations for funding require that academic progress be monitored. Students with student loans must also consider the minimum course requirements of their loan programs. Typically, this requires a minimum of three, 3-credit courses per 4-month funding period in order to maintain your full-time loan status.

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How to apply

Contact your local provincial financial aid agency to obtain information on the application process. Before the financial aid application is completed, you must contact AU and a Financial Aid Advisor will provide you with important information and assistance with the process. This includes the completion of the Loan Study Plan.

You must apply for funding at least four months before your anticipated course start date. Requested dates for funding periods cannot be changed without reassessment of the loan certificate by the particular student financial aid agency.

Email: **Athabasca University**

Awards, scholarships, and bursaries

Athabasca University offers a variety of student awards, scholarships, and bursaries. A complete list of award descriptions can be found online. Please use the **Student Awards Finder** to assist in your search for awards that may be applicable to your situation.

Have a question about awards, scholarships, or bursaries? **Browse frequently asked questions** to see what we get asked most often.

Website: **Student Awards**
Email: **awardsinfo@athabascau.ca**
1.800.788.9041 (ext. 6197)
1.780.675.6197

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