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## Recognition and Notation of Bilingual Learning Procedures (127a)

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<b>Policy Sponsor:</b>	Office of the Registrar
<b>Name of Parent Policy:</b>	<a href="#">Recognition and Notation of Bilingual Learning Policy (127)</a>
<b>Policy Contact:</b>	Associate Registrar, Transfer Credit Services
<b>Procedure Contact:</b>	Associate Registrar, Transfer Credit Services
<b>Effective Date of Procedures:</b>	December 11, 2013
<b>Review Date:</b>	Annually

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### Purpose

To establish the criteria under which an undergraduate student of Athabasca University receives recognition for studies completed in both official languages: English and French.

### Definitions

<b>Parchment</b>	Document issued by AU that communicates the nature of the credential and date of conferral. This document is signed and sealed by AU officials.
<b>Transcript</b>	Official document issued by AU that communicates the courses completed and the final grades achieved in those courses.

### Procedure

1. Students request the bilingual learning notation as part of their application for graduation by checking the appropriate box on the [Application for Graduation form](#).
2. Eligibility will be determined when the student file is reviewed as part of the degree audit process.
3. If the student is eligible under the policy guidelines, the following notation will be added to the student's transcript and parchment:



“This degree was completed in English and in French.”

### **Applicable Legislation and Regulations**

N/A

### **Related References, Policies, Procedures and Forms**

[Recognition and Notation of Bilingual Learning Policy \(127\)  
Application for Graduation Form](#)

### **History**

General Faculties Council, December 11, 2013, Motion # 17-04 (associated policy approved)