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Faculty of Fine Arts - Keele Campus

General Information

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Faculty of Fine Arts

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General Information

The Faculty is committed to excellence in the fine arts and defines its role and mission as follows:

- To prepare and encourage critically informed practitioners, scholars and teachers of the fine and performing arts, who will make new and significant contributions in Canada and internationally.
- To offer comprehensive training that integrates practical, critical, historical and theoretical approaches toward understanding and innovation in the context of a broad university experience.
- To offer undergraduate and graduate programs in six major disciplines of the fine and performing arts: dance, design, film and video, music, theatre and visual arts, as well as interdisciplinary courses and programs leading to the degrees of BA, BA Honours, BFA Honours, BDes Honours, and in specified areas, MA, MFA and PhD.
- To build, maintain and sustain a faculty complement of high quality, a community of scholars and practitioners in all disciplines.
- To provide education in the fine arts to the larger University community and to advance the teaching of the arts at all levels.
- To investigate, enliven and promote the fine arts in Canadian society while serving the varied constituencies of the community, locally, regionally, nationally and internationally.

Academic Advising and Student Responsibility

The information contained in this calendar and other publications is designed to be self-explanatory. The Faculty recognizes, however, there may be specific questions about regulations which are not answered here. Those questions should be addressed to one of the following sources of information given below.

Student Client Services (The Registrar's Office)

The Registrar's Office administers most of the academic regulations contained in the Faculty of Fine Arts section (416-736-5440; <http://www.registrar.yorku.ca>). This office provides a wide range of administrative services to students, staff and faculty members, including:

- performing general registrarial functions relating to enrolment and record-keeping;
- applying the Faculty's rules on academic standing, including eligibility to graduate;
- reporting final grades to students;
- producing official university transcripts;
- advising students about petitions and receiving petitions for exemptions from academic regulations.

Student and Academic Services

Student service/guidance personnel, prospective and current students and other interested persons wishing further information about the Faculty, the University and its programs or who wish to arrange a visit to the campus may contact the Student and Academic Services office, 201 Joan and Martin Goldfarb Centre for Fine Arts, at 416-736-5135. This office also

coordinates academic and peer advising programs for new students and provides information and advice to undergraduates and faculty concerning admission, degree programs and their requirements, academic regulations and procedures and convocation.

Department Offices

Enquiries regarding auditions and evaluations, course offerings and faculty should be addressed to the various department offices. Office locations and telephone numbers are listed in the departmental sections of this calendar.

Advising

The Faculty of Fine Arts considers academic advising an important responsibility. The Student and Academic Services area in the Faculty of Fine Arts provides assistance and support to students in the following areas:

- interpretation and application of the Faculty's academic regulations;
- selecting a major and courses;
- academic planning.

The above functions may vary in their significance to students at different times of the academic year and at different points in a student's academic career. Non-academic advising and counselling is offered by Career Services, the Counselling and Development Centre and the Office of Student Affairs.

Advising students is a shared responsibility of the Student and Academic Services office and the departments of the Faculty. Students should contact department offices throughout the year for advice and information related to their academic career including academic performance, degree programs and requirements.

Student Responsibilities

Every effort is made to ensure that students in the Faculty of Fine Arts have access to accurate information and individual advice and guidance. Within this context, and within the framework of Faculty and program regulations, students are responsible for making their own choices regarding courses and programs. Students should take special care to:

- ensure the courses they choose meet all the requirements for graduation;
- ensure the courses they choose meet prerequisites and are not exclusions or equivalents of other courses already taken;
- ensure the times of the courses they choose do not conflict;
- ensure the accuracy of their registration records, including all changes;
- note and observe deadlines and procedures, especially deadlines for adding and dropping courses;
- ensure full documentation is provided in support of petitions and other requests for special consideration;
- keep themselves informed about their academic progress, including their performance in individual courses. It is incumbent on faculty members to make available to their students assessments of their work and, if requested, to discuss students' progress with them.

Letters of Permission

Letters of permission allow Faculty of Fine Arts students to receive credit at York for courses taken at other universities. In order to receive credit for such courses, a letter of permission must be obtained prior to enrolling. Application forms for letters of permission are available at Student Client Services or on the Current Students Web site at <http://www.yorku.ca>, click on Current Students.

Courses which students propose to take on a letter of permission must be acceptable to the Faculty of Fine Arts teaching unit best able to judge their academic merit. The Faculty is under no obligation to accept courses taken without its permission.

Students must be in good academic standing to be eligible for a letter of permission; students under academic warning or debarment warning are not eligible.

In order to receive credit for courses taken on a letter of permission, students must arrange for the host institution to submit an official transcript

to the Registrar's Office, Student Services Centre. A minimum grade of C as understood by the Faculty of Fine Arts is required for credit to be granted. Grades earned in courses taken at other postsecondary institutions are not part of the student's York transcript and are not incorporated into the student's grade point averages in the Faculty of Fine Arts.

Should a student leave York University to pursue study at another postsecondary institution without a letter of permission, upon return to York, a new application to York is required and all previous transfer credit will be reassessed.

Undergraduate Degree Programs

The Faculty of Fine Arts believes in an interdisciplinary education integrated with pre-professional and professional work in the arts. The curriculum is designed to acquaint students with contemporary knowledge in the humanities, the social sciences and the natural sciences, as well as in the fine arts. In all programs, students pursue both theory and practice in the arts, in one or more fields, according to their artistic and scholarly needs and abilities.

The Faculty of Fine Arts offers four undergraduate degrees: the BA, the Honours BA, the Honours BFA, and, in partnership with Sheridan Institute of Technology and Advanced Learning, the Honours BDes. In general, students who concentrate in fine arts history, theory and/or criticism graduate with either a BA or BA Honours degree, and students concentrating in studio, performance and/or production work graduate with a BFA Honours or BDes Honours degree. Upon admission to the Faculty, students select a degree program which may be changed during subsequent registration periods with the approval of the related department.

Specialized Honours Program

The Specialized Honours program is designed for students who wish to concentrate in a particular discipline within a university context and obtain an intensive experience in that discipline. Specialized Honours programs are available in dance, design, film and video, music, theatre and visual arts.

General Honours Program

The General Honours Program in Fine Arts Cultural Studies is multidisciplinary, with an emphasis on the study of cultural, critical and historical issues. Students combine studies in the Fine Arts Cultural Studies Program with studies in one or more of the other fine arts departments.

BA Program

The BA in fine arts with majors in dance, film and video, fine arts cultural studies, music, theatre, and visual arts is designed to provide students with a further range of options, including preparation for a number of professional careers such as: creative arts therapy, arts administration, arts journalism, arts marketing, cultural tourism, community arts and cultural management.

Honours Double Major Program

The Honours Double Major program allows students to combine a major in dance, film and video, fine arts cultural studies, music, theatre or visual arts with a second major offered through the Faculty of Arts. Fine arts students in the Honours Double Major program must satisfy the basic degree requirements of the Faculty of Fine Arts and graduate with either a BA Honours or BFA Honours degree from the Faculty of Fine Arts. Some Honours Double Major combinations may require more than 120 credits.

Honours Major/Minor Program

The Honours Major/Minor program is designed for students who wish to combine a primary concentration in dance, film and video, fine arts cultural studies, music, theatre or visual arts with a secondary concentration in the Faculty of Arts, the Faculty of Environmental Studies, the Faculty of Fine Arts, or the Faculty of Science and Engineering. Fine arts students in the

Honours Major/Minor program must satisfy the basic degree requirements of the Faculty of Fine Arts and graduate with either a BA Honours or BFA Honours degree from the Faculty of Fine Arts. Some Honours Major/Minor combinations may require more than 120 credits.

Honours Double Major Interdisciplinary BA Program

Fine arts cultural studies or film and video (film studies) majors may pursue an Honours Double Major Interdisciplinary BA with a major in communication studies in the Faculty of Arts. Students complete the requirements for the second major within the context of their degree requirements. Please see the Programs of Study section in the Faculty of Arts portion of this calendar for details.

Coregistration in the Faculty of Education

Students registered in the Faculty of Fine Arts may apply for admission to the Concurrent Program of the Faculty of Education. Coregistered students work towards the separate degree requirements of both Faculties concurrently and if successful are awarded two degrees: the BA or the Honours BA or the Honours BFA from the Faculty of Fine Arts, and the BEd from the Faculty of Education.

A Faculty of Fine Arts Honours degree which normally takes four years to complete, will take five years when pursued concurrently with the bachelor of education degree. For those students interested in teaching at the primary, junior and intermediate levels, a BA degree and a BEd could be completed in four years. For further information, please consult the Faculty of Education section of this calendar.

Graduate Studies in Fine Arts

York University's Faculty of Graduate Studies offers several programs in fine arts. Programs leading to the MA degree include art history, dance, historical, critical and theoretical studies in film and video, and ethnomusicology and musicology. Programs leading to the MFA degree include film and video, theatre, and visual arts. It is also possible to obtain the MA or MFA in combination with an MBA degree. A PhD Program in Ethnomusicology and Musicology is also available.

Applicants should be aware that application deadlines and admission requirements vary from program to program. For further information, please consult the Faculty of Graduate Studies calendar.

Admission

Please refer to the Admission section of this calendar for general information on admission requirements and procedures.

Applicant Evaluation Procedures

In addition to the regular requirements for admission to the University, the Faculty of Fine Arts requires an evaluation of an applicant's suitability for many of its programs. The requirements for each department are detailed below. In order to be evaluated, a candidate must have applied for admission to the Faculty of Fine Arts.

For details on the process leading to an appointment for an evaluation interview/audition and for further information regarding the evaluation procedures, refer to the Faculty of Fine Arts Web site: <http://www.yorku.ca/finearts/>. Invitations to attend an evaluation interview/audition may be contingent on an applicant's previous or current year's grade point average. For general information concerning the Faculty of Fine Arts, contact Student and Academic Services, 201 Joan and Martin Goldfarb Centre for Fine Arts, 416-736-5135.

Applicants who reside outside the Greater Toronto Area should contact the department or Student and Academic Services to enquire about alternate arrangements for the audition/evaluation. Several departments hold auditions in selected major cities across Canada, appointments and details for which can be obtained by contacting the department offices.

Program in Fine Arts Cultural Studies

Applicants are required to complete a questionnaire designed to demonstrate their general background, various interests in the fine arts

disciplines and writing ability. An interview is not required, but may be granted if requested.

For an evaluation/application questionnaire, please visit the Fine Arts Web site at <http://www.yorku.ca/finearts> or contact the Fine Arts Cultural Studies Program Office at 416-736-5822 (facs@yorku.ca).

Department of Dance

BFA applicants are required to audition for the department. The audition consists of a short class in modern dance, ballet and improvisation taught by dance faculty followed by a personal interview. Out-of-town applicants unable to attend an audition may be evaluated by submitting a video in VHS format and three letters of reference.

Admission to the BA in dance is based on grades alone. No supplemental evaluation is required.

For further information visit the Fine Arts Web site at <http://www.yorku.ca/finearts> or contact the Department of Dance, 416-736-5137 (dance@yorku.ca).

Department of Design

The final selection of qualified candidates is based on the ranking of three criteria: overall academic results, a questionnaire and a portfolio. Questionnaires will be provided to all applicants to the program. Selected candidates invited to an interview must bring a portfolio of creative work, with detailed documentation. Specific requirements will be forwarded to the selected candidates. The interviews will focus upon the applicants' understanding of communications design and their conceptual, visual and communications abilities. For further information, please visit the Fine Arts Web site at <http://www.yorku.ca/finearts> or contact the Department of Design, 416-736-5885 (ysdn@yorku.ca).

Department of Film & Video

All BFA applicants will be mailed a supplementary application package, including a questionnaire. Applicants will be asked to complete the questionnaire which is designed to assess suitability for the program. Selected candidates will then be asked to attend a personal interview. For a supplementary application package and/or further information, please contact the Department of Film & Video, 416-736-5149 (flmvideo@yorku.ca). An early application is strongly recommended. For further information, please visit the Fine Arts Web site at <http://www.yorku.ca/finearts/>.

Admission to the BA in film history, criticism and theory is based on grades alone. No supplemental evaluation is required.

Department of Music

All applicants will be mailed an evaluation package including written instructions, a brief theory test, and a copy of the department handbook. Applicants are asked to submit a recording of two contrasting pieces, demonstrating their abilities and interests on the instrument(s) of choice. One piece on a secondary instrument is recommended but not required. Recordings or scores of original compositions or arrangements are also welcome. Recordings may be submitted on audio, videotape or DAT. Applicants will be asked to submit a 500-word letter of intent outlining their reasons for applying, future plans, and commenting on two of their favourite music recordings. For further information, please contact the Department of Music, 416-736-5242 (musicprg@yorku.ca) or visit the Fine Arts Web site at <http://www.yorku.ca/finearts/>.

Department of Theatre

All applicants will automatically be mailed an evaluation package to help prepare for the evaluation appointment. Applicants are evaluated on the basis of the following:

- A questionnaire focusing on their background in theatre. This is not a theatrical skills assessment, but rather an opportunity for applicants to express themselves and exhibit their interest in theatre.
- A public oral presentation of no more than three minutes. This presentation could take many forms: for instance, a monologue from a play; or a talk about a production recently seen, directed or designed; or information about a play written by the applicant, or a

reading from it giving the background to the work. The Department of Theatre needs to ascertain how applicants present themselves in public, how they perform, or how they speak about some aspect of theatre. All applicants — no matter what their area of prime interest — must be prepared to make this public presentation. Therefore, this should be planned in advance.

- A brief personal interview. Normally the questionnaire/presentation/interview process will take place during a half-day visit to the Keele campus or in another location closer to the applicant's home town. If there are significant reasons that an applicant cannot attend a personal interview/evaluation, the applicant should discuss with the department other evaluation methods, such as video auditions, portfolio or written submissions and/or telephone interviews.

Successful applicants will be expected to complete a medical questionnaire prior to beginning classes.

If further information is required, please contact the Department of Theatre at 416-736-5172 (theatre@yorku.ca) or visit the Fine Arts Web site at <http://www.yorku.ca/finearts/>.

Department of Visual Arts

All BFA applicants will automatically be sent an evaluation package. This provides applicants with an opportunity to outline related background and interests. Selected studio applicants will be invited to show a portfolio of six pieces including a sketchbook, idea-book or journal. Applicants are encouraged to show variety in their work; no fewer than two different media should be represented. There will also be a personal interview with one of the department's instructors. Art history applicants are not required to submit a portfolio but have the option of a personal interview.

Admission to the BA in art history is based on grades alone. No supplemental evaluation is required.

For information about the departmental evaluation process please visit the Faculty of Fine Arts Web site: <http://www.yorku.ca/finearts> or contact the Department of Visual Arts, 416-650-8191 (visarts@yorku.ca).

Second Degree Candidates

Students who hold a degree from an accredited institution may apply to the Faculty of Fine Arts to obtain a second undergraduate degree in a different discipline. Students who hold a BA degree (not an Honours degree) from another accredited institution may apply to the Faculty of Fine Arts to obtain an Honours degree in the same discipline. In all cases, second degree candidates are required to:

- complete a minimum of 30 additional credits at York University in accordance with the Faculty of Fine Arts residency requirement (courses taken as part of the first degree cannot be used to satisfy this requirement);
- fulfill all the requirements of the new major and minor programs; general education and elective requirements are waived.

The in-Faculty requirement should be regarded as the minimum number of additional courses; depending on the program selected and the amount of credit awarded for previous studies, the actual number of courses required for a second degree may well exceed that number.

No student will be permitted to pursue a second Honours degree in the same discipline.

Degree Reclassification

A student who has completed a York University BA degree (90 credit program) in the Faculty of Fine Arts may continue, after graduation, in a BA Honours program in the same subject area or in a BA Honours Double Major or Honours Major/Minor program including the same subject area, provided the cumulative and major grade point average are those required for the Honours program. A student who wishes to pursue a BFA Honours in the same field of study, may continue in the second degree, subject to the approval of the Faculty of Fine Arts, by submitting a change of degree form to the Registrar's Office. Please note that students who are approved by the Faculty to proceed, would normally receive 90 credits towards the BFA Honours in the same subject area.

A student who wishes to pursue a second BFA Honours or BA Honours in a different field of study must apply to the Admissions Office for admission

as a second degree candidate. The deadline to apply for fall admission is June 1.

General Regulations

The academic regulations of the Faculty of Fine Arts have been carefully prepared to outline for students the specific demands and expectations of a fine arts degree program. Students are expected to familiarize themselves with the rules and regulations of the Faculty and the University, and to abide by them. All students are subject to changes in regulations and requirements made after their first registration unless, in the opinion of the Faculty Council, undue hardship is involved.

Advising and Enrolment

Students newly admitted to the Faculty of Fine Arts will attend both an advising enrolment and fine arts orientation session at Student and Academic Services. Continuing students are encouraged to seek advising from their major departments prior to the summer and fall/winter enrolment periods. Students wishing to drop major courses during the term should check with an adviser first, as special permission may be required.

Maximum Course Load

Full-time students are those registered in 24 or more credits during the fall/winter academic session. 36 credits are allowed during the fall/winter session and 15 credits in the summer session for students majoring in dance, film and video, fine arts cultural studies, music, theatre and visual arts.

Students majoring in design may take a maximum of 36 credits during a calendar year.

Auditing

Students who wish to attend (audit) a course in the Faculty of Fine Arts on a non-credit basis must obtain written permission from the course instructor and the department Chair. For further information on courses available and course fees, please contact the fine arts department offering the course.

Residence Requirement

While allowing students to take a certain number of courses at other universities and in other Faculties of York University, in order to meet the residence requirement, the Faculty of Fine Arts requires that students complete a portion of their courses as follows:

- A minimum of 30 credits must be taken at York University.

Furthermore:

- no fewer than half of the credits required for the fine arts major must be taken in the Faculty of Fine Arts (i.e. courses with the prefix FA), including at least 12 credits at the 3000 or 4000 level, subject to any further prescriptions of the major department.

For students completing a minor in the Faculty of Fine Arts, no fewer than half of the credits required for the minor must be in-Faculty courses, i.e. courses with the prefix FA.

Academic Withdrawal

Before withdrawing from the University, students are encouraged to request an interview with the associate dean. In order to avoid receiving failing grades students must drop their courses by the published deadline.

Reactivation

Students who have been absent from the University for one or more academic sessions may apply to the Registrar's Office for reactivation, provided that they left their fine arts degree program in good standing and have not attended another postsecondary institution without a letter of permission. Information concerning reactivation can be obtained from the

Current Students Web site. Students who were ineligible to continue in the Faculty of Fine Arts at the time of their leaving must apply for re-admission.

Petitions

Petitions for Exemptions from the Regulations

The purpose of academic regulations is to allow students to develop their interests and talents to the fullest in ways consistent with the philosophy and standards of the Faculty. In establishing academic regulations, the Faculty also recognizes that instances will arise where it makes sense, in the context of a student's academic career, to petition or request a waiver of an academic regulation or deadline.

Petitions to waive internal departmental regulations should be submitted directly to the Chair/coordinator of the academic unit concerned. In consultation with appropriate faculty members, the Chair will determine whether the request is valid, and relay the decision in writing to the student and to the Registrar's Office where appropriate.

Committee on Administrative Affairs

Academic petitions from fine arts students for exceptions to all Faculty regulations, including petitions to continue their studies without interruption from students who have been required to withdraw or are debarred, are adjudicated by the Fine Arts Committee on Administrative Affairs during the fall/winter academic session. During the summer months, petitions are heard by summer authority as designated by the dean.

Note on Grade Reappraisals

Requests for the reappraisal of final grades are not petitions in the formal sense. Such requests should be directed to the teaching unit offering the course in question.

Right to Petition

Students in the Faculty of Fine Arts have the right to petition on reasonable grounds for special consideration. It should be noted, however, that a petition is a request for the waiver of a regulation; it cannot be used to create legislation (e.g. a degree program) that does not exist. Normally, petitions will not be considered by the Committee on Administrative Affairs more than one year beyond the date of the release of grades for the session to which the petition relates.

Petitions Procedure

Students shall petition all matters to their home Faculty with the exception of grade reappraisals, which are considered by the department/Faculty offering the course. Petitions are held in the strictest confidence. The committee considers the petition itself, any supporting documents (from professors or medical practitioners) and other relevant information contained in the student's record. Students and/or their representatives may appear before a committee only at the discretion or invitation of the committee. Appeals to decisions rendered on petitions are heard by the committee solely on the grounds of either new evidence or evidence of procedural irregularity. Appeals should be directed to the Adviser, Academic Services and Petitions, in Student and Academic Services, Fine Arts.

Initiating a Petition

To initiate a petition, a student must complete an undergraduate academic petition package. Petition packages are available from Student Client Services, 416-736-5440 or online at the Current Students Web site.

Petitions relating to a student's enrolment status or academic standing must be submitted within 30 days of the release of grade reports for the session. Such petitions may be considered for a period of up to one year if they are based on special circumstances.

Advice on petitioning is available from the Registrar's Office and from Student and Academic Services, Fine Arts, 201 Joan and Martin Goldfarb Centre for Fine Arts, 416-736-5135. Petitions should be brought or mailed to the appropriate committee in care of the Registrar's Office, Student Services Centre.

Grading and Academic Standards

Refer to section on Grades and Grading Schemes within the Academic Information section of this calendar for general information.

Alternative Grading Option (Pass/Fail)

Students in good standing may, after successfully completing 24 credits, enrol in up to 12 credits on an ungraded (pass/fail) basis. Courses taken on an ungraded basis may not be used to satisfy major, minor, general education or certificate requirements. Courses taken on an ungraded basis are recorded as P (pass) or F (fail), and neither grade is included in the calculation of grade point averages.

To designate a course as ungraded, a student must complete an application form available at Student Client Services, and submit it to that office before the end of the second week of classes in the course.

It is possible to revert to the regular grading scheme after choosing the alternative grading option. The Registrar's Office must be notified of this decision no later than the last day to withdraw from the course without academic penalty.

Grading Policy

- Within the first two classes, a written course outline must be provided to each student. Such an outline should announce the means of determining the final grade in a course. Such information must include the kinds of assignments, essays, examinations and other components which make up the grade; their relative weights; and any other procedures which enter into the determination of the final grade.
- In exceptional circumstances, a previously announced marking scheme for a course may be changed; the new marking scheme must also be distributed in written form. Any changes to a previously announced marking scheme must have the consent of all students registered in the course, such consent to be signified by their signatures.
- Feedback during course: Instructors are obligated to provide a mechanism by which students can be apprised of their progress in a course; in particular, students must be able to make an informed decision on whether to withdraw from a course. This will normally mean that students will receive graded feedback on work worth at least 15 per cent of the course grade before the deadline to withdraw from that course.
- No examination or test worth more than 20 per cent of the course grade may be scheduled during the last two weeks of class time, but must be scheduled during the formal exam period.
- Grades submitted by an instructor are subject to review by the teaching unit in which the course is offered, and by the Faculty of Fine Arts Committee on Administrative Affairs.

Grade Reappraisals

Students may, with sufficient academic grounds, request that a final grade in a course be reappraised. Further information may be obtained from the Student and Academic Services Office, Faculty of Fine Arts or from the unit offering the course. Students applying to have a grade reappraised in a Faculty of Fine Arts course should note the following:

- Deadlines:** Requests for reappraisal must be filed within three weeks of the release of grade reports for the term.
- Reassessable Work:** Students may question the overall course grade or the marking of the specific pieces of work. For reassessment of specific projects or assignments, tangible evidence of the original submitted work must be provided. Written, graphic, modelled, video recording or audio recording are acceptable formats for reassessment.
- Possible Grade Changes:** When a student asks for a reappraisal of a grade or assignment, an original grade may be raised, lowered or confirmed.
- Faculty Appeal Procedures:** The decision of the department or division may be appealed to the Faculty of Fine Arts Committee on Administrative Affairs only on grounds of procedural irregularity or new evidence. Appeals to CAA must be submitted to Student and Academic Services, Faculty of Fine Arts.

Deferred Standing

Deferred standing may be recorded and in effect in the following cases:

- If a student has missed an examination, or has not completed the course work due to sickness or other misfortune, it is the student's responsibility to make arrangements with the instructor to complete the course and to file a deferred standing agreement with the department by the specified deadline.
- If the nature of the academic exercise precludes the completion of certain course requirements before the grading deadlines, it is the instructor's responsibility to provide a written rationale to the Committee on Administrative Affairs.

Aegrotat Standing

In cases where deferred standing is not possible, students may be granted aegrotat standing (AEG) on the grounds of sickness, accident or family misfortune. Aegrotat standing excuses students from completing the remaining and required work for a course or courses although course credit is granted. The notation AEG is recorded on the transcript in place of a final grade. Aegrotat standing is normally dependent upon the student's having completed 75 per cent of the required course work at a minimum C+ level. Requests for aegrotat standing will not be considered before the final date for withdrawal from a course.

Petitions for aegrotat standing must be submitted to the Registrar's Office with documentation substantiating the misfortune and written support from the instructor(s). The petition will then be considered by the Faculty Committee on Administrative Affairs.

Aegrotat standing is seldom granted and will not be granted for more than one academic session prior to the completion of a degree.

Academic Standing

Academic standing depends on several factors including the number of courses a student has completed, the overall grade point average, the sessional grade point average and the major grade point average.

Grade reports include notice of academic standing and eligibility to proceed in Honours or BA programs.

Note: Advancement into second-year and upper-year studio/performance course in some programs may be determined by the designated departmental committee.

Grade Point Average Calculations

There are three different grade point averages (GPAs) calculated for Faculty of Fine Arts students:

- Overall grade point average:** Includes all courses (passed and failed) that the student has completed at York.
- Sessional grade point average:** Includes all courses (passed and failed) that the student has completed in the current session at York.
- Major grade point average:** Includes all courses (passed and failed) which count towards the major that the student has completed at York.

All courses taken at York, including failures, are included in grade point average calculations. Course completed outside York University are not included in grade point averages at York.

Honours BA, Honours BFA and Honours BDes

The following minimum grade point averages are required to continue and graduate with an Honours degree in the Faculty of Fine Arts:

- An overall grade point average of 5.0 (C+);
- A major grade point average of 5.0 (C+);
- To graduate, students must also have successfully completed (passed) at least 120 credits which meet the Faculty of Fine Arts and program requirements.

Admission to an Honours BA, Honours BFA and Honours BDes

Students With No Previous Postsecondary Education: Students who enter the Faculty of Fine Arts with no prior experience at a postsecondary educational institution (such as university and college) are automatically admitted to an Honours program.

Transfer Students: Students who enter with prior experience at a postsecondary educational institution are admitted to an Honours program if their prior overall grade point average (including failed courses) is at least the equivalent of 5.0 (C+) on the York scale.

Transferring from an Honours BA, Honours BFA to a BA Program

Ineligibility to Continue in Honours: Students whose overall and/or major GPA falls below 5.0 (C+) may continue their studies only in a BA degree program. Honours BA students will automatically be placed in the BA program. Honours BFA students must fill out a change of degree form if they wish to continue their studies.

Re-entering Honours: Students who have been transferred to the BA program because of a GPA below 5.0 (C+) may re-enter Honours if they raise their overall and major grade point averages to 5.0 (C+) or above by the session in which they have successfully completed their 90th credit. Students who have not reached 5.0 (C+) in the session in which they successfully complete their 90th credit may request to graduate with a BA degree if they fulfill the BA degree requirements, or may continue in a BA program until those requirements are fulfilled. They may not continue in an Honours program and they may not take extra courses in a subsequent session in an effort to raise their overall and/or major averages. Students in this situation may petition for an honours waiver.

BA Degree

Graduating with a BA

The following minimum grade point averages are required to graduate with a BA in the Faculty of Fine Arts:

- An overall grade point average of 4.0 (C);
- A major grade point average of 4.0 (C);
- To graduate, students must also have successfully completed (passed) at least 90 credits which meet the Faculty of Fine Arts and program requirements.

Opting to Graduate in a BA program: Students who are eligible for Honours may opt to graduate in a BA program in the session in which they have completed their final course(s). This should be indicated on the application to graduate form.

Admission to a BA

Transfer Students: Students who enter with prior experience at a postsecondary educational institution are admitted to a BA program if their prior overall grade point average (including failed courses) is at least the equivalent of 4.0 (C) on the York scale.

Transferring/Re-applying to Honours

Continuing Students: Students in a BA program whose overall and major GPAs are at least 5.0 (C+) are automatically transferred to a BA Honours program. Students who wish to transfer from the Honours BA to the Honours BFA must apply on a change of degree form and fulfill any evaluation or audition requirements.

Graduating Students: Students who have completed a York University BA degree (90 credit program) in the Faculty of Fine Arts may continue, after graduation, in a BA Honours program in the same subject area or in a BA Honours Double Major or Honours Major/Minor program including the same subject area, provided the cumulative and major grade point average are those required for the Honours program. A student who wishes to pursue a BFA Honours in the same field of study, may continue in the second degree, subject to the approval of the Faculty of Fine Arts, by submitting a change of degree form to the Registrar's Office. Please note that students who are approved by the Faculty to proceed, would

normally receive 90 credits towards the BFA Honours in the same subject area.

A student who wishes to pursue a second BFA Honours or BA Honours in a different field of study must apply to the Admissions Office for admission as a second degree candidate. The deadline to apply for fall admission is June 1.

Courses taken Beyond the Normal Maximum – in Order to Raise Cumulative and/or Major Grade Point Average

Students in a BA program who have passed 90 credits in accordance with Faculty and program requirements, but whose overall and/or major grade point average is below 4.0 (C) may attempt to raise their average to 4.0 (C) by taking up to 12 additional credits, to a maximum of 102 credits. These courses must be above the 1000 level and must be taken at York; regulations on equivalent and excluded courses apply.

Dean's Honour Roll

The Dean's Honour Roll recognizes the academic achievements of the following:

- Students who have taken 12 to 17 credits in a given session who have achieved a sessional overall grade point average of 8.0 (A) or higher;
- Students who have taken 18 or more credits in a given session who have achieved a sessional overall grade point average of 7.5 or higher;
- Graduating students who have achieved a overall and major grade point averages of 7.0 (B+) or higher.

Graduation Honours

Students who graduate with cumulative grade point averages as specified below, both in their major discipline and overall, will have their degrees classified as follows:

Honours BA, Honours BFA and Honours BDes:

7.50	Cum laude
7.80	Magna cum laude
8.00	Summa cum laude

BA Degree:

7.00	Dean's Honour Roll
7.50	With merit
8.00	With distinction

Academic Penalties

Students whose academic record does not meet Faculty or program standards are subject to the academic penalties of academic warning, major warning, required withdrawal, debarment warning, debarment and academic probation.

Academic Warning

Students whose overall grade point average falls below 4.0 (C) at the end of any session, or who enter the Faculty with a grade point average equivalent to less than 4.0 (C) on the Faculty of Fine Arts scale, receive an academic warning. Students on academic warning must earn a sessional grade point average of at least 5.0 (C+) in each session until the overall GPA reaches 4.0 (C). Students who do not meet these conditions will be required to withdraw.

Major Warning

Students whose major grade point average falls below 4.0 (C) at the end of any session receive a major warning. Students on major warning must earn a sessional major grade point average of at least 5.0 (C+) in each session until the major average reaches 4.0 (C). Students who do not meet these conditions will be required to withdraw.

Required Withdrawal

Students whose academic record shows marked weakness may be required to withdraw from their studies for one year, during which they are encouraged to identify and remedy any problems which may have contributed materially to their failure to perform up to their potential, and to reflect on their reasons for pursuing a university education. The following regulations apply to required withdrawals:

Overall Grade Point Average Below 4.0 (C): Students who have received an academic warning for an overall grade point average below 4.0 (C) and who do not meet the conditions outlined in the academic warning section must withdraw for 12 months.

Major Grade Point Average Below 4.0 (C): Students who have received a major warning for a major grade point average below 4.0 (C) and who do not meet the conditions outlined in the major warning section must withdraw for 12 months.

Grade Point Average Below 3.0 (D+): Students whose overall and/or major grade point averages have dropped below 3.0 (D+) must withdraw for 12 months.

Petition To Continue Without Interruption: Students who have been required to withdraw may submit a petition to the Faculty of Fine Arts Committee on Administrative Affairs requesting permission to continue their studies without interruption. For further information see the section on Petitions.

Reactivation after Required Withdrawal: Students who have been required to withdraw must apply for reactivation after the requisite period of absence by submitting a reactivation form to Student Client Services (form is available on the Web at <http://www.yorku.ca>, then click Current Students). Students who return to their studies after such a required withdrawal (as well as those who have been allowed to continue their studies by virtue of a petition to the Committee on Administrative Affairs) receive a debarment warning.

Debarment Warning

Students who have been required to withdraw from the Faculty of Fine Arts or from another Faculty at York or another postsecondary institution, receive a debarment warning upon continuing their studies in the Faculty. Students on debarment warning, upon continuing their studies in the Faculty, must earn a sessional grade point average of at least 5.0 (C+) in each subsequent session until the overall and/or major average reaches 4.0 (C), and must then maintain this average. Students who do not fulfill these conditions will be debarred from the University. Students whose cumulative average fall below 3.0 (D+) while on debarment warning will be debarred.

Debarment

Students who have already been required to withdraw because of their unsatisfactory academic record and whose record does not show improvement are debarred from the University. Debarment, the minimum period for which is normally two years, means that the student is no longer a student at York University.

Petition to Continue Without Interruption: Students who have been debarred may submit a petition to the Faculty of Fine Arts Committee on Administrative Affairs requesting permission to continue their studies without interruption. For further information see the section on Petitions.

Re-applying After Debarment: Students who have been debarred and who wish to resume their studies must apply for admission through the Admissions Office, 150 Atkinson Building, and must provide persuasive evidence that they are ready and able to complete a degree program.

Debarment Warning Remains in Effect: Students who have been debarred and who subsequently resume their studies in the Faculty of Fine Arts, whether by petition to continue without interruption or by reapplying for admission, receive an academic probation.

Scholarships, Awards and Bursaries

Full-time and part-time students in the Faculty of Fine Arts are eligible for a variety of in-course scholarships and bursaries awarded by the Faculty. Some are available to all Faculty of Fine Arts students regardless of major; others are department-specific. Fine arts awards are offered in fall and spring of the academic year. A special notice will be posted or otherwise communicated to students in the departments to solicit applications for the relevant awards, outlining eligibility and selection criteria and the application deadline. Nominations and applications are handled by the student's major department, which provides the necessary application forms. Awards with financial need criteria require completion of a bursary application in addition to the award application.

The Faculty of Fine Arts Committee on Awards adjudicates applications and approves nominations. Departments post the names of recipients of all awards after the nominations have been duly confirmed.

In addition to department and Faculty-based awards, fine arts students are eligible for some other scholarships and bursaries that are offered University-wide. Please refer to the Financial Services, Scholarships, Bursaries, Awards and Prizes section of this calendar for additional information about scholarships, awards and bursaries available at York University.

Policy on Academic Honesty

Definitions

Student Work:

Fine arts student work covered by rules regarding academic honesty includes papers, research, tests, examinations and all forms of studio and production work as practised within the Faculty.

Breaches of academic honesty:

Please consult the Senate Policy on Academic Honesty for a discussion of academic honesty and definitions of breach of academic honesty. Among other things the senate policy discusses offences such as cheating; submission of one piece of work in satisfaction of two assignments without prior informed consent; impersonation; plagiarism and other misappropriation of the work of another; abuse of confidentiality; falsification or forgery of documents; obstruction of the academic activities of another; aiding or abetting academic misconduct; failure to divulge previous attendance at another postsecondary educational institution on an admissions application, etc. In particular, students taking courses in the Faculty of Fine Arts should be mindful of the dangers of misappropriation and misrepresentation which are breaches of academic honesty.

Misappropriation of another's work:

In the creation and presentation of all studio and performance work, and all other artistic and technical works, students who use the work of others must clearly state the extent and nature of the appropriation to their instructor. Failure to do so shall constitute a breach of academic honesty.

Misrepresentation of collaborative projects:

Failure to give appropriate credit to collaborators, or the listing of others as collaborators who have not contributed to the work, shall constitute a breach of academic honesty.

Procedures

- The Senate Policy on Academic Honesty governs the procedure of the Faculty in cases of alleged breaches of academic honesty.
- Any faculty member suspecting that a student has engaged in a breach of academic honesty shall notify the associate dean who shall in turn assist the faculty member in following the procedures provided in the senate policy.
- The associate dean of the Faculty shall be the Faculty person responsible for the carriage of all cases of breaches of academic honesty.
- The Committee on Administrative Affairs shall be the body responsible for hearing cases of breaches of academic honesty and imposing penalties.

Procedural Guidelines

a. If an instructor believes an offence has occurred, the student should be sent a notice in writing from the instructor or course director that an offence is suspected, and that the instructor or course director wishes to meet with the student. The student will be informed that a representative may accompany her/him and that the meeting will be on the record. A deadline for responding of no less than seven calendar days will be imposed. The student will also be informed that the course in question may not be dropped (as per Senate Policy, E 4). Further procedures as defined in the Senate Policy, item D 3, a and b will apply.

b. Following the meeting, the instructor or course director who decides to pursue the matter will send the following material to the associate dean's office:

- i. the contested piece of work, (if possible);
- ii. the evidence supporting the alleged offence;
- iii. the record of the meeting;
- iv. the course syllabus and relevant assignment sheets;
- v. any handout on academic offences;
- vi. record of student's performance in the course to date;
- vii. student's written admission of guilt and joint recommendation of instructor and student as to penalty, if applicable;
- viii. any other relevant materials.

If the student chooses not to attend the aforementioned meeting, this material will be sent after the time limit for arranging that meeting has expired.

c. The associate dean will present the case to the Committee on Administrative Affairs, which is the relevant committee empowered to hear such cases and to impose penalties. All further procedures as defined in the senate policy will be followed.

Penalties

When a student has been found to have committed a breach of academic honesty, without limiting the ultimate discretion of the Faculty committee to impose any or all of the penalties set out in the senate policy as may be warranted in the circumstances, the committee may impose any or all of the following penalties:

- a. a failure in the course;
- b. failure in the course and a notation of breach of academic honesty on the transcript;
- c. suspension.

Please note: At the time of printing the current Senate Policy, Guidelines and Procedures on Academic Honesty were under revision. To view the revised Senate approved policy, please visit: <http://www.yorku.ca/secretariat/legislation/senate/index.htm>

Degree Requirements

Candidates for a BA or Honours degree in the Faculty of Fine Arts degree must pass at least the respective 90 or 120 credits, chosen in conformity with curriculum requirements and in consultation with an adviser. The chart on the following page is a synopsis of degree requirements.

Course Types

Degree requirements in the Faculty of Fine Arts refer to the following categories of courses:

General Education Courses

Six credits in each of the general areas of the humanities, the social sciences and the natural sciences must be completed within the first 90 credits. Courses may be selected from the following departments:

Humanities	Natural Science	Social Science
Classical Studies	Biology	Anthropology
English	Chemistry	Economics
French Studies	Earth and Atmospheric Science	Geography
History	Environmental Studies ES/ENVS 1500 6.00	Political Science
Humanities	Natural Science	Psychology
Languages and Linguistics	Physics and Astronomy	Social Science
Modes of Reasoning	Science and Technology Studies (AK/STS)	Sociology
Philosophy		

Faculty of Fine Arts students may also satisfy the humanities general education requirement by taking either FA/FACS 1900 6.00 or FA/FACS 2900 6.00. However, if either course is counted as a humanities course, it cannot also be counted in another category.

Non-Fine Arts Electives

In addition to the general education courses, most fine arts students are required to complete additional courses outside the fine arts disciplines. The number of non-fine arts electives required varies according to the major and degree program. Courses taken towards a major or a minor program in the Faculties of Arts, Environmental Studies or Science and Engineering will satisfy this requirement.

Fine Arts Electives

All students in a fine arts degree program or an Honours Major/Minor program must complete at least 12 credits in fine arts outside their major discipline. Courses completed as part of a minor program in the Faculty of Fine Arts will satisfy this requirement. Fine arts electives are not required in any Honours Double Major program.

The following creative writing workshop courses may be counted as either fine arts electives, or as non-fine arts electives, but not as both:

- AS/HUMA 2900 9.00
- AS/EN 3240 6.00
- AS/HUMA 3640 6.00
- AS/HUMA 3645 6.00
- AS/HUMA 4630 6.00
- AS/HUMA 4640 6.00

Degree Requirements

The following requirements are in effect for 2005-2006. Students admitted to a fine arts program prior to 2005-2006 should consult previous calendars for a synopsis of requirements.

	BA - 90 credits 18 credits in general education; 12 credits in fine arts outside the major department; 36-45 credits in the major department including at least 12 credits at the 3000 or 4000 level; 15-24 additional credits, which may be taken inside or outside the major department; a minimum of 18 credits (including the 12 major credits) must be at the 3000 or 4000 level.	BA Honours - 120 credits At least 24 fine arts major credits must be at the 3000 or 4000 level, including at least 12 credits in studies/history/theory/criticism, subject to any further prescriptions of the major department.	BFA Honours - 120 credits At least 24 fine arts major credits must be at the 3000 or 4000 level, including at least 12 credits in practicum/studio/performance/production, subject to any further prescriptions of the major department.	BDes Specialized Honours - 120 credits This is a Specialized Honours program only. There is no Double Major or Major/Minor program with a design major.
Fine Arts Cultural Studies	18 credits in general education; 48 credits in fine arts; 24 additional credits	18 credits in general education; 60 credits in fine arts (of which 30 are in FACS); 18 credits outside fine arts; 24 additional credits	N/A	N/A
Dance	18 credits in general education; 45 credits in dance; 12 credits in fine arts outside of dance*; 15 additional credits	18 credits in general education; 48 credits in dance; 12 credits in fine arts outside dance*; 18 credits outside fine arts; 30 additional credits	18 credits in general education; 81 credits in dance; 12 credits in fine arts outside dance*; nine additional credits	N/A
Design	N/A	N/A	N/A	18 credits in general education; 78 credits in design; 12 credits in fine arts outside design; 12 additional credits
Film & Video	18 credits in general education; 42 credits in film & video; 12 credits in fine arts outside of film & video*; 18 additional credits	18 credits in general education; 48 credits in film & video; 12 credits in fine arts outside film & video*; 18 credits outside fine arts 24 additional credits	18 credits in general education; 60 credits in film & video; 12 credits in fine arts outside film & video*; six credits outside fine arts 24 additional credits	N/A
Music	18 credits in general education; 45 credits in music; 12 credits in fine arts outside of music*; 15 additional credits	18 credits in general education; 57 credits in music; 12 credits in fine arts outside music*; 33 additional credits	18 credits in general education; 57 credits in music; 12 credits in fine arts outside music*; 33 additional credits	N/A
Theatre	18 credits in general education; 45 credits in theatre; 12 credits in fine arts outside of theatre*; 15 additional credits	18 credits in general education; 48 credits in theatre; 12 credits in fine arts outside theatre*; 18 credits outside fine arts 24 additional credits	18 credits in general education; 60 credits in theatre; 12 credits in fine arts outside theatre*; six credits outside fine arts 24 additional credits	N/A
Visual Arts	18 credits in general education; 42 credits in visual arts; 12 credits in fine arts outside of visual arts*; 18 additional credits	18 credits in general education; 54 credits in visual arts; 12 credits in fine arts outside visual arts*; 12 credits outside fine arts 24 additional credits	18 credits in general education; 66 credits in visual arts; 12 credits in fine arts outside visual arts*; 12 credits outside fine arts 12 additional credits	N/A

Students enrolled in the concurrent BEd program are required to take 66 dance credits. Please contact the Dance Department for further information.

* *Note 1:* FA/FACS 1900 6.00 is required for all Faculty of Fine Arts degrees. This course may be used to satisfy either the humanities general education requirement or a fine arts requirement (i.e. a fine arts elective, or a major or minor requirement in fine arts cultural studies), but not both. For students admitted to the Faculty of Fine Arts with a minimum of 54 transfer credits, FACS 1900 6.00 is optional.

* *Note 2:* Fine arts credits outside the major are not required in the Honours Double Major program. They are required in the Honours Major/Minor program; students with a fine arts minor will automatically satisfy the requirement.

Major and Minor Courses

The specific course requirements for fine arts major and minor programs are outlined in the section following. A department may set further prescriptions, such as the requirement of a major thesis or production to be completed in conjunction with final courses.

Upper-level Courses

In all fine arts Honours programs, at least 24 credits in the major discipline must be at the 3000 or 4000 level. In the fine arts BA programs, at least 12 credits in the major discipline must be at the 3000 or 4000 level. Specific programs and streams may have additional upper-level requirements.

Double Major and Major/Minor Programs

BA Honours or BFA Honours students in the Faculty of Fine Arts may pursue a second Honours Major in the Faculty of Arts, in any program or department offering a 42 or 48 credit Honours Major. Students may not pursue two major programs within the Faculty of Fine Arts. Students complete the program requirements for the second major within the context of their fine arts degree requirements. Please see the Programs of Study section in the Faculty of Arts portion of this calendar for details. Some Honours Double Major combinations may require more than 120 credits.

BA Honours and BFA Honours students in the Faculty of Fine Arts may pursue an Honours Minor in the Faculty of Arts, the Faculty of Environmental Studies, the Faculty of Fine Arts or the Faculty of Science and Engineering. Program requirements for specific Honours Minors in Arts, Fine Arts and Science and Engineering are listed in the Programs of Study sections of the appropriate Faculty portions of this calendar. For the minor in environmental studies, fine arts students must complete 30 credits in environmental studies, including six credits at the 1000 level and six credits at the 4000 level, and normally including three credits in the foundations series at the 2000 level.

Note: Faculty of Arts Honours degree students may pursue a second major or a minor in the Faculty of Fine Arts. Students in the Faculty of Environmental Studies or the Faculty of Science and Engineering may also pursue an Honours Minor in the Faculty of Fine Arts. The requirements of specific minor programs are outlined in the Programs of Study sections.

Certificate Programs

Cross-Disciplinary Certificate in Digital Media

York University students may work towards a Cross-Disciplinary Certificate in Digital Media in addition to fulfilling the requirements for a bachelor's degree.

Students must successfully complete 24 credits as follows:

- FA/FACS 2930 6.00;
- Plus an additional 18 credits selected from the approved list of courses vetted by the Faculty of Fine Arts, Arts and Technology Committee, meeting the following requirements:
 - six credits in a department(s)/unit(s) outside the student's major;
 - six credits at the 4000 level;
 - six credits of electives.

Students must declare their intention to pursue the Cross-Disciplinary Certificate in Digital Media prior to the completion of 10 credits that are applicable to the certificate. They must submit an application with evidence of satisfactory academic standing. Applications will be reviewed and accepted by a sub-committee of the Arts and Technology Committee. No more than three credits from outside York University will be accepted as transfer credits for this certificate.

In order to be awarded the Cross-Disciplinary Certificate in Digital Media, students must obtain a 5.0 (C+) overall GPA in the 24 required credits.

Application forms and the list of approved courses for this certificate are available through the Faculty of Fine Arts Office of Student and Academic Services, 201 Joan and Martin Goldfarb Centre for Fine Arts, 416-736-5135.

Professional Certificate in Digital Design

Students may elect to complete the Professional Certificate in Digital Design concurrently with the 120-credit Honours BDes. The BDes is offered through the York/Sheridan Joint Program in Design. The Professional Certificate in Digital Design recognizes a unique grouping of courses within this Joint Program: Interactive Design.

Students must successfully complete 36 credits from the approved list of courses, vetted by the Faculty of Fine Arts, Arts and Technology Committee, as follows:

- six credits outside the Department of Design (YSDN), e.g. FA/FACS 2930 6.00;
- nine credits in YSDN at any level;
- 18 credits in YSDN at the 3000-4000 level;
- three credits of electives chosen from the list vetted by the Arts and Technology Committee.

Students must declare their intention to pursue the Professional Certificate in Digital Design prior to the completion of 10 credits that are applicable to the certificate. They must submit an application with evidence of satisfactory academic standing. Applications will be reviewed and accepted by a sub-committee of the Arts and Technology Committee.

No more than six credits from outside York University will be accepted as transfer credits for this certificate.

Students must obtain a 5.0 (C+) overall GPA in the 36 required credits.

Application forms and the list of approved courses for this certificate are available through the Faculty of Fine Arts Office of Student and Academic Services, 201 Joan and Martin Goldfarb Centre for Fine Arts, 416-736-5135.

Certificate in Community Arts Practice (CAP)

York University students may earn a Certificate In Community Arts Practice (CAP). The certificate focuses on working with communities by using art as a tool to express diverse identities and to explore and take action on social and environmental issues. Students will develop creative artistic skills, expand their social analysis and learn to work collaboratively with groups for social change.

Required courses:

Students must successfully complete 24 credits as follows:

- FA/FACS 2122 3.00;
- FA/FACS 3122 3.00;
- FA/FACS 4122 6.00;
- ES/ENVS 2100 6.00 or FA/VISA 2053 3.00 and FA/VISA 3001B 3.00;
- six credits from the electives list.

Information on elective courses is available by contacting the Faculty of Fine Arts and the Faculty of Environmental Studies.