

Faculty of Liberal Arts and Professional Studies - Keele Campus

General Information

Degree Requirements

Academic Standards

Rules and Regulations

Term Work, Tests and Examinations

Grading in Courses

Academic Penalties

Petitions for Exemptions from the Regulations

Graduation and Academic Excellence

School and Departmental Contact Information

Programs of Study

Division of Continuing Education (DCE)

Table of Contents - Liberal Arts and Professional Studies (Rules and Regulations)

Faculty of Liberal Arts and Professional Studies . . . 386

General Information	386
• Undergraduate Degrees	386
– Candidates for Reclassifying a Bachelor Degree as an Honours Degree	386
– Undergraduate Certificates	386
Degree Requirements	386
• Residency Requirement	386
• General Education	386
– General Education Requirement by Degree Types	386
– Guidelines for General Education Courses	386
• Major Credits	387
– Upper-Level Credits	387
– Credits Outside the Major	387
• Requirements by Program Type	387
– BA Degrees	387
– Honours iBA Degrees	388
– BAS Degrees	389
– BHRM Degrees	389
– Honours BSW Degrees	390
• Programs with Other Faculties (Honours Double Major, Major/Minor)	390
– Faculty of Environmental Studies	390
– Faculty of Fine Arts	391
– Faculty of Health	391
– Faculty of Science and Engineering	391
– Coregistration in the Faculty of Education	391
– Cross-listed Courses	392
Academic Standards	392
• Honours BA, Honours iBA and Honours BSW Degrees (120 Credits)	392
• Bachelor of Arts (BA) Degree (90 Credits)	392
• Bachelor of Administrative Studies Honours (Honours BAS) Degree (120 Credits)	393
• Bachelor of Administrative Studies (BAS) Degree (90 Credits)	393
• Bachelor of Human Resources Management Honours (Honours BHRM) Degree (120 Credits)	393
• Bachelor of Human Resources Management (BHRM) Degree (90 Credits)	394
• Bachelor of Social Work Honours (Honours BSW) Degree (120 Credits)	394
• Undergraduate Certificates Minimum Standards	394
Rules and Regulations	395
• Transfer Students	395
• Academic Standing Requirements for Visiting Students	395
– GPA Requirement	395
– Credit Limits	395
• Faculty Transfers	395
• Information for Continuing Students in a Grandparented Program	395
• Second or Subsequent Degrees	395
• Course Loads	395
– Fall/Winter Session	395
– Summer Session	396
• Courses Taken at York University	396
• Courses at Other Accredited Universities/Letter of Permission (LOP)	396
• Audit a Course	396
• Directed Reading Courses	396
Term Work, Tests and Examinations	396
• Term Work	396
• Tests and Examinations	396
– Tests and Examinations During the Term	397
– Formally Scheduled Examinations	397
– Deferred Standing	397

– Aegrotat Standing	397
– Rewriting of Examinations	397
– Exam Accommodation	397
– Religious Accommodation Guidelines	397
Grading in Courses	397
• Grading	397
– Grades in Courses	398
– Requests for Reappraisal of Final Grades	398
Academic Penalties	399
• Program Warning for BAS and BHRM	399
– BAS	399
– BHRM	399
• Academic Warning	399
• Required Withdrawal (BA, iBA, BAS, BHRM and BSW)	399
• Debarment Warning	399
• Debarment	400
• Academic Probation	400
Petitions for Exemptions from the Regulations	400
• Petition	400
• Appeal	400
Graduation and Academic Excellence	400
• Academic Achievement List	400
• Graduating with Honours or Bachelor Academic Standing	400
School and Department Contact Information	400
• School of Administrative Studies	400
• Department of Anthropology	401
• Department of Communication Studies	401
• Department of Economics	401
• Department of English	401
• Department of Equity Studies	401
• Department of French Studies	402
• Department of Geography	402
• Department of History	402
• Department of Humanities	403
• School of Human Resources Management	403
• School of Information Technology	403
• Department of Languages, Literatures and Linguistics	403
• Department of Philosophy	404
• Department of Political Science	404
• School of Public Policy and Administration	404
• Department of Social Science	404
• School of Social Work	405
• Department of Sociology	405
• Writing Department	405
– Writing Centre	405
• School of Women's Studies	405
• Centre for Student Success	405
– Advising	406
– Student Responsibilities	406
– Student Engagement	406
• The eServices Office	406
– Technology Enhanced Learning	406
– Distance Education Courses	406

Faculty of Liberal Arts and Professional Studies

General Information

The following regulations apply to students taking courses in the Faculty of Liberal Arts and Professional Studies. Applicants seeking admission are referred to the Regulations Governing Admission to the Faculty of Liberal Arts and Professional Studies, York University.

All students are required to:

- observe the regulations of the Faculty of Liberal Arts and Professional Studies and the University;
- maintain a satisfactory standard of work;
- have discharged all financial liability to the University prior to graduation.

Undergraduate Degrees

Candidates admitted to a liberal arts and professional studies degree program are required to:

- have been admitted to York University as degree students;
- satisfy all the corequisite(s) and prerequisite(s) for courses selected for enrolment;
- satisfy the program and degree requirements for one of the following degrees:
 - Honours BA
 - BA
 - Honours iBA
 - Honours BAS
 - BAS
 - Honours BHRM
 - BHRM
 - Honours BSW

Candidates for Reclassifying a Bachelor Degree as an Honours Degree

Students who have graduated with a bachelor level 90-credit degree and wish to reclassify their degree to Honours must at the point of completing 90 passed credits have met the minimum academic standing for Honours (grade point averages) and maintained that standing upon graduation.

Undergraduate Certificates

“Undergraduate Certificate” is the term applied to a program of study attesting to a level of competence or skill in a particular area or field. It is distinct from a defined undergraduate degree program, stream, specialization or informal concentration. A certificate recognizes a specific grouping of courses that are cross-disciplinary but with a thematic coherence, form a coherent yet distinctive complement to the major of a degree program or lead to the acquisition of specific skills or professional expertise that may meet requirements of outside accrediting bodies.

All academic regulations applying to degree students in degree programs will apply to students in certificates.

A student who wishes to change from a certificate to a degree must re-apply to the York University Admissions Office.

Students enrolled in a certificate program and who are not concurrently enrolled in a degree program may take only the courses required for the completion of the certificate.

Admission: students seeking direct entry to a certificate program must submit written application when applying for admission to the University. Students already enrolled in an undergraduate degree program are also expected to apply for entry to a certificate program, normally prior to completion of 36 credits of their undergraduate degree program. Applications should be obtained and filed with the unit administering the certificate program.

Students who were admitted to a professional certificate offered by the School of Administrative Studies prior to the Fall/Winter 2005-2006 Session, may elect to follow the old certificate regulations or the new certificate regulations, whichever is more advantageous. All students admitted from September 2005 must follow new regulations.

Note: depending on the undergraduate certificate, students may have an option of completing the certificate concurrently or consecutively. Please refer to the specific undergraduate certificate for further details and requirements.

Types of Certificates Offered by the Faculty of Liberal Arts and Professional Studies

- Advanced certificate
- Cross-disciplinary certificate
- Certificate of proficiency
- General certificate
- Professional certificate

Degree Requirements

Residency Requirement

A minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University.

General Education

The Faculty of Liberal Arts and Professional Studies general education curriculum provides students with the foundation of interdisciplinary knowledge, breadth, methods and the approaches necessary for successful liberal and professional education. General education courses expose students to ways of knowing and fundamental ideas spanning the humanities, modes of reasoning, natural science and social science. These courses also provide explicit instruction in critical analytical skills and thought and its communication in writing and speech.

General Education Requirement by Degree Types

Honours BA, BA, Honours iBA and Honours BSW Degree Programs

The following are required:

- 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science.

Honours BAS, BAS, Honours BHRM, BHRM Degree Programs

Modes of reasoning is recommended for Specialized Honours BAS

The following are required:

- 18 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of three areas: humanities, modes of reasoning, natural science and social science.

Guidelines for General Education Courses

It is strongly recommended that students successfully complete (pass) their first general education course within the first 24 credits and all general education courses within the first 48 credits.

Approved general education courses are offered at the 1000 and 2000 level.

A maximum of nine credits in each of the four areas (humanities, modes of reasoning, natural science and social science) will count towards fulfillment of general education requirements.

A maximum of 36 credits in general education will count towards the degree. Students who are required to exceed the 36 credit maximum because of program/degree requirements must obtain permission.

General education courses may be used to satisfy more than one requirement, but are counted only once toward the total number of credits required for the degree as follows:

- General education courses may be used to fulfill the general education requirement and, if applicable, major or minor program requirements. For the purpose of meeting major or minor program requirements, all nine credit general education courses will count as six credits towards the major or minor. The remaining three credits will count towards the total number of credits for the degree.
- General education courses used to fulfill the general education requirement, or major or minor program requirements, may not also be used to fulfill required credits outside the major.
- Additional general education courses not used to fulfill the general education requirement, or major or minor program requirements, may be used to fulfill required credits outside the major.

Major Credits

In addition to taking courses which contribute to their broad knowledge, students are required to specialize in a specific subject or combination of subjects. The area of primary concentration is known as the major; an area of secondary concentration (if any) is known as the minor. In a double major program, a course may count for major credit towards only one major. In a major/minor program, a course may count only for major credit or for minor credit.

Students may choose to major or minor in a specific subject when they enter the University or they may wait until they have completed up to 24 credits. At this point, students must choose a major and possibly a minor, but subsequent changes are possible. In selecting courses, students who are undecided should try to take introductory courses in a number of potential major subjects. This will allow them to proceed in their subject(s) of choice without the possibility of a delay.

Cross-listed courses may not be double counted in order to fulfill major requirements. For example, if AP/SOCI 3030 6.00 is cross-listed to AP/POLS 3300 6.00, it may be counted as a sociology course or a political science course, but not as both.

Upper-Level Credits

The Faculty also considers it good educational practice to ensure that students take a number of credits at the 3000 level and/or 4000 level. (A course's level is indicated by the first digit of its number.)

Credits Outside the Major

Credits outside the major are courses which are intended to broaden the educational experience of students beyond their area of specialization. Credits outside the major include most courses which are not used to fulfill the general education requirements or major/minor requirements. Please refer to programs of study section for program specific information.

Courses which are not considered as fulfilling the credits outside the major requirement:

- major/minor courses taken above the required number, non-major/minor courses taken within the major/minor subject (e.g. AP/FR 1020 6.00 is a non-major French course);
- courses outside the major/minor taken to fulfill major/minor requirements;
- courses which are cross-listed or designated as course substitutes to courses offered by the major/minor program (e.g. SC/MATH 1530 3.00 is cross-listed to AP/ECON 1530 3.00);
- cross-listed courses used to fulfill the major requirements may not also be used to fulfill the outside the major credits requirement.

Requirements by Program Type

The following requirements apply to all Faculty of Liberal Arts and Professional Studies students. Each program of study (major or minor) may stipulate additional requirements. For details of individual programs, refer to the Programs of Study section. Also consult the section on Academic Standing.

BA Degrees

In order to graduate with an Honours BA degree, students must achieve satisfactory academic standing to enter, proceed and graduate, and must successfully complete (pass) a minimum of 120 credits which fulfill all of the following requirements.

Specialized Honours BA

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00;
- General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;
- Major credits: as defined by the specific program, a minimum of 54 credits, including at least 12 credits at the 4000 level;
- Upper-level credits: at least 36 credits at the 3000 or 4000 level, including at least 18 credits at the 4000 level;
- Credits outside the major: at least 18 credits.

Honours BA

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00;
- General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;
- Major credits: as defined by the specific program, a minimum of 42 credits, including at least 12 credits at the 4000 level;
- Upper-level credits: at least 36 credits at the 3000 or 4000 level, including at least 18 credits at the 4000 level;
- Credits outside the major: at least 18 credits.

Honours Double Major BA

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00;
- General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;
- Major credits: as defined by the specific programs; a minimum of 42 credits in each of the majors, at least 12 credits of which must be at the 4000 level in each of the major programs. In a double major program, a course may count for major credit towards only one major;
- Upper-level credits: at least 36 credits at the 3000 or 4000 level, including at least 18 credits at the 4000 level;
- Credits outside the major: students who graduate in this program are deemed to have fulfilled this requirement.

Honours Double Major Interdisciplinary BA (Linked)

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;

- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00;
- General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;
- Major credits: as defined by the specific programs; a minimum of 36 credits in each of the majors, including at least six credits at the 4000 level in each of the major programs. In a double major interdisciplinary program, a course may count for major credit towards only one major;
- Upper-level credits: at least 36 credits at the 3000 or 4000 level, including at least 18 credits at the 4000 level;
- Credits outside the major: students who graduate in this program are deemed to have fulfilled this requirement.

Honours Major/Minor BA

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00;
- General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;
- Major/Minor credits: as defined by the specific programs:
 - Major: a minimum of 42 credits in the major, including at least 12 credits at the 4000 level;
 - Minor: a minimum of 30 credits in the minor, including at least six credits at the 4000 level.

In a major/minor program, a course may count only once toward major credit or minor credit;

- Upper-level credits: at least 36 credits at the 3000 or 4000 level, including at least 18 credits at the 4000 level;
- Credits outside the major: students who graduate in this program are deemed to have fulfilled this requirement.

BA

In order to graduate with a BA degree, students must achieve satisfactory academic standing to enter, proceed and graduate, and must successfully complete (pass) a minimum of 90 credits which fulfill all of the following requirements.

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 90 credits that meet the Faculty's degree and program requirements with a cumulative grade point average of at least 4.00;
- General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;
- Major credits: as defined by the specific program; a minimum of 30 credits, including at least 12 credits at the 3000 or 4000 level;
- Upper-level credits: at least 18 credits at the 3000 or 4000 level;
- Credits outside the major: at least 18 credits.

Honours iBA Degrees

Specialized Honours iBA

In order to graduate with an Honours iBA degree, students must achieve satisfactory academic standing to enter, proceed and graduate, and must successfully complete (pass) a minimum of 120 credits which fulfill all of the following requirements.

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
 - Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00;
 - General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;
 - Major credits: as defined by the specific program, a minimum of 54 credits, including at least 12 credits at the 4000 level;
 - Language study credits: at least 18 credits in a modern language offered by York University, including the Advanced I university-level course in the chosen language;
 - Internationally-oriented credits: at least 12 credits of internationally-oriented courses chosen outside the major;
 - International exchange: at least one full term abroad as a full-time student at one of York University's exchange partners;
 - Upper-level credits: at least 36 credits at the 3000 or 4000 level including at least 18 credits at the 4000 level;
 - Credits outside the major: at least 18 credits.
- (Note: for the Specialized Honours iBA, courses taken outside the major to satisfy the language study requirement and/or the internationally-oriented courses requirement can also be used to satisfy the outside the major requirement.)*

Honours iBA

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
 - Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00;
 - General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;
 - Major credits: as defined by the specific program; a minimum of 42 credits, including at least 12 credits at the 4000 level;
 - Language study credits: at least 18 credits in a modern language offered by York University, including the Advanced I university-level course in the chosen language;
 - Internationally-oriented credits: at least 12 credits of internationally-oriented courses chosen outside the major;
 - International exchange: at least one full term abroad as a full-time student at one of York University's exchange partners;
 - Upper-level credits: at least 36 credits at the 3000 or 4000 level including at least 18 credits at the 4000 level;
 - Credits outside the major: at least 18 credits.
- (Note: for the Honours iBA, courses taken outside the major to satisfy the language study requirement and/or the internationally-oriented courses requirement can also be used to satisfy the outside the major requirement.)*

Honours Double Major iBA

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00;
- General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;

- Major credits: as defined by the specific programs; a minimum of 42 credits in each of the majors, at least 12 credits of which must be at the 4000 level in each of the major programs. In a double major program, a course may count for major credit towards only one major;
- Language study credits: at least 18 credits in a modern language offered by York University, including the Advanced I university-level course in the chosen language;
- Internationally-oriented courses: at least 12 credits of internationally-oriented courses chosen outside the major;
- International exchange: at least one full term abroad as a full-time student at one of York University's exchange partners;
- Upper-level credits: at least 36 credits at the 3000 or 4000 level including at least 18 credits at the 4000 level;
- Credits outside the major: students who graduate in this program are deemed to have fulfilled this requirement.

Honours Double Major Interdisciplinary iBA (Linked)

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00;
- General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;
- Major credits: as defined by the specific programs; a minimum of 36 credits in each of the majors, including at least six credits at the 4000 level in each of the major programs. In a double major interdisciplinary program, a course may count for major credit towards only one major;
- Language study credits: at least 18 credits in a modern language offered by York University, including the Advanced I university-level course in the chosen language;
- Internationally-oriented courses: at least 12 credits of internationally-oriented courses chosen outside the major;
- International exchange: at least one full term abroad as a full-time student at one of York University's exchange partners;
- Upper-level credits: at least 36 credits at the 3000 or 4000 level, including at least 18 credits at the 4000 level;
- Credits outside the major: students who graduate in this program are deemed to have fulfilled this requirement.

Honours Major/Minor iBA

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00;
- General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;
- Major/Minor credits: as defined by the specific programs:
 - Major: a minimum of 42 credits in the major, including at least 12 credits at the 4000 level;
 - Minor: a minimum of 30 credits in the minor, including at least six credits at the 4000 level.
 In a major/minor program, a course may count only once toward major credit or minor credit;
- Language study credits: at least 18 credits in a modern language offered by York University, including the Advanced I university-level course in the chosen language;
- Internationally-oriented courses: at least 12 credits of internationally-oriented courses chosen outside the major;
- International exchange: at least one full term abroad as a full-time student at one of York University's exchange partners;

- Upper-level credits: at least 36 credits at the 3000 or 4000 level including at least 18 credits at the 4000 level;
- Credits outside the major: students who graduate in this program are deemed to have fulfilled this requirement.

BAS Degrees

In order to graduate with a Specialized Honours BAS degree, students must achieve satisfactory academic standing to enter, proceed and graduate, and must successfully complete (pass) a minimum of 120 credits which fulfill all of the following requirements.

Specialized Honours BAS

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00 and a major grade point average of at least 5.50;
- General education: 18 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of three areas: humanities, modes of reasoning, natural science and social science. (*Note: modes of reasoning recommended for Specialized Honours BAS*).
- Major credits: as defined by the specific program; a minimum of 75 credits, including at least 18 credits at the 4000 level;
- Upper-level credits: at least 36 credits at the 3000 or 4000 level including at least 18 credits at the 4000 level;
- Credits outside the major: at least 18 credits.

BAS

In order to graduate with a BAS degree, students must achieve satisfactory academic standing to enter, proceed and graduate, and must successfully complete (pass) a minimum 90 credits which fulfill all of the following requirements.

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 90 credits which meet the Faculty's degree and program requirements, with a cumulative and major grade point average of at least 5.00;
- General education: 18 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of three areas: humanities, modes of reasoning, natural science and social science. (*Note: modes of reasoning recommended for BAS*);
- Major credits: as defined by the specific program; a minimum of 54 credits, including at least 18 credits at the 3000 or 4000 level;
- Upper-level credits: at least 18 credits at the 3000 or 4000 level;
- Credits outside the major: at least 18 credits.

BHRM Degrees

In order to graduate with an Honours BHRM degree, students must achieve satisfactory academic standing to enter, proceed and graduate and must successfully complete (pass) a minimum of 120 credits which fulfill all of the following requirements.

Honours BHRM

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00 and a major grade point average of at least 5.50;

- General education: 18 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of three areas: humanities, modes of reasoning, natural science and social science. (*Note: modes of reasoning recommended for Honours BHRM*);
- Major credits: as defined by the specific program; a minimum of 81 credits, including at least 18 credits at the 4000 level;
- Upper-level credits: at least 36 credits at the 3000 or 4000 level including at least 18 credits at the 4000 level;
- Credits outside the major: at least 18 credits.

BHRM

In order to graduate with a BHRM degree, students must achieve satisfactory academic standing to enter, proceed and graduate and must successfully complete (pass) a minimum of 90 credits which fulfill all of the following requirements.

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 90 credits which meet the Faculty's degree and program requirements, with a cumulative and major grade point average of at least 5.00;
- General education: 18 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of three areas: humanities, modes of reasoning, natural science and social science. (*Note: modes of reasoning recommended for BHRM*);
- Major credits: as defined by the specific program; a minimum of 54 credits, including at least 18 credits at the 3000 or 4000 level;
- Upper-level credits: at least 18 credits at the 3000 or 4000 level;
- Credits outside the major: at least 18 credits.

Honours BSW Degrees

In order to graduate with an Honours BSW degree, students must achieve satisfactory academic standing to enter, proceed and graduate and must successfully complete (pass) a minimum of 120 credits which fulfill all of the following requirements.

Honours BSW (Direct Entry)

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements, with a cumulative grade point average of at least 5.00 and a minimum grade of 4.00 in all major credits;
- General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;
- Major credits: as defined by the specific program; a minimum of 60 credits, including at least 18 credits at the 4000 level;
- Credits outside the major: at least 36 credits.

Honours Major/Minor BSW (Direct Entry)

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00 and a minimum grade of 4.00 in all major credits;
- General education: 24 credits of general education chosen from humanities, modes of reasoning, natural science and social science, including a minimum of six credits in each of humanities, natural science and social science;

- Major/Minor credits: as defined by the specific programs:
 - Major: a minimum of 60 credits in the major, including at least 18 credits at the 4000 level;
 - Minor: a minimum of 30 credits in the minor, including at least six credits at the 4000 level.
 In a major/minor program, a course may count only once toward major credit or minor credit;
- Credits outside the major: students who graduate in this program are deemed to have fulfilled this requirement.

Honours BSW (Post-Degree)

Note: Students admitted to the Honours BSW (Post-Degree) are granted 66 transfer credits.

- Residency requirement: a minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor must be taken at York University;
- Graduation requirement: students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements, with a cumulative grade point average of at least 5.00 and a minimum grade of 4.00 in all major credits;
- General education: students who enter this program are deemed to fulfill this requirement.
- Major credits: as defined by the specific program; a minimum of 54 credits, including at least 18 credits at the 4000 level;
- Credits outside the major: students who graduate in this program are deemed to have fulfilled this requirement.

Programs with Other Faculties (Honours Double Major, Major/Minor)

Students in the Faculty of Liberal Arts and Professional Studies may combine any Honours Major program that offers a double major or major/minor option with approved Honours Double Major or Honours Major/Minor programs offered within the Faculty or by the Faculties of Environmental Studies, Fine Arts, Health or Science and Engineering, subject to the following:

- students must maintain Honours standing, a cumulative grade point average of 5.00 or above for all courses taken at York. Students, whose cumulative grade point average is below 5.00, may proceed in Honours providing they meet the minimum Honours progression requirement;
- students registered in any Faculty of Liberal Arts and Professional Studies degree or program must complete at least half (50 per cent) of each major or minor at York;
- in some instances, in order to complete the requirements of an Honours Double Major or Honours Major/Minor program, it may be necessary to successfully complete (pass) more than 120 credits;
- Faculty of Liberal Arts and Professional Studies degree requirements and program regulations apply;
- students successfully completing an Honours BA Double Major or Honours Major/Minor programs combined with other programs or Faculties will receive an Honours BA degree;
- students successfully completing an Honours BSW Major/Minor program combined with other programs or Faculties will receive an Honours BSW degree.

Faculty of Environmental Studies

Students in the Faculty of Liberal Arts and Professional Studies may combine any Honours Double Major BA or Honours Major/Minor BA program with the Faculty of Environmental Studies. Environmental studies may be completed as a second major in an Honours Double Major BA program or as a minor in an Honours Major/Minor BA program. For details about the program requirements in environmental studies, students should consult the Faculty of Environmental Studies.

An Honours Double Major or Honours Major/Minor in environmental studies may not be combined with the Honours Double Major or Honours Major/Minor in human rights and equity studies.

An Honours Major/Minor in environmental studies may not be pursued with a business minor.

The minor in environmental studies may not be pursued with an Honours Major/Minor in social work.

Faculty of Fine Arts

Students in the Faculty of Liberal Arts and Professional Studies may combine any Honours Double Major BA or Honours Major/Minor BA program with the Faculty of Fine Arts.

The following are fine arts majors which may be completed as a second major in a double major BA program:

- dance
- fine arts cultural studies
- film and video (film studies)
- music
- theatre (theatre studies)
- visual arts (studio)
- visual arts (art history)

A fine arts cultural studies double major may not be combined with a double major BA Culture and Expression program.

For details about the program requirements in fine arts, students should consult the Faculty of Fine Arts.

The following are fine arts minors which may be completed as a minor in a major/minor BA program:

- dance
- fine arts cultural studies
- film and video (film studies)
- music
- theatre (production or theatre studies)
- visual arts (studio)
- visual arts (art history)

A fine arts cultural studies minor may not be combined with a major/minor BA Culture and Expression program.

For details about the program requirements in fine arts, students should consult the Faculty of Fine Arts.

Faculty of Health

Students in the Faculty of Liberal Arts and Professional Studies may combine any Honours Double Major BA or Honours Major/Minor BA program with the Faculty of Health. Specific programs may be completed as a second major in an Honours Double Major BA program, or as a minor in an Honours Major/Minor BA program. For details about the program requirements in the Faculty of Health, students should consult the Faculty of Health.

The following are Faculty of Health majors which may be completed as a second major in an Honours Double Major BA program:

- kinesiology and health science
- psychology
- health studies

The Honours Double Major Interdisciplinary (linked) BA programs in African Studies, European Studies, Latin American and Caribbean Studies, Social and Political Thought, or South Asian Studies may be pursued as an Honours Double Major Interdisciplinary BA program with either kinesiology and health science or psychology in the Faculty of Health.

The following are Faculty of Health minors which may be completed as a minor in an Honours Major/Minor BA program:

- kinesiology and health science
- psychology
- health management
- health informatics
- health policy

Faculty of Science and Engineering

Students in the Faculty of Liberal Arts and Professional Studies may combine any Honours Double Major BA or Honours Major/Minor BA program with the Faculty of Science and Engineering. For details about the program requirements in the Faculty of Science and Engineering, students should consult the Faculty of Science and Engineering.

The following are science and engineering majors which may be completed as a second major in an Honours Double Major BA program³:

- applied mathematics
- computer science
- earth and atmospheric science (atmospheric science stream or earth science stream)
- mathematics
- mathematics for education
- physics and astronomy (physics stream or astronomy stream)
- statistics

Note: a science and engineering major in computer science may not be taken as a second major in an Honours Double Major BA Information Technology program.

The Honours Double Major Interdisciplinary (linked) BA programs in African Studies, European Studies, Latin American and Caribbean Studies, Social and Political Thought or South Asian Studies may be pursued as an Honours Double Major Interdisciplinary BA program with either statistics or mathematics in the Faculty of Science and Engineering.

The following are science and engineering minors which may be completed as a minor in an Honours Major/Minor BA program:

- applied mathematics
- biology
- chemistry
- computer science
- mathematics
- mathematics for commerce
- mathematics for education
- physics and astronomy (physics stream or astronomy stream)
- statistics
- earth and atmospheric science

Note: a science and engineering minor in computer science may not be taken as a minor in an Honours Major/Minor BA Information Technology program.

Coregistration in the Faculty of Education

Students enrolled in a BA program in the Faculty of Liberal Arts and Professional Studies may apply for admission to the Pre-Service program of the Faculty of Education. If they are accepted, they may coregister in the Faculty of Education and upon successful completion of the separate degree requirements of both Faculties will be awarded two degrees: Honours bachelor of arts (BA) or bachelor of arts (BA) and bachelor of education (BEd).

Although liberal arts and professional studies and education courses are taken concurrently, they are counted separately by each Faculty. Grade point averages for courses in the two Faculties are also calculated separately. The 30 credits required for the BEd are independent of the 120 credits required for the Faculty of Liberal Arts and Professional Studies Honours BA or the 90 credits required for the BA. Therefore, a student completing the requirements for both degrees would complete a minimum total of 150 credits for the Faculty of Liberal Arts and Professional Studies Honours BA/BEd or 120 credits for the Faculty of Liberal Arts and Professional Studies BA/BEd.

Credit for Education Courses

Faculty of Liberal Arts and Professional Studies students who are coregistered in the Faculty of Education may count education courses taken beyond the requirements for the BEd for credit towards the Honours BA or BA degree as courses outside the major.

Faculty of Liberal Arts and Professional Studies students who are not coregistered in the Faculty of Education may receive degree credit for academic courses offered by the Faculty of Education as courses outside the major.

3. Students in the Faculties of Environmental Studies, Fine Arts, Health or Science and Engineering may also combine an Honours Double Major BA or Honours Major/Minor BA program with the Faculty of Liberal Arts and Professional Studies. For further details, consult with your home Faculty.

Cross-listed Courses

Some courses in the Faculty of Liberal Arts and Professional Studies are cross-listed, that is, they are offered jointly by two or more academic units/Faculties.

- Cross-listed courses may not be double counted in order to fulfill degree requirements.
- Cross-listed courses may not be used to fulfill degree requirements of courses required outside the major in the programs offering the cross-listing.

Academic Standards

Academic standing depends on several factors, including the number of courses a student has passed (including transfer credits), the grade point average achieved during a particular session (sessional grade point average) and the overall grade point average (cumulative grade point average).

Change of program. Students may request to change their program of study after completion of their first academic session in the Faculty, provided they meet the minimum academic standards and entry requirements for the program requested. Students must follow requirements of the program in place at the point of entry. A Change of Program form must be completed and submitted to Student Client Services. Some programs may require school/department approval.

Honours BA, Honours iBA and Honours BSW Degrees (120 Credits)

Entry/re-entry. Students may enter/re-enter prior to the completion of 90 credits. Some programs may have limited entry and/or further entry requirements. Some programs have mathematics entry requirements. Students should refer to the program of study section for further information on these and other requirements. Students who are ineligible to continue in Honours may re-enter Honours if they raise their cumulative grade point average to 5.00 (C+) or above by the time they have successfully completed their 90th credit.

Note: all students who enter/re-enter the program must follow the requirements of the program in place at the time of entry/re-entry.

Faculty transfers. Students qualify for faculty transfer to a Faculty of Liberal Arts and Professional Studies Honours program provided they have met the minimum Honours progression requirement.

Continuing in Honours. To continue in an Honours program, students must maintain a cumulative grade point average of at least 5.00. Students whose cumulative grade point average falls below 5.00 during the course of their studies may proceed in an Honours program, on warning, provided they meet the year level progression requirements described below.

Honours progression (BA, iBA and BSW). Students who have completed less than 84 earned credits whose cumulative grade point average is below 5.00 may continue in Honours provided they meet the minimum year level progression requirements as follows:

Year 1	0-23 earned credits	Minimum cumulative grade point average 4.00
Year 2	24-53 earned credits	Minimum cumulative grade point average 4.25
Year 3	54-83 earned credits	Minimum cumulative grade point average 4.80
Year 4	84 and above earned credits	Minimum cumulative grade point average 5.00

Note: year level is based on the number of earned credits including transfer credit.

Courses taken beyond the normal maximum. Students in an Honours program who successfully complete (pass) more than 120 credits and whose cumulative grade point average is at least 5.00 will have all credits counted towards their Honours and their cumulative grade point average.

Graduating with an Honours BA or Honours iBA degree. To graduate in an Honours program, students must successfully complete (pass) at least 120 credits which meet Faculty of Liberal Arts and Professional Studies degree and program requirements. The cumulative grade point average must be at least 5.00.

Graduating with an Honours BSW degree. To graduate in an Honours program, students must successfully complete (pass) at least 120 credits which meet Faculty of Liberal Arts and Professional Studies degree and program requirements. The cumulative grade point average must be at least 5.00 and a minimum grade of 4.00 in all major credits.

Failure to maintain minimum Honours standing (BA, iBA, BSW). Students who do not meet the conditions outlined above may continue their studies only in a BA degree program. Students who are ineligible to continue in Honours may re-enter Honours if they raise their cumulative grade point average to 5.00 or above by the time they have successfully completed (passed) their 90th credit. No extra courses may be taken in a subsequent session in an effort to raise the grade point average to qualify for Honours. Please refer to the Academic Penalties section.

Opting to graduate with a BA degree (90 credits). 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).

Bachelor of Arts (BA) Degree (90 Credits)

Entry/re-entry. Students may enter/re-enter prior to completion of 90 credits. Some programs may have limited entry and/or further entry requirements. Some programs have mathematics entry requirements. Students should refer to the program of study section for further information on these and other requirements.

Note: all students who enter/re-enter the BA program must follow the requirements of the program in place at the time of entry/re-entry. Some programs may have limited entry and/or further entry requirements.

Faculty transfers. Students may transfer to a Faculty of Liberal Arts and Professional Studies BA degree provided they meet the minimum cumulative grade point average of 4.00.

Continuing. Students who maintain a cumulative grade point average of at least 4.00 may proceed in good standing in the BA degree. Students who at the end of an academic session meet the minimum Honours progression requirement will automatically be placed in the Honours program (if applicable). Students at the point of enrolment in a new academic session can declare via the enrolment system if they wish to proceed in the BA or Honours BA degree.

Courses taken beyond the normal maximum. Students in a bachelor program who successfully complete (pass) more than 90 credits and whose cumulative grade point average is at least 4.00 will have all credits counted towards their Honours and their cumulative grade point average.

Graduating with a BA degree. Students must successfully complete (pass) at least 90 credits that meet the Faculty's degree and program requirements with a cumulative grade point average of at least 4.00.

Failure to maintain minimum BA standing (advising recommended). Students who have successfully completed (passed) less than 90 credits whose cumulative grade point average is below 4.00 will be placed on academic warning and may continue in the BA program only. Please refer to the Academic Penalties section.

Additional credits to raise grade point average to qualify for graduation. Students in a BA degree who have successfully completed (passed) 90 credits in accordance with Faculty and program requirements, but whose grade point average is below 4.00, will be allowed a maximum of 12 attempted credits beyond the 90 passed credits in an effort to raise their cumulative grade point average to at least 4.00 to qualify for graduation. New courses, repeated courses, passed courses and failed courses will count towards the total maximum number of attempted credits. These courses must be taken at York University.

Students who have 90 passed credits and have attempted 12 credits beyond the 90, who fail to attain the minimum required cumulative grade point average of 4.00 will be ineligible to continue or graduate.

Bachelor of Administrative Studies Honours (Honours BAS) Degree (120 Credits)

Entry/re-entry. Students prior to entering Honours BAS are required to have one high school grade 12U mathematics courses which must be Advanced Functions or the equivalent. Students majoring in BAS information technology are required to have completed one 12U high school mathematics course or the equivalent within the last five years, prior to entry/re-entry. Students with less than 90 passed credits completed require a minimum cumulative grade point average of 5.00. At the point of completing 90 passed credits students who have not attained the minimum cumulative and major grade point average of 5.00 will be ineligible to enter/re-enter the program. No extra courses may be taken in a subsequent session in an effort to raise the grade point average to enter the BAS program. Faculty of Liberal Arts and Professional Studies students may submit a change of degree request to enter/re-enter the Honours BAS program.

Note: all students who enter/re-enter the Honours BAS program must follow the requirements of the program in place at the time of entry/re-entry. Some programs may have limited entry.

Faculty transfers. Students from other Faculties may submit a Faculty or Degree Change Request to enter the Honours BAS program to Student Client Services.

Continuing Honours BAS students. Students who have completed less than 90 passed credits and maintain a cumulative grade point average of at least 5.00 may proceed in good standing in the Honours BAS degree. Students who have completed 90 passed credits but less than 120 passed credits with a cumulative and major average of at least 5.00 may proceed in Honours.

Students who have completed at least 120 passed credits that have a minimum cumulative grade point average of at least 5.00 and a major grade point average of at least 5.50 may continue in Honours, if program requirements are not met, or may apply to graduate.

Graduating with an Honours BAS degree. Students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00 and a major grade point average of at least 5.50.

Courses taken beyond the normal maximum. Students who have completed 120 credits or greater who have a minimum cumulative grade point average of 5.00 and a major grade point average of 5.50 will have all credits counted towards their Honours and their cumulative grade point average.

Failure to maintain minimum Honours BAS standing. Students who have completed less than 90 passed credits whose cumulative grade point average is below 5.00 will be placed on "program warning" and may continue in the 90 credit BAS degree only. Please refer to the Academic Penalties section.

Opting to graduate with a BAS degree (90 credits). Students who are eligible for Honours may opt to graduate in a BAS program in the session in which they have completed their final course(s).

Bachelor of Administrative Studies (BAS) Degree (90 Credits)

Entry/re-entry. Students prior to entering BAS are required to have one high school grade 12U mathematics courses which must be Advanced Functions or the equivalent. Students with less than 90 passed credits completed require a minimum cumulative grade point average of 5.00. At the point of completing 90 passed credits students who have not attained the minimum cumulative and major grade point average of 5.00 will be ineligible to enter/re-enter the program. No extra courses may be taken in a subsequent session in an effort to raise the grade point average to enter the BAS program. Faculty of Liberal Arts and Professional Studies students may submit a change of degree request to enter/re-enter the BAS program.

Note: all students who enter/re-enter the BAS program must follow the requirements of the program in place at the time of entry/re-entry. Some programs may have limited entry.

Faculty transfers. Students from other Faculties may submit a Faculty or Degree Change Request to enter the BAS program to Student Client Services.

Continuing BAS students. Students who have completed less than 90 passed credits and maintain a cumulative grade point average of at least 5.00 may proceed in good standing in the 90-credit or Honours BAS degree. Students who have completed 90 passed credits but less than 120 passed credits with a cumulative and major average of 5.00 may apply to graduate or have the option to proceed in Honours.

Courses taken beyond the normal maximum. Students in the bachelor program who successfully complete (pass) more than 90 credits and whose cumulative and major grade point average is at least 5.00 will have all credits counted towards their degree and their cumulative grade point average.

Graduating with a BAS degree. Students must successfully complete (pass) at least 90 credits which meet the Faculty's degree and program requirements, with a cumulative and major grade point average of at least 5.00.

Failure to maintain minimum BAS standing (advising recommended). Students who have completed less than 90 passed credits whose cumulative grade point average is below 5.00 will be placed on "program warning" and may continue in the 90 credit BAS degree only. Please refer to the Academic Penalties section.

Additional credits to raise grade point average for graduation. BAS students who upon completion of 90 passed credits whose cumulative and major grade point average is below 5.00 will be allowed a maximum of 12 attempted credits beyond the 90 passed credits in an effort to raise their cumulative and major grade point average to the minimum of 5.00 to continue or graduate with the bachelor degree. New courses, repeated courses, passed courses and failed courses will count towards the total maximum number of attempted credits. These courses must be taken at York University.

Students who have 90 passed credits and have attempted 12 credits beyond the 90, who fail to attain the minimum cumulative and major grade point average of 5.00 will be ineligible to continue or graduate in BAS.

Bachelor of Human Resources Management Honours (Honours BHRM) Degree (120 Credits)

Entry/re-entry. Students prior to entering the Honours BHRM must have completed one 12U mathematics course or equivalent. Students with less than 90 passed credits completed require a minimum cumulative grade point average of 5.00. At the point of completing 90 passed credits students who have not attained the minimum cumulative and major grade point average of 5.00 will be ineligible to enter/re-enter the program. No courses may be taken in a subsequent session in an effort to raise the grade point average to enter the Honours BHRM program. Liberal Arts and Professional Studies students may submit a change of degree request to enter/re-enter the Honours BHRM.

Note: all students who enter/re-enter the Honours BHRM program must follow the requirements of the program in place at the time of entry/re-entry. Some programs may have limited entry.

Faculty transfers. Students from other Faculties may submit a Faculty or Degree Change Request to enter the Honours BHRM program to Student Client Services.

Continuing Honours BHRM students. Students who have completed less than 90 passed credits and maintain a cumulative grade point average of at least 5.00 may proceed in good standing in the Honours BHRM degree. Students who have completed 90 passed credits but less than 120 passed credits with a cumulative and major average of 5.00 may proceed in Honours.

Students who have completed 120 passed credits or greater who have a minimum cumulative grade point average of 5.00 and a major grade point average of 5.50 may continue in Honours if program requirements are not met or may apply to graduate.

Courses taken beyond the normal maximum. Students who have completed 120 credits or greater who have a minimum cumulative grade point average of 5.00 and a major grade point average of 5.50 will have all credits counted towards their Honours and their cumulative grade point average.

Graduating with an Honours BHRM degree. Students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00 and a major grade point average of at least 5.50.

Failure to maintain minimum Honours BHRM standing. Students who have completed less than 90 passed credits whose cumulative grade point average is below 5.00 will be placed on "program warning" and may continue in the 90 credit BHRM degree only. Please refer to the Academic Penalties section.

Opting to graduate with a BHRM degree (90 credits). Students who are eligible for Honours may opt to graduate in a BHRM program in the session in which they have completed their final course(s).

Bachelor of Human Resources Management (BHRM) Degree (90 Credits)

Entry/re-entry. Students prior to entering the BHRM must have completed one 12U mathematics course or equivalent. Students with less than 90 passed credits completed require a minimum cumulative grade point average of 5.00. At the point of completing 90 passed credits students who have not attained the minimum cumulative and major grade point average of 5.00 will be ineligible to enter/re-enter the program. No extra courses may be taken in a subsequent session in an effort to raise the grade point average to enter the BHRM program. Faculty of Liberal Arts and Professional Studies students may submit a change of degree request to enter/re-enter the BHRM.

Note: all students who enter/re-enter the BHRM program must follow the requirements of the program in place at the time of entry/re-entry. Some programs may have limited entry.

Faculty transfers. Students from other Faculties may submit a Faculty or Degree Change Request to enter the BHRM program to Student Client Services.

Continuing BHRM students. Students who have completed less than 90 passed credits and maintain a cumulative grade point average of at least 5.00 may proceed in good standing in the 90-credit or Honours BHRM degree. Students who have completed 90 passed credits or greater with a cumulative and major average of 5.00 may apply to graduate or have the option to proceed in Honours.

Courses taken beyond the normal maximum. Students in the bachelor program who successfully complete (pass) more than 90 credits and whose cumulative and major grade point average is at least 5.00 will have all credits counted towards their degree and their cumulative grade point average.

Graduating with a BHRM degree. Students must successfully complete (pass) at least 90 credits which meet the Faculty's degree and program requirements, with a cumulative and major grade point average of at least 5.00.

Failure to maintain minimum BHRM standing (advising recommended). Students who have completed less than 90 passed credits whose cumulative grade point average is below 5.00 will be placed on "program warning" and may continue in the 90 credit bachelor BHRM degree only. Please refer to the Academic Penalties section.

Additional credits to raise grade point average for graduation. BHRM students who upon completion of 90 passed credits whose cumulative and major grade point average is below 5.00 will be allowed a maximum of 12 attempted credits beyond the 90 passed credits in an effort to raise their cumulative and major grade point average to the minimum of 5.00 to continue or graduate with the BHRM degree. New, repeated, passed and failed courses will count towards the total maximum number of attempted credits. These courses must be taken at York University.

Students who have 90 passed credits and have attempted 12 credits beyond the 90th credit, who fail to attain the minimum cumulative and major grade point average of 5.00 will be ineligible to continue or graduate in BHRM.

Bachelor of Social Work Honours (Honours BSW) Degree (120 Credits)

Entry/re-entry. Students may enter/re-enter Honours BSW if they meet the minimum Honours progression requirement. Students who have not attained the 5.00 cumulative grade point average at the point of completing 90 passed credits will be ineligible for Honours. No extra courses may be taken in a subsequent session in an effort to raise the grade point average to qualify for Honours. Please refer to Academic Penalties section.

All requests for entry/re-entry also require a supplemental application and are subject to School of Social Work approval. Faculty of Liberal Arts and Professional Studies students may submit a change of degree request to enter/re-enter the Honours BSW.

Note: all students who enter/re-enter the Honours BSW program must follow the requirements of the program in place at the time of entry/re-entry. Some programs may have limited entry.

Faculty transfers. Students qualify for transfer to a Faculty of Liberal Arts and Professional Studies Honours program provided they have met the minimum Honours requirement. Students who have not attained the 5.00 cumulative grade point average at the point of completing 90 passed credits will be ineligible for Honours. No extra courses may be taken in a subsequent session in an effort to raise the grade point average to qualify for Honours. Students from other Faculties may submit a Faculty or Degree Change Request and a supplemental application to enter the BSW program to Student Client Services. All requests are subject to School of Social Work approval.

Continuing. Students may continue in an Honours program providing they meet the minimum Honours progression.

Courses taken beyond the normal maximum. Students in an Honours program who successfully complete (pass) more than 120 credits and whose cumulative grade point average is at least 5.00 will have all credits counted towards their Honours and their cumulative grade point average.

Graduating with an Honours BSW degree. Students must successfully complete (pass) at least 120 credits which meet the Faculty's degree and program requirements with a cumulative grade point average of at least 5.00 including a minimum grade of C (4.00) in all courses used in the major.

Failure to maintain honours progression for Honours BSW degree. BSW students who fail to meet the Honours progression requirement will be ineligible to proceed in the BSW program. Students who have completed 90 passed credits but less than 120 passed credits may petition for an Honours waiver. Students who have completed less than 90 passed credits and wish to continue their studies must change their degree.

Undergraduate Certificates Minimum Standards

Minimum requirements for multiple certificates: students may acquire more than one certificate provided that at least 18 credits in each certificate are unique to the specific certificate.

Advanced certificates: as described by the program.

Cross-disciplinary certificates: 24 credits, at least 18 of which must be at the 2000-level or above, including six credits at the 3000 or 4000 level. In order to receive the certificate candidates must present a cumulative grade point average (GPA) of 4.00 or greater in the courses taken to satisfy certificate requirements.

Certificate of proficiency: there would normally be a comprehensive examination in addition to course requirements (normally 12 credits). In order to receive the certificate candidates must present a cumulative GPA of 4.00 or greater in the courses taken to satisfy certificate requirements, although language certificates normally have higher requirements.

General certificates: as described by the program.

Professional certificates: normally 24 credits, 18 credits of which would be at the 3000 level or above. In most cases, at least 12 credits of the disciplinary courses that satisfy certificate requirements must be in addition for those used to satisfy requirements of an undergraduate major being completed concurrently.

Note: to obtain a professional certificate offered by the School of Administrative Studies, at least 18 credits of the ADMS course credits that satisfy certificate requirements must be in addition to those used to satisfy a degree.

Some certificate programs may have specific academic standing requirements.

Residency requirement: the University residency requirement for undergraduate certificate programs is 18 credits for certificate programs requiring up to 36 credits and 50 per cent of the required credits for certificates comprising more than 36 credits. Normally, for undergraduate certificate programs requiring 18 credits or less, all credits are completed at York.

Graduating with a certificate: except where otherwise stated, a minimum cumulative grade point average of 4.00 is required to satisfy certificate requirements. Students must also submit an Application to Graduate with a Certificate form. Applications should be obtained from and filed with the unit administering the certificate program. Transcript notation that the requirements for a certificate have been completed will be made once the Registrar's Office has received notice from the unit administering the program. Certificates will not be conferred until candidates have successfully completed an undergraduate degree program if they are simultaneously enrolled in a degree and a certificate program. The Faculty does not award certificates retroactively.

Rules and Regulations

Transfer Students

Students who enter with prior experience at a postsecondary educational institution are enrolled in an Honours program if their prior cumulative grade point average (including failed courses) is at least the equivalent of 5.00 on the York scale. (*Note: courses taken at other postsecondary institutions are not calculated as part of the student's grade point average at York, nor do they appear on the York transcript.*)

Academic Standing Requirements for Visiting Students

Individuals who wish to enrol in undergraduate credit courses, but who do not intend to complete a degree or a certificate may be admitted to York as a visiting student (refer to the Admissions section for more information). There are three categories of visiting students:

- Those who hold an undergraduate degree (three-year bachelor's degree minimum) from an accredited university/university-level institution;
- Those who **do not hold an undergraduate degree** but wish to enrol in York courses to fulfill the academic, upgrading or professional development requirements of a professional designation;
- Those who are currently attending another recognized university and wish to take York courses on a letter of permission issued by their home institution.

Repeated course legislation does not apply to visiting students but only to academic degrees and certificates. Therefore, all courses attempted or taken will count in the overall cumulative grade point average.

GPA Requirement

Students in categories a) and b) whose overall cumulative grade point average falls below 4.00 on at least 24 credits attempted will not be allowed to enrol in any subsequent session as visiting students. Students who are not permitted to re-enrol must apply for re-admission through the Admissions Office.

Credit Limits

Students in category b) who have maintained an overall cumulative grade point average of 4.00 throughout their studies and who have completed 30 credits will not be allowed to enrol in subsequent sessions and must either reactivate to proceed as visiting students or may choose to apply for admission to a degree or certificate program.

Visiting students admitted to the Faculty of Liberal Arts and Professional Studies may:

- enrol in degree credit courses providing they meet the published corequisite(s) and prerequisite(s), or obtain permission of the Chair of the discipline concerned;
- not register in a course equivalent to one already completed.

Faculty Transfers

Students who were last registered in an undergraduate degree program in another Faculty of York University and who wish to transfer to the Faculty of Liberal Arts and Professional Studies must submit a Faculty or Degree Change Request form to Student Client Services. Refer to the Academic Standing section for degree/program academic standing requirements.

Information for Continuing Students in a Grandparented Program

Students who were registered in a degree and program formerly in the Atkinson Faculty of Liberal and Professional Studies or the Faculty of Arts have been moved to the Faculty of Liberal Arts and Professional Studies. Grandparenting provisions have been developed for students continuing in these degrees and programs.

Grandparented rules allow students to complete their studies following the rules of the programs they were in prior to the Fall/Winter 2009-2010 Session. This includes all major and degree requirements including general education requirements and upper level requirements, as well as the electives or required credits outside the major. For more information on the grandparenting rules visit <http://www.yorku.ca/laps/transition/faqs/grandparented.html>.

Second or Subsequent Degrees

Students who hold an undergraduate degree from an accredited institution, and who are admissible according to Faculty and University policies, may pursue a second (or subsequent) degree program in the Faculty of Liberal Arts and Professional Studies.

Eligibility for admission and standing will be assessed according to performance in the first or subsequent degree(s). Students will be assessed as eligible for an Honours degree if they have graduated with Honours standing in their first degree. Students who are eligible for an Honours degree program will be enrolled in Honours, but may elect to graduate with a bachelor's degree. Students admitted to an Honours degree and 90-credit bachelor program will be granted transfer credit in accordance with the University's residency requirement. Under certain circumstances, students admitted to a 90-credit bachelor's degree program may qualify to proceed in an Honours degree; however, the transfer credit granted upon admission will not be amended.

All second (and subsequent) degree candidates must meet the residency requirements and must satisfy all upper-level requirements and requirements in the major/minor subject(s). Grade point averages are calculated for students in second (or subsequent) degree programs only on the courses taken for that degree and not on courses taken to satisfy requirements for the first or subsequent degree(s).

A student holding a university undergraduate degree may apply for admission to studies leading to a second degree. Such students must be admissible to the Faculty of Liberal Arts and Professional Studies. Students must apply through Admissions for second and subsequent undergraduate degree(s). University residency requirements apply.

Course Loads

Fall/Winter Session

A full course load is defined as 30 credits during the fall/winter session. Students may take a maximum of 36 credits overall (and 18 credits per term) without petitioning. Students with substantial familial or financial responsibilities outside the University are advised to consider taking fewer courses in a session. It is recommended that students take their personal circumstances and academic standing into consideration before taking a course load of 36 credits in the fall/winter session.

Summer Session

A full course load is defined as 15 credits in the summer session. Students may take a maximum of 18 credits overall without petitioning. Students with substantial familial or financial responsibilities outside the University are advised to consider taking fewer courses in a session. It is recommended that students take their personal circumstances and academic standing into consideration before taking a course load of 18 credits in the summer session.

Courses Taken at York University

Faculty of Liberal Arts and Professional Studies degree candidates may enrol in courses offered by other York University Faculties provided they meet the publicized corequisite(s) and/or prerequisite(s). Students are responsible for ensuring that out-of-Faculty courses meet Faculty of Liberal Arts and Professional Studies degree and program requirements. Out-of-Faculty courses are credited at the level at which they are taken.

York University courses are also offered in Italy by the Department of Languages, Literatures and Linguistics. In addition, independent study, directed reading and thesis courses are offered by some departments/schools. Students interested in arranging such courses should inquire at the relevant department/school. Individual programs may place restrictions on the number and nature of courses taken.

Courses at Other Accredited Universities/Letter of Permission (LOP)

Faculty of Liberal Arts and Professional Studies students pursuing a degree or a certificate may request a letter of permission to receive credit at York for courses taken at other accredited universities. Students not working toward a liberal arts and professional studies degree or a certificate are not eligible for letters of permission.

It is the responsibility of the student to ensure that:

- (i) courses completed on a letter of permission meet program requirements;
- (ii) courses will fulfill residency requirements for purposes of graduation or the granting of a certificate;
- (iii) the letter of permission request with course descriptions is submitted to the appropriate departmental office and returned with the completed form and the application fee to Student Client Services;
- (iv) a letter of permission is granted prior to enrolling in courses at another institution;
- (v) if they do not register for the courses or do not complete the approved courses, the student must provide the Registrar's Office with documentation from the host institution confirming that the student did not register or withdrew from the courses without academic penalty;
- (vi) arrangements are made for the host institution to forward an official transcript to the Registrar's Office as soon as final grades are available.

Notes:

1. *Students who receive a letter of permission to take their last course(s) at another institution will not normally graduate at the convocation directly following the session in which the letter of permission was issued.*
2. *Some programs may have specific policies restricting letters of permission on the basis of accreditation or professional association requirements. Please review the department/school policy.*
3. *Certain courses with a professional orientation fitting within the program of a division of York University, but offered by an institute or organization other than those already approved for purposes of credit may be eligible for credit towards a degree in the division concerned, provided the course in question is approved for this purpose by the Senate Committee on Admissions on the recommendation of an Academic Council of York University (<http://www.yorku.ca/secretariat/policies/document.php?document=74>).*

LOP regulations:

- students must be enrolled in a Faculty of Liberal Arts and Professional Studies degree or certificate program;
- including courses taken on a letter of permission, students may enrol in a maximum of 18 credits in a summer session and 36 credits (18 credits per term) in a fall/winter session;
- students must obtain a minimum grade of C (as understood in the Faculty of Liberal Arts and Professional Studies) for credit to be granted;
- a letter of permission will not be granted to students who are on academic warning, program warning, debarment warning or academic probation;
- if a student receives academic warning, program warning, debarment warning, academic probation or is ineligible to proceed at the conclusion of the session prior to taking courses on a letter of permission, the letter of permission will be rescinded;
- 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 re-assessed.

Audit a Course

With the permission of a course director, an auditor attends classes and participates in a course in the same way as other students, but does not submit assignments or write tests or examinations. Restrictions may apply. Further information about admissibility, application procedures, courses available and fees may be obtained at Student Client Services.

Directed Reading Courses

Students who are pursuing directed reading courses may do so after having successfully completed (passed) 24 credits in the Faculty of Liberal Arts and Professional Studies. The Faculty provides for such independent reading courses which are subject to the guidelines of the departments and schools, and to the following regulations:

- The maximum permissible number of directed reading courses depends on a student's degree option and availability.
- Students in Honours programs may take 24 credits; students in a bachelors program may take 18 credits.
- Within their last 30 credits, students may take a maximum of 12 credits in directed reading courses.
- Students may take a maximum of 12 credits of directed reading courses with the same faculty member.

Term Work, Tests and Examinations

Term Work

Term work includes reports, assignments, presentations, essays, tests and other written work assigned in a course with the exception of final examinations.

Deadline for Submission

Term work must be submitted by the first day of the official examination period of the term in which the course ends. Instructors, departments and schools may, however, set earlier deadlines for the submission of term work.

Tests and Examinations

Tests and examinations are important parts of the educational process. They must be conducted under fair conditions which allow students to demonstrate what they have learned. Disruptions or attempts to obtain an unfair advantage are offences against academic process and carry severe penalties. (Refer to Senate Policy on Academic Honesty and Student Code of Conduct at <http://www.yorku.ca/univsec/policies/>.) The following regulations apply to tests and examinations. (<http://www.yorku.ca/secretariat/policies/document.php?document=80>)

Identification

Students who are being tested or examined are required to present a valid York University photo identification card or other acceptable form of photo identification and to sign the attendance roster for the examination.

Answer Booklets

Answer booklets are the property of the University. Test papers, examination booklets and other answer forms remain the property of the University unless they are released by an instructor. Students may not remove them from the test or examination room without permission; nor may they possess blank examination booklets.

Students' Right to Review

Students may always have the opportunity, under properly controlled conditions, to review and discuss their graded test and examination answers, but final examination answer booklets (and at the discretion of the course director, other examination booklets) remain the property of the University, and are retained by the teaching unit for a certain period of time before they are destroyed.

Tests and Examinations During the Term

Restriction at End of Term

In the fall/winter session, the total value of any test(s) or examination(s) given in the last two weeks of classes in a term must be no more than 20 per cent of the final mark for the course.

Scheduling of Tests

Except where testing is conducted during individual appointments which accommodate the schedules of students (e.g. individual oral interviews in language courses, individually scheduled make-up tests), tests or examinations given during the term should be held within the hours regularly scheduled for the course in question. Any exceptions must be communicated within the first two weeks of classes and on the course outline.

Students' Right of Refusal

Students who are asked to write tests or examinations in contravention of the preceding two regulations may refuse to do so without academic penalty; they also have the right to raise the matter with the Chair/director of the department or the school in which the course is offered or with the dean.

Formally Scheduled Examinations

Final Examination Period

There is a final examination period at the end of each term. The dates and times of formally scheduled examinations are listed on the Current Students Web site (<http://www.yorku.ca/yorkweb/cs.htm>). Examinations may last two or three hours.

Missed Examinations

In accordance with University policy and procedure, a student who misses an examination should contact the course director and the department/school of the examination as soon as possible. A student who wishes to write a make-up examination must request deferred standing in the course.

Deferred Standing

Deferred standing is a process by which students who are either unable to write their final examination at the scheduled time (or submit term work) before the Faculty deadline to submit final grades reach an agreement with the course director granting deferred standing in the course and setting a date for writing the exam (or submitting the outstanding work).

In order to apply for deferred standing, students must complete a Final Examination/Assignment Deferred Standing Agreement (DSA) form and reach an agreement directly with the course director for an alternative final examination date or for an extension to the deadline. The form and

guidelines are available on the Registrar's Office Web site (http://www.registrar.yorku.ca/services/ds_faq.htm). When agreement cannot be reached by the instructor and student, the student has the option of submitting their request to the Faculty Petitions Committee.

Aegrotat Standing

In cases where a student cannot be expected to complete the work for a course, the phrase "aegrotat standing" (from the Latin for "she/he is ill") is substituted for a grade on the transcript. Aegrotat standing is seldom granted, and only in exceptional circumstances where deferred standing or late withdrawal from the course is inappropriate.

Rewriting of Examinations

The Faculty of Liberal Arts and Professional Studies has no provision for the rewriting of a final examination to improve a mark.

Exam Accommodation

Students with disabilities requiring accommodation or students requiring accommodation for significant religious observances shall be responsible for requesting the necessary accommodation in advance of the examination period and in accordance with the recommended timelines in the relevant policies and procedures.

Religious Accommodation Guidelines

Students who, because of religious commitment cannot write a formally scheduled examination (December and April examination periods) on the date scheduled, should contact the course instructor **no later than three weeks prior to the start of the examination period** to arrange an alternative examination date. An Examination Accommodation form is available for this purpose in Student Client Services. (<https://w2prod.sis.yorku.ca/Apps/WebObjects/cdm.woa/wa/regobs>)

Grading in Courses

Grading

1. All course grades, including those assigned after a deferred examination(s) are derived from an evaluation of examination and term work, unless otherwise decided.
2. With the exception of courses explicitly required for certification by a professional body, or other exceptions agreed to by Senate, students pass or fail a course on the basis of final course average, without the additional requirement of having to obtain a passing grade on a final examination. (This does not preclude the possibility of a final examination representing more than 50 per cent of the final grade in a particular course or the requirement that a student pass a specific course lab component.)
3. Unless Senate agrees to explicit exemptions, eligibility to proceed in or graduate from an undergraduate degree program will not be based on a minimum grade requirement for each major course. It should be noted that this does not preclude setting requirements for a minimum cumulative grade point average in a major subject area. Nor does this preclude setting individual course grade requirements when a course is a prerequisite for upper-level courses or as part of a core requirement. Course grades are not official until released by the University.
4. The letter-grade system is the fundamental system of assessment of performance in undergraduate programs at York University. In courses where percentages are used as a means of reporting grades on individual pieces of work, the following conversion table is to be used in converting percentage grades to letter grades, unless alternative provisions for scaling and/or conversion are announced to students in writing within the first two weeks of classes.

From Percentage	To Letter Grade	Grade Point
90-100	A+	9
80-89	A	8
75-79	B+	7
70-74	B	6
65-69	C+	5
60-64	C	4
55-59	D+	3
50-54	D	2
40-49	E	1
0-39	F	0

Repeating passed or failed courses for academic credit:

- Students are allowed to repeat a passed or failed course once for academic degree or certificate credit. Students should note that course availability and space considerations may preclude the possibility of repeating a course in the session they choose.
- When a student is allowed to repeat a course for academic degree or certificate credit, the second grade will be the grade of record and the only grade calculated in the student's grade point average (major, cumulative, sessional and overall). A course can be credited only once towards satisfaction of degree or certificate academic credit requirements.
- The record of both the first and second time the course was taken will appear on the student's transcript, with the first course designated as NCR (No Credit Retained).
- The restrictions regarding repeating a passed or failed course also apply to cross-listed courses and course credit exclusions.

The above items do not apply to graduate degree or diploma programs, the BEED degree programs of the Faculty of Education or the JD degree program of Osgoode Hall Law School.

The above items do not apply to practicum courses offered in the Bachelor of Social Work degree program or practicum courses offered in the Bachelor of Science in Nursing (BScN) degree program.

It should be noted that when a course is repeated, the first instance of the course being taken and the grade that was awarded will continue to appear on the transcript with the designation NCR (No Credit Retained) added as a qualification beside the grade. The transcript legend will explain that the NCR designation means that neither the course credit nor grade have been included in the calculation of the student's grade point average.

Pass/Fail alternative grading option:

The Faculty wants capable upper-year students to feel free to enrol in free-choice courses without fear of jeopardizing their grade point average. For this reason, students may take a limited number of such courses for full degree credit on an ungraded basis. Courses taken on this basis are listed on the transcript as either pass or fail. Neither of these two grades is calculated into the student's grade point averages. The course director forwards a written evaluation of the student's work in the course to the student and to the Registrar's Office. The following regulations apply to courses taken as a pass/fail alternative grading option:

- Only students who are not under academic warning, debarment warning, or academic probation may take such courses.
- Students may apply to take such courses only after they have successfully completed (passed) 24 credits.
- Courses taken on a pass/fail alternative grading option may not be used for courses taken to satisfy major, minor, general education or certificate requirements.
- The ungraded option **cannot be used** by students in the Faculty of Liberal Arts and Professional Studies for 1000-level science courses or non-major courses required to satisfy program requirements.
- Students registered in an Honours program may take a maximum of 12 credits as a pass/fail alternative grading option.

- Students registered in a bachelor program may take a maximum of six credits as a pass/fail alternative grading option.
- Students who wish to designate a course as pass/fail alternative grading option must do so within the first two weeks of the term in which the course begins; they must first obtain the signature of the course director on the form available for this purpose from Student Client Services. The completed form should then be returned to Student Client Services.
- Students who elect to complete a course as a pass/fail alternative grading option can switch back to a graded basis until the last date to drop a course without academic penalty.

Credit/No Credit

The notations Credit and No Credit will be used when an entire course is being offered on an ungraded basis. No Credit will count as an earned failing grade of F in the grade point average.

Grades in Courses

The grading scheme (i.e. kinds and weights of assignments, essays, exams etc.) is to be announced, and be available in writing, within the first two weeks of classes.

Under normal circumstances, graded feedback worth at least 15 per cent of the final grade for fall, winter or summer term, and 30 per cent for full year courses offered in the fall/winter session, will be received by students in all courses prior to the final withdrawal date from a course without receiving a grade, with the following exceptions:

- graduate or upper level undergraduate courses where course work typically, or at the instructor's discretion, consists of a single piece of work and/or is based predominantly (or solely) on student presentations (e.g. Honours theses or graduate research papers not due by the drop date etc.);
- practicum courses;
- ungraded courses;
- courses in Faculties where the drop date occurs within the first three weeks of classes;
- courses which run on a compressed schedule (a course which accomplishes its academic credits of work at a rate of more than one credit hour per two calendar weeks).

Note: under unusual and/or unforeseeable circumstances which disrupt the academic norm, instructors are expected to provide grading schemes and academic feedback in the spirit of these regulations, as soon as possible.

Subsequent Changes

In exceptional circumstances, a previously announced marking scheme for a course may be changed, but only with the unanimous consent of students; the new marking scheme must also be distributed in written form.

In courses where percentages are used as a means of reporting grades on individual pieces of work, the conversion table is used in converting percentage grades to letter grades, unless alternative provisions for scaling and/or conversion are announced to students in writing within the first two weeks of classes.

Requests for Reappraisal of Final Grades

Students may, with sufficient grounds, request that a final grade in a course be reappraised. Further information may be obtained from the department/division offering the course. Students applying to have a grade reappraised in a Faculty of Liberal Arts and Professional Studies course should note the following:

- Requests for reappraisal must be filed with the unit offering the course within 21 calendar days of the release of the final grade in the course.
- Students may question the marking of specific pieces of work, or the overall course grade. Normally, however, only written work can be reassessed.
- When a student asks for a reappraisal, an original grade may be raised, lowered or confirmed.

- Students wishing to request the reappraisal of a final grade should fill out the appropriate form available from the department/school offering the course and submit it to the same office.
- The decision of the department/school may be appealed to the Faculty only on grounds of procedural irregularity or new evidence.

Academic Penalties

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

Program Warning for BAS and BHRM

BAS

BAS students who have completed less than 90 passed credits, whose cumulative grade point average is below 5.00, will be placed on program warning and may continue in the 90 credit bachelor degree only providing they meet the program warning conditions outlined below.

Program warning conditions for BAS:

BAS students on program warning, within the next 24 credits taken, must raise the cumulative grade point average to at least 5.00. At no time may the cumulative grade point average fall below 2.50 upon completion of at least 24 York credits.

Additional credits to raise grade point average for graduation:

BAS students who upon completion of 90 passed credits whose cumulative and major grade point average is below 5.00 will be allowed a maximum of 12 attempted credits beyond the 90 passed credits in an effort to raise their cumulative and major grade point average to the minimum of 5.00 to continue or graduate with the bachelor degree. These courses must be taken at York University.

Note: new, repeated, passed and failed courses will count towards the total maximum number of attempted credits.

Students who have 90 passed credits and have attempted 12 credits beyond the 90, who fail to attain the minimum cumulative and major grade point average of 5.00 will be ineligible to continue or graduate in BAS.

BHRM

BHRM students who have completed less than 90 passed credits, whose cumulative grade point average is below 5.00, will be placed on program warning and may continue in the 90 credit bachelor degree only providing they meet the program warning conditions outlined below.

Program warning conditions for BHRM:

BHRM students on program warning, within the next 24 credits taken, must raise the cumulative grade point average to at least 5.00. At no time may the cumulative grade point average fall below 2.50 upon completion of at least 24 York credits.

Additional credits to raise grade point average for graduation:

BHRM students who upon completion of 90 passed credits whose cumulative and major grade point average is below 5.00 will be allowed a maximum of 12 attempted credits beyond the 90 passed credits in an effort to raise their cumulative and major grade point average to the minimum of 5.00 to continue or graduate with the bachelor degree. These courses must be taken at York University.

Note: new, repeated, passed and failed courses will count towards the total maximum number of attempted credits.

Students who have 90 passed credits and have attempted 12 credits beyond the 90, who fail to attain the minimum cumulative and major grade point average of 5.00 will be ineligible to continue or graduate in BHRM.

Academic Warning

Students who, prior to completion of 90 passed credits, whose cumulative grade point average falls below 4.00 at the end of any session, or who enter the Faculty with a grade point average equivalent to less than 4.00 on the York scale, receive an academic warning.

Academic warning conditions:

Students on academic warning must achieve a cumulative grade point average of at least 4.00 within the next 24 credits taken, or earn a sessional grade point average of at least 5.00 in the session in which that 24th credit is taken and in each subsequent session until the cumulative grade point average reaches 4.00, or be required to withdraw. Students whose cumulative grade point average on at least 24 York credits is below 2.50 will be required to withdraw for 12 months.

Failure to meet academic warning conditions:

Students on academic warning who fail to meet the academic warning conditions must withdraw for 12 months.

Additional credits to raise grade point average to qualify for graduation:

Students in a bachelors program who have successfully completed (passed) 90 credits in accordance with Faculty and program requirements, but whose grade point average is below 4.00 will be allowed a maximum of 12 attempted credits beyond the 90 passed credits in an effort to raise their cumulative grade point average to at least 4.00 to qualify for graduation. New courses, repeated courses, passed courses and failed courses will count towards the total maximum number of attempted credits. These courses must be taken at York University.

Students who have 90 passed credits and have attempted 12 credits beyond the 90, who fail to attain the minimum required cumulative grade point average of 4.00 will be ineligible to continue or graduate.

Required Withdrawal (BA, iBA, BAS, BHRM and BSW)

Students whose academic record shows marked weakness may be required to withdraw from their studies for twelve months, 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:

- **Grade point average below 2.50:** students whose cumulative grade point average on at least 24 credits is below 2.50 must withdraw for 12 months.
- **Students whose grade point average is below 4.00 and equal to or greater than 2.50:** students who have received an academic warning for a cumulative grade point average below 4.00 must satisfy the academic warning conditions as specified above or be required to withdraw for 12 months.

Petition to continue without interruption:

Students who have been required to withdraw may submit a petition requesting permission to continue their studies without interruption. Students granted such a petition would be allowed to continue their studies on debarment warning.

Reactivation after required withdrawal:

Students who have been required to withdraw may apply for reactivation after the requisite period of absence by submitting a form obtainable from Student Client Services. 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 Petitions) receive a debarment warning.

Debarment Warning

Students who have been required to withdraw from the Faculty of Liberal Arts and Professional Studies or from another Faculty at York or elsewhere, receive a debarment warning upon continuing their studies in the Faculty.

Debarment warning conditions

Students on debarment warning must achieve a cumulative grade point average of at least 4.00 within the next 24 credits taken or earn a sessional grade point average of at least 5.00 in the session in which the 24th credit is taken and in each subsequent session until the cumulative average reaches 4.00, and must then maintain this average. Students who do not fulfill these conditions will be debarred from the University.

Students on debarment warning are allowed to complete their subsequent 24 credits without restriction.

Debarment

Students who fail to meet the debarment warning conditions outlined above will be 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 requesting permission to continue their studies without interruption. Students granted such a petition would be allowed to continue their studies on academic probation.

Reapplying after debarment:

Students who have been debarred and who wish to resume their studies must apply for readmission through the Admissions Office <http://www.yorku.ca/web/futurestudents> and must provide persuasive evidence that they are ready and able to complete a degree program. Students who are readmitted (as well as those who have been allowed to continue their studies by virtue of a petition) receive an academic probation.

Academic Probation

Students who have been debarred and who subsequently resume their studies in the Faculty whether by petitioning to continue without interruption or by applying for readmission, receive an academic probation. Students on academic probation must meet the debarment warning conditions outlined above; otherwise, they will be debarred.

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 waive regulations which would otherwise apply.

Students are expected to familiarize themselves with the University policy on Petitions and Grade Reappraisal before taking any steps which may have repercussions or affect their academic progress. The purpose of a petition is to request an exemption from a regulation or deadline. Being unfamiliar of regulations or deadlines does not constitute a valid reason for a petition.

Petition

Students may petition 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 Petitions Committee more than one year beyond the date of the release of grades for the session to which the petition relates.

The Petitions Committee considers student academic petitions for exceptions to all Faculty regulations, including petitions to continue studies without interruption in cases where a student has been required to withdraw or debarred. The committee will give due consideration to transition difficulties documented by students in their first university session.

Petitions relating to a student's enrolment status in a course will only be considered if they are submitted within 30 days of the last day of classes. Such petitions may be considered for a period of up to one year if they are based on special circumstances.

Petitions are held in the strictest confidence. The committee considers the petition itself, any supporting documentation (from professors or medical practitioners) and other relevant information contained in the student's record. Students do not normally appear in person.

Appeal

An appeal is a written request for the alteration of the decision taken on a petition generally made to the same level but to another person, panel or committee.

Appeals against decisions of the Petitions Committee will be permitted only on the grounds of:

- new evidence, or
- evidence of procedural irregularity in the committee's consideration of the case.

Graduation and Academic Excellence**Academic Achievement List**

The Faculty of Liberal Arts and Professional Studies Sessional Academic Achievement List recognizes the outstanding achievement of the following students:

- Students taking 12 to 17 credits in a given session who have attained a sessional grade point average of 8.00 or higher.
- Students taking 18 or more credits in a given session who have attained a sessional grade point average of 7.50 or higher.

Graduating with Honours or Bachelor Academic Standing

Students with high grade point averages are eligible for the following recognition upon graduation from the Faculty of Liberal Arts and Professional Studies.

Summa cum laude: 8.00 or above cumulative grade point average.

Magna cum laude: 7.80 to 7.99 cumulative grade point average.

Cum laude: 7.50 to 7.79 cumulative grade point average.

Dean's Honour Roll: 7.00 cumulative grade point average.

School and Department Contact Information**School of Administrative Studies****Location:**

282 Atkinson Building, Tel.: 416-736-5210, Fax: 416-736-5963

Web site:

<http://www.yorku.ca/laps/sas>

Director:

Paul Evans

Undergraduate Program Director:

Sandra Scott

Coordinators of Administrative Studies:

Auditing and Management Information Systems: Cristobal Sanchez Rodriguez

Emergency Management: Niru Nirupama

Finance: William Lim

Financial Accounting: Brian Gaber, Sandra Scott

Income Tax Law: Thaddeus Hwong

Introduction to Administrative Studies: Julia Richardson

Law, Governance and Ethics: Mark Schwartz

Management: Randy Hoffman

Management Accounting: Shujun Ding

Management Science: Henry Bartel

Marketing: Manfred Maute

The School of Administrative Studies is home to a full range of business and administrative programs and courses taught by leading experts in a variety of fields. We provide the knowledge and skills that you want and employers demand.

Whether you are planning to pursue a career in business and management, or are already working and want to expand your knowledge of business concepts and practices, the bachelor's and master's programs (BAS, Honours BAS, MDEM, MFACC) will prepare you to meet the challenges and opportunities ahead.

Department of Anthropology

Location:

2054 Vari Hall, Tel.: 416-736-5261

Web Site:

<http://www.yorku.ca/laps/anth>

Chair:

D. Paul Lumsden

The Department of Anthropology concentrates on change in the contemporary world, especially in relation to new and emerging social challenges. Anthropologists are interested in exploring how people are subjected to, participate in and contest the processes of living in a world that is now interconnected by new and powerful economic, cultural and technological forces. Consideration is given to how class, race, gender, health and ethnic identity politics are produced and expressed in shifting local and global contexts of power. These themes are explored in a wide variety of courses that engage such topics as: development and the environment; media and popular culture; health, illness and disability; gender and sexualities; tourism, religion and science; diasporic communities and displaced peoples; violence and conflict; and the colonial process. Other courses focus on processes of change in the prehistoric and historic past. The overall goal is to prepare students to ask critical questions about contemporary, past and future social life, and to provide students with the vital analytic tools required to understand our place in the social and cultural diversity of the world, past and present.

Department of Communication Studies

Location:

3004 Technology Enhanced Learning Building, Tel.: 416-736-5057

Web Site:

<http://www.yorku.ca/laps/comn/>

Chair:

David Skinner

Undergraduate Program Director:

Patricia Mazepa

The Department of Communication Studies provides students with a comprehensive understanding of traditional forms of mass communication—print, radio, film and television, while also examining the interactive telecommunications networks and computer systems that have introduced new media and new modes of communication.

The emphasis is academic rather than technical because we aim to produce graduates who have acquired skills in communications analysis, who understand the increasingly complex fields of communications and who can clearly communicate their knowledge.

The courses offered by this program encompass four thematic areas: Media, Culture and Society; Politics and Policy; Interpersonal and Organizational Communication; and Critical Technology Studies.

Students who are interested in augmenting their Honours degree in Communication Studies are advised to consider enrolling in concurrent or post-graduate diplomas/certificates in media-specific training at an Ontario community college. York offers concurrent Joint Programs in Communication Arts in conjunction with Centennial College and Seneca College. There are also a number of post-graduate certificates at other Ontario universities (for details visit <http://www.yorku.ca/artscmn/>).

Course offerings include: Introduction to Communications; Advertising and Society; Communication in Organizations; Popular Culture and Communications and a fourth-year field experience course which provides students with an internship in the for-profit or not-for-profit communications fields.

Department of Economics

Location:

1144 Vari Hall, Tel.: 416-736-5322, Fax: 416-736-5987

Web Site:

<http://www.yorku.ca/laps/econ>

Chair:

John Beare

Undergraduate Program Director:

Ida Ferrara

The Department of Economics within the Faculty of Liberal Arts and Professional Studies offers an academic program leading to degrees in economics at the BA, Honours BA and Specialized Honours BA levels, business economics at the BA level, and financial and business economics at the Specialized Honours BA level.

Through a unique teaching approach that blends theory and application, students in our program are introduced to the analytical and quantitative tools of economic analysis and learn to apply them to a wide range of individual and social problems which arise out of the conflict between unlimited wants and limited resources to satisfy them. They may focus on management issues in applied business fields or on financial markets and instruments or, more generally, on those aspects of social behaviour and those institutions which are involved in the allocation of scarce resources among alternative uses. In an intellectually stimulating environment, economics students become skilled at identifying economic problems, at developing and applying economic theory to improve upon their understanding of the problems and their ability to solve them, and at evaluating the adequacy of their theoretical understanding through the use of data and empirical testing.

Economics graduates are well prepared to begin or advance in a variety of careers in business, government and the not-for-profit sector and to pursue graduate studies in economics or professional training in business, law, public administration, and other disciplines.

Department of English

Location:

208 Stong College, Tel.: 416-736-5166

Web Site:

<http://www.yorku.ca/laps/en>

Chair:

Arthur Redding

Undergraduate Program Director:

Allan Weiss

The Department of English offers a variety of courses in the literature of the English language. There are courses in historical periods from medieval to contemporary, in the literature of several nations (Canadian and post-colonial as well as English and American), in the various literary genres such as poetry, fiction, drama, non-fictional prose and criticism and in literary theory. In addition, during their final 36 credits, Honours English majors may propose their own thesis (AP/EN 4160 6.00).

The department also offers an Honours BA in Professional Writing and a Specialized Honours BA in English and Professional Writing.

Department of Equity Studies

Location:

302 Atkinson Building, Tel.: 416-736-5235, Fax: 416-650-3876

Web site:

<http://www.yorku.ca/laps/des>

Chair:

Hugh Shewell

Undergraduate Program Director:

Claudio Colaguori

The Department of Equity Studies (DES) offers a learning environment that values cultural diversity and supports social equality. It provides students with an understanding of the social environments that shape their interests, opportunities, and identities. Students gain a solid and critical grounding in research methods and theories in ways that allow them to link their education with various types of degrees and certificates.

The faculty of the department are actively engaged in socially relevant research that contributes both to academic scholarship and to communities beyond the university. The department reflects the teaching and research strengths of a core group of faculty members, as well as the degree programs that have emerged from those strengths.

The department offers undergraduate degree programs in Race, Ethnicity and Indigeneity (REI), Human Rights and Equity Studies (HREQ) and interdisciplinary Social Science (jointly offered with the Department of Social Science), as well as general education courses. Through an Indigenous studies focus, it offers a graduate MA/PhD in Indigenous Thought, undergraduate degree programming in Indigenous Studies (through REI) and a Certificate in Indigenous Studies. Additional offerings are a Cross-Disciplinary Certificate in Anti-Racist Research and Practice (CARRP) and a General Certificate in Refugee and Migration Studies (in conjunction with the Centre for Refugee Studies).

Graduates of the Department of Equity Studies will be well positioned to work in a wide range of areas with organizations, government, industry and communities that have programs, policies and procedures around the equitable treatment and experiences of Indigenous peoples, racialized peoples, immigrants and refugees, as well as in the area of human rights advocacy and redress.

Department of French Studies

Location:

N727 Ross Building, Tel.: 416-736-5086

Web Site:

<http://www.yorku.ca/laps/fr>

Chair:

Diane Beelen Woody

Undergraduate Program Director:

Christian Marjollet

The Department of French Studies offers courses in three curricular areas enabling students to pursue interests in French language, linguistics, and literature. The language-skills courses form a prescribed language sequence designed to help students improve their proficiency in French. The curricular core consists of courses in French language, literature and linguistics. In addition to Honours BA and BA degree programs, the Department of French Studies offers Certificates of Language Proficiency in Basic French, Intermediate French and Advanced French.

Le département d'études françaises (DÉF) offre au niveau du B.A. un programme interdisciplinaire de cours dans trois domaines d'étude: langue, linguistique et littérature.

Dans le programme de langue, les cours visent à développer chez les étudiant-e-s l'expression orale et écrite et la compréhension orale et écrite tout en leur donnant l'occasion d'explorer les aspects multiples de la culture francophone dans le monde.

Le programme de linguistique familiarise les étudiant-e-s avec les différentes branches de la linguistique (syntaxe, sémantique, phonétique, sociolinguistique, etc.) qui sont présentées à travers des approches théoriques diverses telles que la théorie structuraliste, la théorie de l'énonciation et la théorie générativiste.

Le programme de littérature offre des cours axés sur les littératures et les cultures du monde francophone avec une concentration sur les littératures française et canadienne française. Il permet aux étudiant-e-s d'acquérir des compétences d'analyse et d'explication de texte tout en leur présentant diverses approches théoriques et philosophiques.

Department of Geography

Location:

N430 Ross Building, Tel.: 416-736-5107

Web Site:

<http://www.yorku.ca/laps/geog>

Chair:

Lucia Lo

Undergraduate Program Director:

Robin Roth

Geography is a unique discipline in that it rests on all the three pillars of intellectual life: physical sciences, social sciences and humanities. Consequently it offers students opportunities to understand and explore different dimensions of the world in which we live and offers a synthetic approach to understanding landscapes, people, places and environments. Geography asks questions about how environmental, social, political and cultural processes shape how the world functions (and often fails to function!). In particular, Geography is concerned with the spatial variations of human and physical phenomena, the processes that produce these variations and the interrelationships between people and their environments. Geography courses are divided into seven themes, each of which include regional and systematic courses:

- The City;
- Globalization, Environment and Development;
- Production and the Politics of Difference;
- State, Empire and Power;
- Extreme Environments;
- Biophysical Processes and
- Geoinformatics.

Students are exposed to the breadth of geography in the Years 1 and 2 and encouraged to specialize in one or more of these themes in Years 3 and 4.

Department of History

Location:

2140 Vari Hall, Tel.: 416-736-5123

Web Site:

<http://www.yorku.ca/laps/hist>

Chair:

Jonathan Edmondson

Undergraduate Program Director:

TBA

History is an exciting and dynamic discipline that is always asking fascinating new questions about the past and answering important old questions in new ways. The study of history teaches us to think critically about how the past is fundamentally similar to the present, how the past is utterly different from the present, how the past is profoundly influential in shaping the present and how the past is recalled and remembered in the present.

The Department of History offers courses covering thousands of years of history in Africa, Asia, Europe and the Americas. At the 1000 level, students are introduced to the discipline of history through courses that emphasize theory, method and historiography, and that concentrate on fundamental reading, writing, research and analytic skills. At the 2000 level, students are introduced to major chronological and geographic fields of history. More specialized courses are offered at the 3000 level, while 4000-level seminars and colloquia enable small groups of Honours students to focus on specific historical topics.

Courses at the 1000 level have either a lecture/tutorial or seminar format. Courses at the 2000 level normally have two lecture hours and one tutorial hour. Courses at the 3000 level are taught as colloquia, lecture/tutorial or lecture courses. 4000-level courses will be offered as two- or three-hour seminars or colloquia. All courses are open to students studying in other units, unless otherwise indicated. Admission to 4000-level courses is by permission of the instructor or the instructor's representative. The department urges all students whose concentration is in history to contact the appropriate faculty adviser before choosing courses.

All history courses are numbered and grouped according to field. The thousands digit indicates the level at which the course is offered, the hundreds digit indicates the field (general 000, ancient 100, medieval and early modern Europe 200, modern Europe 300, Great Britain 400, Canada 500, United States 600, Africa, Asia, Latin America and Caribbean 700, comparative and interdisciplinary 800), and the remaining two digits indicate the number of the course within the field.

Department of Humanities

Location:

262 Vanier College, Tel.: 416-736-5158

Web Site:

<http://www.yorku.ca/laps/huma>

Chair:

Patrick Taylor

Undergraduate Program Director:

TBA

The Department of Humanities offers a broadly-based program of interdisciplinary study emphasizing the different ways in which human cultures and their multiple forms of expression have developed historically and continue to develop today. Humanities courses devote particular attention to the cultural practices of peoples in various times and places and the ways they have expressed cultural values and ideas of a philosophical, religious, moral, political and aesthetic nature. They foster a critical approach to reading and research that, in helping students learn to identify and question preconceived assumptions and values, allows them to engage and appreciate the interrelationship between diverse value systems and thereby to develop an analysis of the human and of human community. Courses offered in the Department of Humanities stress careful scrutiny of texts and cultural artifacts, critical thinking, reading, writing, seminar discussion and close contact between teacher and student.

The Department of Humanities offers Honours BA, Honours iBA and BA degrees in humanities which allow students to take advantage of a wide range of courses addressing important themes in the liberal arts. The department also offers Honours BA, Honours iBA and BA degrees in Canadian studies, children's studies, classics, classical and Hellenic studies, culture and expression, East Asian studies, European studies, individualized studies, Jewish studies and Religious studies. The department also participates in the Latin American and Caribbean Studies and Science and Technology Studies programs. Many humanities courses reflect these areas of concentration, thereby ensuring that humanities students have a wide range of course options to select from. For details, please consult the Programs of Study section.

Most first- and second-year courses offered through the Department of Humanities count towards the general education requirements of the Faculty of Liberal Arts and Professional Studies (see General Education Requirements). Foundations courses have a nine-credit value and place additional emphasis on developing critical thinking, reading and writing skills at the university level. Modes of reasoning courses are also offered as part of the general education program.

School of Human Resources Management

Location:

282 Atkinson Building, Tel.: 416-736-5210, Fax: 416-736-5963

Web site:

<http://www.yorku.ca/laps/shrm>

Director:

Monica Belcourt

Undergraduate Program Director:

Marie-Helene Budworth

Established in 2009, the School of Human Resources Management is the only HR School in Canada with full time faculty dedicated to the study of HRM. The School offers three undergraduate (BHRM, BHRM Honours and BAS Honours (HRM)) streams and two innovative graduate programs, including and MHRM and PhD.

School of Information Technology

Location:

3068 Technology Enhanced Learning Building, Tel.: 416-736-2100 (ext. 22647 or 40797), Fax: 416-736-5287

Web site:

<http://www.yorku.ca/laps/itec>

Director:

Marshall Walker

Undergraduate Program Director:

Younes Benslimane

The School of Information Technology prepares IT professionals prepared to work with both technical and non-technical users of information. The graduates of the Information Technology programs are uniquely positioned to plan, design, build and administer information systems. They are familiar with the latest technologies and are capable of customizing and integrating them according to the users' needs.

Department of Languages, Literatures and Linguistics

Location:

S561 Ross Building, Tel.: 416-736-5016

Web Site:

<http://www.yorku.ca/laps/dlll>

Chair:

Peter Avery

Undergraduate Program Director (Languages and Literatures):

TBA

Undergraduate Program Director (Linguistics):

Gabriela Alboiu

The Department of Languages, Literatures and Linguistics offers one of the widest selections of languages of any Canadian university: American Sign Language, Arabic, Chinese (Mandarin), German, Greek (both Classical and Modern), Hebrew, Hindi-Urdu, Jamaican Creole, Italian, Japanese, Korean, Latin, Portuguese, Russian, Swahili, Tamil and Yiddish. The study of foreign languages and literatures makes communication possible among people of different linguistic and cultural backgrounds and fosters intercultural understanding. This enables our students to engage the global community thoughtfully and creatively.

The department also offers courses in Linguistics, the discipline concerned with discovering the organizing principles of human language and applying these principles to the description of individual languages. Linguistics attempts to answer questions about the structure of languages, about how languages are alike and how they differ, about how children acquire language, about the relation between language and thought, language perception and production, as well as language and society. As a result, the study of linguistics can provide new perspectives on almost every aspect of the humanities and social sciences.

The department offers courses leading to Honours BA and BA degrees in German, German studies, Italian culture, Italian studies, linguistics, Portuguese studies, Russian, Russian studies and Spanish, as well as graduate MA and PhD degrees in Linguistics and Applied Linguistics. The department also offers Certificates of Language Proficiency in Chinese, German, Italian, Japanese, Modern Greek, Portuguese, Russian and Spanish, as well as an Advanced Certificate in Hebrew and Judaic Studies and a Certificate in Teaching English to Speakers of Other Languages (TESOL). The department's language programs, through their various courses and language proficiency certificates, contribute to a variety of area studies and interdisciplinary programs: African Studies, Classical Studies, East Asian Studies, Environmental Studies, European Studies, Hellenic Studies, International Development Studies, Jewish Studies, Latin American and Caribbean Studies, South Asian Studies, Religious Studies and Women's Studies. For course listings, please see the individual languages in this section of the Undergraduate Calendar. For specific program or certificate requirements, please consult the Faculty of Liberal Arts and Professional Studies Programs of Study section.

Languages and Literatures

Section	Language Coordinator	Location	Ext.	E-mail
Chinese	P. Giordan	221 Founders	66918	giordanp@yorku.ca
ESL	B. McComb	S505 Ross	88733	bmccomb@yorku.ca
German Studies	C. Kraenzle	S542 Ross	88742	kraenzle@yorku.ca
Hebrew	A. Shulman	S573 Ross	88727	sahouva@yorku.ca
Italian	R. Sinyor	S530 Ross	66126	rsinyor@yorku.ca
Japanese/ Korean	N. Ota	S532 Ross	88750	nota@yorku.ca
Russian/ Russian Studies	R. Bahry	313 Stong	33563	rbahry@yorku.ca
Spanish/ Portuguese Studies	M. Figueredo	S575 Ross	88729	mfiguere@yorku.ca

Department of Philosophy

Location:

S428 Ross Building, Tel.: 416-736-5113, Fax: 416-736-5114

Web Site:

<http://www.yorku.ca/laps/phil>

Chair:

Robert Myers

Undergraduate Program Director:

TBA

The Department of Philosophy offers a wide range of undergraduate courses which examine contemporary problems and issues in applied ethics, social and political philosophy, feminism, cognitive science, philosophy of mind and argumentation theory. In addition, courses are offered in the history of philosophy, continental thought, and other traditional areas such as metaphysics and epistemology, logic and the philosophy of language, moral philosophy, and the philosophy of law.

The department is open to many avenues of thought and to diverse ways of doing philosophy. Efforts are made to blend contemporary and historical perspectives, and our faculty draws its inspiration from widely separated philosophical approaches. In keeping with this, there is a great deal of interdisciplinary work, and philosophy is involved in numerous cross-disciplinary programs.

The 23 full-time department members, among whom are some highly praised and very well known scholars, are supplemented by visiting and contract faculty who offer further diversity and breadth.

Department of Political Science

Location:

S672 Ross Building, Tel.: 416-736-5265

Web Site:

<http://www.yorku.ca/laps/pols>

Chair:

George Comninel

Associate Chair:

Rodney Loeppky

Undergraduate Program Director:

Bruce Smardon

The Department of Political Science has a reputation for research excellence and is noted for its commitment to teaching. Its objective is to expand critical awareness of political problems and to help overcome the barriers that separate politics from social life and the University from the community.

In today's challenging times, it often seems as if the institutions developed to improve our lives have escaped from our control. Problems such as poverty, war, inequality, oppression and a deteriorating environment press on us from all sides.

We cannot understand how these problems arose, nor how to deal with them, without discussing their political implications. The study of politics is concerned with how power and authority permeate almost every aspect of our lives - from the state to the courtroom, board room, work place and the family.

Politics is concerned not only with how power and authority are exercised but with how these relationships get transformed. We are interested in the forces that sustain consensus as well as in the forces that bring about change.

The department's approach to the study of politics has implications for education. A democratic education is education for democracy. Above all, it requires a dialogue in which students and teachers critically assess their own assumptions and beliefs about politics and society. Since none of us has all the answers, this dialogue must take place within a community where everyone's ideas are taken seriously and critically. This is what is meant by a community of scholars. This is what we have tried to create in the York University Department of Political Science.

School of Public Policy and Administration

Location:

N802 Ross Building, Tel.: 416-736-5384, Fax: 416-736-5382

Web site:

<http://www.yorku.ca/laps/sppa>

Director:

Joanne Magee

Undergraduate Program Director:

TBA

The School of Public Policy and Administration brings together the interdisciplinary research and teaching experience of its highly regarded faculty in a variety of degree and certificate programs. In addition to York's long-established BA in public policy and administration (PPA), the school offers new innovative undergraduate degree programs in public policy and management (PPM), and public administration and justice studies (PAJS). The graduate degree program of the school is the executive-style master's degree in Public Policy, Administration and Law (MPPAL). The school has two graduate Diplomas in Democratic Administration and Justice System Administration, as well as a Certificate in Public Sector Management.

The school prepares graduates for careers ranging from the private to the not-for-profit and public sectors as well as for post-graduate studies in the social sciences and professional programs.

Department of Social Science

Location:

S748 Ross Building, Tel.: 416-736-5054

Web Site:

<http://www.yorku.ca/laps/sosc>

Chair:

Richard Wellen

Undergraduate Program Director:

TBA

The Department of Social Science is committed to maintaining high standards of a liberal education in all its courses; the responsibility within the Faculty of Liberal Arts and Professional Studies (along with the Department of Humanities) is interdisciplinary teaching and its accomplished in two ways. First, 1000- and 2000-level foundations courses are provided through which liberal arts and professional studies students may fulfill their social science general education requirements.

Second, the Department of Social Science is comprised of 12 interdisciplinary programs (African Studies, Business and Society, Criminology, Health and Society, International Development Studies, Labour Studies, Latin American and Caribbean Studies, Law and Society, Social and Political Thought, Social Science, South Asian Studies and Urban Studies) delivering courses in their fields of specialization. These

programs offer a range of degree options that may include a Specialized Honours major, a major or Honours Major, a double major, an Honours Minor, a well as other formats for specialization in the field.

Apart from some upper-level courses, most of the courses in the department's programs are open to students who are not program majors; please consult the various programs for a listing of their courses or consult the courses listed by year. Please note that students can only be enrolled in designated ESL sections through the Faculty of Liberal Arts and Professional Studies – Centre for Student Success.

School of Social Work

Location:

1017 Kinsmen Building, Tel.: 416-736-5226, Fax: 416-650-3861

Web site:

<http://www.yorku.ca/laps/sowk>

Director:

Wilburn Hayden Jr

Undergraduate Program Director:

TBA

The School of Social Work is committed to providing professional social work education, characterized by the development of practice strategies that promote human rights and social justice. Recognized as one of the most progressive and socially responsive social work programs in Canada, the school's unique curriculum addresses issues that have significant implications for the lives of marginalized and alienated segments of society. Graduates will be well prepared for a career as a critical practitioners and effective agents of change in the lives of individuals and communities.

Department of Sociology

Location:

2060 Vari Hall, Tel.: 416-736-5015

Web site:

<http://www.yorku.ca/laps/soci>

Chair:

TBA

Undergraduate Program Director:

TBA

Sociology is an exciting and dynamic field of study that analyzes and accounts for key moments in our personal lives, our communities and our world. Discover what makes us tick as individuals and as a society by exploring social relations, interactions and various power dynamics. Students gain a comprehensive understanding of how human action and consciousness both shape and are shaped by surrounding cultural and social structures. Students will also hone their networks and connect with professionals in the field through a unique array of community projects. Though members of the Department of Sociology teach a wide range of materials and perspectives on society in general and on Canadian society in particular, they take social criticism through theory development, research and teaching to be an essential element of their vocation.

Sociology majors learn to study people and the roles they play in society, both as individuals and in groups. There is a wide range of topics in sociology, just to name a few: race and racism, crime and social regulation, social policy, work and labour, gender, canadian society, immigration, education, health and health care, social organizations, culture, poverty, social interaction, socialization, criminal justice systems.

Writing Department

The Writing Department offers a variety of courses which may be taken for elective credit to help students develop their research and writing skills, both academic and professional. The department is also the home of the Writing Centre, which provides one-to-one and non-credit group instruction as described below.

Writing Centre

The Writing Department's Writing Centre provides students with one-to-one and group instruction designed to assist students to become effective independent writers both in their academic life and beyond. Instruction, both individual and group, is based on students' course assignments, usually on the draft of an essay, or other writing assignment, in progress. All Faculty of Liberal Arts and Professional Studies students, at any stage of a particular course assignment, are welcome to make appointments and take advantage of the opportunity to work on their writing with one of the centre's experienced faculty. Some students in other Faculties also may use the centre (information available on the Writing Department Web site). Appointments are for fifty minutes and are available in the day Monday through Saturday as well as evenings Monday through Thursday. The centre also regularly offers group workshops on various issues and skills related to writing effectively in university. For more information contact the Writing Department at 416-736-5134.

School of Women's Studies

Location:

206 Founders College, Tel.: 416-650-8144

Web Site:

<http://www.yorku.ca/laps/wmst>

Director:

Bettina Bradbury

Undergraduate Program Director:

Jan Kainer

Adviser and Mature Student Coordinator:

Alison Crosby

All women's studies courses at York University are centralized under the School of Women's Studies, which is located in Founders College. The mature student coordinator advises women's studies students with mature student status and ensures course availability for students dependent on the Faculty of Liberal Arts and Professional Studies commitment to access and flexibility. Women's studies is an interdisciplinary area of study, which provides valuable background for a variety of occupations.

Women's studies is both a complement and a corrective to established fields at York and a new academic discipline of its own. Until recently, both the humanities and the social sciences reflected predominantly male perspectives. Women have been largely invisible in literature, art, history, philosophy, politics, social sciences and law. Through cross-cultural and disciplinary assessment, women's studies exposes misconceptions about women expressed through myth, ideologies, teachings and writings. It replaces negative cultural images of women with visions that reaffirm women's strength, capability and intelligence.

In December 1997, women's studies resources at York University were formally linked under one administrative structure -- the School of Women's Studies. The School of Women's Studies unites academic resources at York University in women's studies, bringing together the undergraduate and graduate programs, the non-credit Bridging program and the Centre for Feminist Research.

Centre for Student Success

Office for New Students

103 Central Square, Tel.: 416-736-5022, E-mail: lapsinfo@yorku.ca

Office for Continuing Students

150 Atkinson Building, Tel.: 416-736-5222, E-mail: laps@yorku.ca

The Faculty of Liberal Arts and Professional Studies is a vibrant academic community that fosters engagement, development and academic success in all phases of the student life cycle. The successful student experience will involve personal, interpersonal, intellectual and social development and empowerment.

Student success depends upon an essential partnership between students and the University. The Centre for Student Success has been created to provide and partner with other responsible areas in the Faculty and University to deliver the successful student experience in LA&PS. Students served by the Centre for Student Success can be prospective, transitioning, continuing, graduating or alumni of LA&PS.

Advising

Advising is one of the crucial activities that support student engagement and success. The Faculty of Liberal Arts and Professional Studies considers academic advising to cover a number of complementary areas related to assisting students:

- select majors and courses;
- change majors or degrees;
- transferring to LA&PS;
- ascertain whether they are meeting the Faculty's academic regulations;
- plan for their academic future both before and after graduation;
- and generally make the most of their talents and interests.

The Centre for Student Success has two offices devoted to advising students.

The Office for New Students will assist prospective students with the transition into their first year at York University and support them throughout the entire first year. It is responsible for providing students with the advice and information required for a successful first year experience. The Office for New Students is located in 103 Central Square.

The Office for Continuing Students is located in Suite 150 of the Atkinson Building. Advising continuing students is a shared responsibility of the Office for Continuing Students, individual departments, divisions and programs of the Faculty as well as the Faculty-affiliated colleges. Students should contact these offices throughout the year for advice and information related to their academic career including academic performance, degree program requirements and career planning.

The two offices will combine to ensure that advising is available for new and continuing students from 9am to 7pm Monday to Thursday and 9am to 4:30pm on Fridays. Hours may change on Fridays during the summer session.

Student Responsibilities

Advising in LA&PS is approached as a partnership between the student, the Faculty, departments, schools, divisions, the Office for New Students, the Office for Continuing Students and the colleges. Within this context, and within the framework of Faculty and program regulations, students should take special care to:

- ensure the courses they choose meet all requirements for graduation;
- ensure the courses they choose meet prerequisites and are not course credit exclusions 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;
- ensure they are familiar with the University Code of Conduct (<http://www.yorku.ca/scdr/StudentConduct.html>);
- ensure they understand University Academic Integrity provisions (<http://www.yorku.ca/secretariat/policies/document.php?document=69>).

It is also recommended that students become familiar with the broad range of information and services available through the LA&PS Web site. This site has a great deal of information on the matters listed above, but also provides useful links to services such as Web enrolment, Student Client Services in the Division of Students and Student Community & Leadership Development and Faculty colleges.

Student partnership in a successful academic experience is important to the Offices for New and Continuing Students and their staff looks forward to assisting students in reaching their goals.

Student Engagement

Student engagement also occurs in academic, cocurricular and extracurricular programs, initiatives and activities inside and outside of the classroom, as well as in the community. The Centre for Student Success recognizes that students who are actively engaged benefit more from their university experience. While every LA&PS faculty and staff member has a responsibility to "act" in ways that support student engagement and create a sense of community, staff in the Centre for Student Success are dedicated to providing and partnering with other areas of the Faculty and University to offer student engagement opportunities. Whether it is putting students in touch with an academic club, or inviting them to a workshop on student awards and bursaries, the staff in the Office for Student Success looks forward to assisting students in discovering the many opportunities for student involvement in the Faculty of Liberal Arts and Professional Studies.

Below is a sample listing of student activities that students can find out about in the Centre for Student Success:

- Peer mentorship programs in partnership with the Faculty colleges, which match upper year and new students to help during their first year experience.
- Volunteering and skills building opportunities for students.
- New student orientations in partnership with the Faculty colleges.
- Awards information sessions and scholarship/awards celebrations.
- Participation in LA&PS student clubs and Faculty governance.
- Student-Alumni Mentorship programs which link upper-year LA&PS students to alumni, based on common career interests.
- A host of other initiatives that encourage student leadership, development, alumni involvement and the active participation of all LA&PS community members.

The eServices Office

Contact information:

Suite 2120 Technology Enhanced Learning Building, Tel.: 416-736-5831, Fax: 416-736-5637, Toll Free Number (in North America): 1-866-261-1790, E-mail: esohelp@yorku.ca, Web site: <http://www.yorku.ca/laps/eso/students>

The eServices Office (eSO) at the Faculty of Liberal Arts and Professional Studies provides students with computing and course Web site access support for all LA&PS courses. The eServices Office also provides special administrative services for distance education courses (Internet and correspondence), that includes assistance for assignment submission and off-site examination scheduling.

Technology Enhanced Learning

LA&PS provides technology enhanced opportunities for teaching and learning with a generic course Web site template. Many LA&PS instructors choose to use this template to create a Web presence for their course that could provide academic information and communications for their students. Instructors inform their students of their Web usage plans at the beginning of term.

Distance Education Courses

Study at your own pace with LA&PS distance education courses via an Internet or correspondence format. You can learn from the convenience of your home, office or from the other side of the world. LA&PS distance courses use the same textbooks and materials as in-class instruction and cover the same course content. Distance courses count towards your degree in exactly the same way as other in-class courses. Create a more flexible schedule by mixing in-class courses with Internet and correspondence courses or even complete an entire program by distance.

Students taking distance courses obtain instructional information, assignments, course requirements and relevant materials online. Students are required to complete assignments, (due on specific dates) and to write the exams at the University or an alternative location as scheduled.

Detailed distance education course information is available from the Next Steps Web site. This site includes information for registered students, i.e. computer requirements/accounts, access instructions and specialized administrative information. Course listings and timetables are now navigated starting from the York Courses Web site page available at: <https://w2prod.sis.yorku.ca/Apps/WebObjects/cdm/>. Once you find your course offering there will be a Course Web site link that includes the outline. The course outline contains academic and text requirements.

Programs Offered via Distance

The Faculty of Liberal Arts and Professional Studies offers a bachelor of administrative studies (BAS) degree, a business economics (BA) degree and a management certificate entirely by combining the flexibility of Internet and correspondence courses. Detailed degree requirements, prerequisites and descriptions are available online in the Undergraduate Calendar available at <http://calendars.registrar.yorku.ca>.

Mixed-Mode Courses: In-class and Internet

LA&PS offers mixed-mode courses which blend in-class and Internet modes of delivery. These courses combine and alternate on-campus classes with Internet online lectures. Mixed-mode courses combine the best of both teaching methods.
