CBU Academic Calendar 2022-2024

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About CBU

Cape Breton University is an ordinary (full) member of the Association of Universities and Colleges of Canada (AUCC), the Association of Canadian Community Colleges (ACCC) and Association of Atlantic Universities (AAU), as well as an Associate Member of the Association of Commonwealth Universities (ACU).

The CBU calendar is published by the Office of the Registrar and Admissions.

Academic Calendar

Full Disclaimer

The Cape Breton University Undergraduate Calendar is published several months in advance of the beginning of the academic year. The Calendar assists readers to understand the academic and administrative structure, policies and procedures of the University, and describes the academic programs offered. Cape Breton University produces its academic calendar in an online version. The information in the calendar is under continuous review. CBU reserves the right to make such amendments and additions as deemed appropriate.

Every effort has been made to ensure this Calendar is accurate. Errors and post-publication changes after initial publication of the Calendar are posted as soon as possible. The content of this calendar is subject to change without notice, other than through the regular processes of Cape Breton University, and every student accepted for registration in the University shall be deemed to have agreed to any such deletion, revision or addition whether made before or after said acceptance. Additionally, students are advised that this calendar is not an all-inclusive set of rules and regulations but represents only a portion of the rules and regulations that will govern the student's relationship with the University. Other rules and regulations are contained in additional publications that are available to the student from the Registrar's Office, and/or the relevant faculty, department or school.

Upon registration, each student becomes bound by the policies and regulations of Cape Breton University. Students are responsible for being familiar with the general information, rules and regulations of Cape Breton University, as well as the specific requirements of each program, degree, diploma or certificate that the student aims to achieve. Not every course listed in the Calendar will necessarily be offered in any academic year Cape Breton University reserves the right to limit the number of students who enrol in any

program or course. While reasonable efforts will be made to offer courses as required within programs, admission to a program does not guarantee admission to any given course. If there is an inconsistency between the Calendar and regulations and policies established by a resolution of Senate, the version of such material as it is established by Senate will take precedence and be binding on students.

Cape Breton University disclaims all responsibility and liability for loss or damage suffered or incurred by any student or other party as a result of delays in or termination of its services, courses or classes for any reason whatsoever including, but not limited to by reason of force majeure, which may include, without limitation, fire, flood, riots, war, strikes, lock-outs, pandemic or threats to human health and safety, damage to University property, financial exigency or other events beyond the reasonable control of the University. Cape Breton University also disclaims any and all liability for damages arising as a result of interruptions or

disruptions to operations or connected with its operations or its campuses, arising out of computer failure or non-compliance of its computing systems, howsoever caused.

For a list of important dates click here. The CBU calendar is published by the Registrar's Office.

Note: The CBU calendar moved from print to digital format as on November 24, 2016.

Academic integrity breaches

Cape Breton University recognizes three main types of academic integrity breaches: **assignment misconduct, exam misconduct, and other unethical behaviours.** Each type of academic integrity breach is defined and explained below. The university retains the right to evaluate other forms of academic integrity breaches not specifically mentioned in this policy and assess appropriate consequences.

CBU's Academic Integrity Policy

Academic Integrity Policy

1. **Policy purpose**

The objective of this policy is to promote academic integrity and the values associated with it at Cape Breton University. This document establishes a process to address student conduct that breaches the values of academic integrity. The policy outlines the roles of faculty, staff, students, and others in upholding the values of academic integrity and participating in the process to address student misconduct.

2. **Policy scope**

The policy addresses all forms of academic activity undertaken by students as part of their courses and programs.

3. **Related policies and procedures**

Charter of Academic Citizenship (expanded version)
"Appeals of Academic Decisions"
"Exam Policy"
"Code of Conduct for Non-Academic Infractions"
"Confidentiality and Privacy of Student Records"

3.1 **Privacy of Student Records**

All student information that is collected, assessed, shared, and/or reported as part of Cape Breton University's academic integrity policy is subject to the requirements of its "Confidentiality and Privacy of Student Records" policy.

4. **Promoting a culture of academic integrity**

It is the responsibility of all members of the Cape Breton University community to understand and uphold the highest standards of academic integrity. We demonstrate academic integrity by conducting our work with careful attention to the ethics of our courses, programs, disciplines, and higher education as a whole. The university's "Charter of Academic Citizenship" explains these ethical commitments and the associated values. The policy also identifies the roles and responsibilities of all members of the Cape Breton University community in the area of academic integrity and the processes, penalties, and rights in place for students who breach academic integrity.

5. Responsibilities

5.1 University

The University is responsible for:
- promoting academic integrity as a foundational value through policy, administration, and resources;
- ensuring that the "Academic Integrity" policy is communicated clearly and is easily accessible;
- supporting the creation of educational resources to assist faculty, staff, and students;
- collecting data on student academic integrity violations for reporting, disciplinary, educational, and policy purposes;
- providing a process through which students may appeal decisions related to academic integrity.

5.2 Students

Students are responsible for:
- reading, understanding, and acting in accordance with the "Academic Integrity" policy;
- reviewing course materials and seeking direction from appropriate faculty and staff to ensure an understanding of the expectations for academic integrity;
- engaging in learning opportunities dedicated to academic integrity within and/or outside of classes;
- submitting work created in line with the highest standards of academic integrity;
- appealing decisions related to academic integrity matters through the proper channels.

5.3 Faculty members

Faculty members are responsible for:
- educating themselves on the "Academic Integrity" policy and following the policy consistently and equitably;
- educating students on accepted practices for using knowledge and sources, and the reasons for those practices;
- clearly communicating expectations for the ethical completion of all course assignments, tests, and examinations to students;
- making ethical use of any tools for the discovery of academic misconduct;
- determining the appropriate response to breaches of academic integrity in consultation, where appropriate, with colleagues, department chairs, and/or Deans.

5.4 Department Chairs

Department Chairs are responsible for:
- educating themselves on the "Academic Integrity" policy and following the policy consistently and equitably;
- providing collegial guidance for faculty in their department on matters related to academic integrity and the seriousness of academic integrity breaches;
- assisting students with navigating the "Academic Integrity" policy, when appropriate.

5.5 Deans

Deans are responsible for:
- educating themselves on the "Academic Integrity" policy and following the policy consistently and equitably;
- consulting with faculty members and department chairs on academic integrity breaches;
- determining the level and penalty for breaches consistent with section 6;
- communicating with the Registrar's Office and students about academic integrity breaches.

5.6 Appeals Committee of Senate

The Appeals Committee of Senate is responsible for:
- receiving student letters of appeal, gathering any required evidence, and reaching final decisions about the validity of findings of and/or penalties assigned for academic integrity breaches.

Academic Performance Review

Office of the Registrar: Updated: September 7, 2022

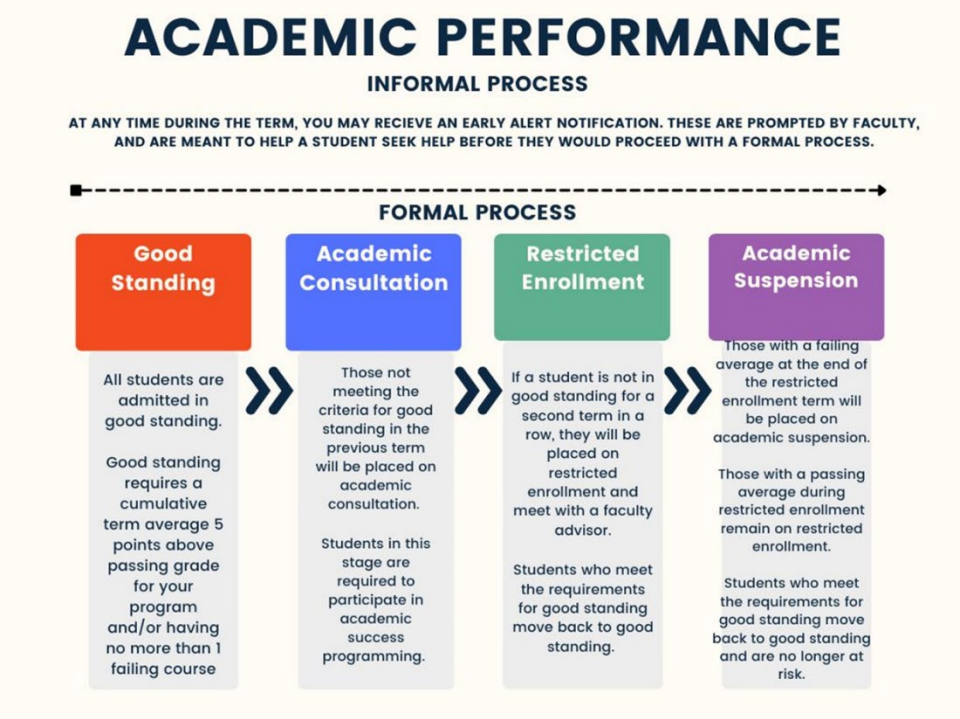
Academic Year, 2022-2023

At Cape Breton University it is part of our responsibility to enable student success by supporting their educational goals. We have in place both an informal and formal system to help students navigate their academic standing.

All students entering CBU are admitted in good academic standing. Students in good academic standing have met the minimum standard required for continued, unrestricted study at CBU. Students are advised that meeting this minimum standard may NOT be sufficient to satisfy the graduation requirements of their program of study. Graduation requirements vary by program. Students should refer to the relevant description in the academic calendar to determine the graduation requirements that apply to their program of study.

Note: Professional programs may have additional performance guidelines and policies to adhere to outside of the institutional policy.

Overview of Academic Standing at Cape Breton University



Academic Program Regulations for Bachelor of Arts

Bachelor of Arts Core (30 credits)

Group 1: Literacy & Writing Effectiveness	Any 6 credits of English (with the exception of ENGL2601, 2604, 2605, 2633, 2625, 3621,3623) or FRNC2205
Group 2: Humanities	6 credits from among Humanities, Philosophy, History, Gender & Women's Studies, or Religious Studies
Group 3: Social Sciences	6 credits from among Anthro/Soc, Political Science, Economics or Mi'kmaq courses
Group 4: Arts, Communication and Culture	6 credits from among Music, Folklore, Communication, Art, Drama, French, Spanish, Gaelic, ENGL2604, ENGL2605
Group 5: Science, Logic and Numeracy	6 credits from among AN/S2200, **AN/S2209, **AN/S2211, PHIL2104, PHIL2221*, PHIL2223*, or Quantitative Research Methods (AN/S2212, POLS-2161,POLS2162, POLS-2168 AN/S-2218, POLS-3168, AN/S3218, or PSYC2101/PSYC3101, ENVS2103, Biology, Chemistry, Physics, Geology, MSIT, Accounting, Management Science, or Mathematics * Not available for credit if you have PHIL2222 ** NA for credit if you have AN/S2200

Additional requirements for Bachelor of Arts programs.

Of the 90 credits required for a 3-year Bachelor of Arts degree, no more than 42 credits shall be at the 1000 level, and of the 120 credits required for a 4-year Bachelor of Arts degree, no more than 45 credits may be at the 1000 level, except with the Dean's permission. T**his is a change to the 36 credit policy previously in effect for the 3 – year program. As of September 1, 2020, all new BA students will be subject to this new policy.**

Electives: A maximum of 12 credits from the same subject area as Major, Honours, Concentration or Academic Field may be used in the elective field. (May 2023)

Academic Program Regulations for Bachelor of Arts

Bachelor of Arts Core (30 credits)

Group 1: Literacy & Writing Effectiveness	Any 6 credits of English (with the exception of ENGL2601, 2604, 2605, 2633, 2625, 3621,3623) or FRNC2205
Group 2: Humanities	6 credits from among Humanities, Philosophy, History, Gender & Women's Studies, or Religious Studies
Group 3: Social Sciences	6 credits from among Anthro/Soc, Political Science, Economics or Mi'kmaq courses
Group 4: Arts, Communication and Culture	6 credits from among Music, Folklore, Communication, Art, Drama, French, Spanish, Gaelic, ENGL2604, ENGL2605
Group 5: Science, Logic and Numeracy	6 credits from among AN/S2200, **AN/S2209, **AN/S2211, PHIL2104, PHIL2221*, PHIL2223*, or Quantitative Research Methods (AN/S2212, POLS-2161,POLS2162, POLS-2168 AN/S-2218, POLS-3168, AN/S3218, or PSYC2101/PSYC3101, ENVS2103, Biology, Chemistry, Physics, Geology, MSIT, Accounting, Management Science, or Mathematics * Not available for credit if you have PHIL2222 ** NA for credit if you have AN/S2200

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Group 3: Social Sciences	6 credits from among Anthro/Soc, Political Science, Economics or Mi'kmaq courses
Group 4: Arts, Communication and Culture	6 credits from among Music, Folklore, Communication, Art, Drama, French, Spanish, Gaelic, ENGL2604, ENGL2605
Group 5: Science, Logic and Numeracy	6 credits from among AN/S2200, **AN/S2209, **AN/S2211, PHIL2104, PHIL2221*, PHIL2223*, or Quantitative Research Methods (AN/S2212, POLS-2161,POLS2162, POLS-2168 AN/S-2218, POLS-3168, AN/S3218, or PSYC2101/PSYC3101, ENVS2103, Biology, Chemistry, Physics, Geology, MSIT, Accounting, Management Science, or Mathematics * Not available for credit if you have PHIL2222 ** NA for credit if you have AN/S2200

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Electives: A maximum of 12 credits from the same subject area as Major, Honours, Concentration or Academic Field may be used in the elective field. (May 2023)

Program Options - Bachelor of Arts and Science in Environment

Bachelor of Arts and Science in Environment (BAS in Environment) (Honours)

Four-year, 120 credit degree with HONOURS

- Core courses: 8 ENVS core courses (24 credits)
- Honours or Capstone: 6 credit Honours thesis project OR 6 credit Capstone project course.
- Foundational courses: 10 courses (30 credits)

• Science Concentration: 10 courses (30 credits) in science concentration with 4 courses (12 credits) at 3000/4000 level)
• Arts Concentration: 10 courses (30 credits) in arts concentration with 4 courses (12 credits) at 3000/4000 level)
• Maximum 1000-level: 15 courses (45 credits) in total; 7 (21 credits) as mandatory courses (ENVS and foundational), 2 – 4 courses (6 – 12 credits) in science concentration, 2 – 4 courses (6 – 12 credits) in arts concentration.
• Minimum 3000/4000 level: 15 courses (45 credits), 4 courses (12 credits) in the science concentration, and 4 courses (12 credits) in the arts concentration, and 5 ENVS core courses (15 credits) and an Honours thesis or Capstone project (6 credits).

Environmental courses (ENVS) (24 + 6 credits)

• ENVS1101 The Art and Science of Environmental Studies
• ENVS2101 Canadian Environmental Perspectives
• ENVS2103 Intersectional Environmental Science
• ENVS3101 Environmental writing: past and present
• ENVS3103 Environment and Business
• ENVS3104 Field Course in Environmental and Community Issues (OR BIOL Field)
• ENVS4101 Sustainability, Resources, and Environment
• ENVS4103 Global Environmental Perspectives
• ENVS4802 Environmental Solutions: Capstone Project OR ENVS 4900 Honours Project

Foundational courses (30 credits)

• 6 credits of ENGL (with the exception of ENGL2601, 2604, 2605, 2623, 2625, 3621, 3623)
• 9 credits GEOL 1105, GEOL1205, and GEOL2103 or GEOL3101 (GEOL2101 can be used for GEOL1105)
• 6 credits MATH1109 (or MATH1105) and MATH1211 (or MATH1206)
• 3 credits ENVI3131 or ENVI3138
• 3 credits from PHIL2107 or PHIL2221 or PHIL2223 or PHIL2104
• 3 credits in MIKM

*In **CHEMISTRY CONCENTRATION** MATH1105 and MATH1206 are recommended and will replace MATH1109 and MATH1211
*In the Mathematics concentration MATH1105 and MATH1206 are required and will replace MATH1109 and MATH1211
*In the Psychology concentration students can receive credit for MATH1109, MATH1211, PSYC2101 and PSYC2111 OR PSYC2101 and PSYC2111 can replace MATH1109 and MATH1211 if students take 6 additional MATH credits.
*In Biology concentration students can receive credit for MATH1211 and BIOL3101 OR replace MATH1211 with BIOL3101 and take 3 additional MATH credits

SCIENCE CONCENTRATION: pick one from BIOL, CHEM, MATH, PSYC
• Pick 10 courses (30 credits) in a science concentration with at least 4 courses (12 credits) at 3000/4000

level)
• Students have to make sure that prerequisites for upper courses are taken into account when choosing 1000 and 2000 level options.
• Within each subject area there may be specific required courses to continue in that area.
• The courses listed below are all recommended options, others can be used as well.

BIOLOGY CONCENTRATION

• 15 credits - BIOL1101, BIOL1601, BIOL2503, BIOL2504, BIOL3523
• 15 credits - choose any BIOL courses at 2000 level and up, with at least 3 courses at 3000 and 4000 level.

• MICR2101 can be used as BIOL credit

•

Recommended: BIOL2301, BIOL2411, BIOL3101, BIOL3331, BIOL3431, BIOL3451, BIOL3501, BIOL4501, BIOL4505, BIOL4241, BIOL4431, BIOL4453 (any others acceptable too)

CHEMISTRY CONCENTRATION

• 21 credits
- CHEM1104, CHEM1105, CHEM2301, CHEM2303, CHEM2403, CHEM2501, CHEM3401 or CHEM3403

• 9 credits - choose any three CHEM courses at 3000 and 4000 level.
• Recommended: CHEM2401, CHEM
2404, CHEM3301, CHEM3501, CHEM4301, CHEM4403, CHEM4501, CHEM4401

MATHEMATICS CONCENTRATION

• Note: MATH1105 replaces MATH 1109 and MATH1206 replaces MATH1211 in the Foundational Courses
• 18 credits - MATH1204, MATH2101, MATH2103, MATH2106, MATH2109, MATH2208
• 12 credits - choose any four MATH courses at 3000 and 4000 level

PSYCHOLOGY CONCENTRATION

• 15 credits - PSYC1101, PSYC1103, PSYC2701, PSYC2401, PSYC3304
• 15 credits - choose any PSYC courses at 2000 level and up, with at least 3 courses at 3000 and 4000 level.
• Recommended: PSYC2101, PSYC2111, PSYC2253, PSYC3304, PSYC3101, PSYC3401 (any others acceptable too)

Arts/Humanities/Social Science Concentration

• Pick 10 courses (30 credits) in an arts concentration with at least 4 courses (12 credits) at 3000/4000 level)
• Students have to make sure that prerequisites for upper courses are taken into account when choosing 1000 level options.

SCIENCE AND CITIZENSHIP (Anthropology and Sociology, Mi'kmaq Studies, Philosophy, Political Science)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, c with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from PHIL, MIKM, POLS, AN/S

NATURE, CULTURE, COMMUNICATION (Mi'kmaq Studies - linguistics, Communication, English, French, Sport and Physical Activity Leadership, Anthropology and Sociology)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, c with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from MIKM, COMM, ENGL, FRNC, SPAL, AN/S

ENVIRONMENTAL HUMANITIES (English, History, Mi'kmaq Studies, Humanities)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from MIKM, ENGL, HIST, HUMA

Honours

• 6 credits ENVS4900
• An average of 75% in the concentration of the thesis topic (either science or arts) for all 2nd year level and higher courses
• An overall average of 70% average in their program for 2nd year and above
• Honours degrees are only awarded to graduating students with an overall average of 70% or above

Environmental Assessment Certificate option

• 9 credits ENVI3131, ENVI3133, ENVI3138
• This option has 6 credits "extra to degree"
Bachelor of Arts and Science in Environment (BAS in Environment) (MAJOR)

Four-year 120 credit degree MAJOR

• Maximum 1000-level: 15 courses (45 credits) in total; 7 (21 credits) as mandatory courses (ENVS and foundational), 2 – 4 courses (6 – 12 credits) in science concentration, 2 – 4 courses (6 – 12 credits) in arts concentration.
• Minimum 3000/4000 level: 15 courses (45 credits), 4 courses (12 credits) in the science concentration, and 4 courses (12 credits) in the arts concentration, and 5 ENVS core courses (15 credits) and an Honours thesis or Capstone project (6 credits).
• Core courses: 8 ENVS core courses (24 credits)

• Honours or Capstone: 6 credit Honours thesis project OR 6 credit Capstone project course.
• Foundational courses: 10 courses (30 credits)
• Arts Concentration: 10 courses (30 credits) in arts concentration with 4 courses (12 credits) at 3000/4000 level)
• Science Concentration: 10 courses (30 credits) in science concentration with 4 courses (12 credits) at 3000/4000 level). Two courses (6 credits) may be in a science outside of concentration but 3000/4000 level requirements will still apply. (The concentration will not be a science teachable for secondary school anymore, 30 credits are required for that.)

Environmental courses (ENVS) (24 + 6 credits)
• ENVS1101 The Art and Science of Environmental Studies
• ENVS2101 Canadian Environmental Perspectives
• ENVS2103 Intersectional Environmental Science
• ENVS3101 Environmental writing: past and present
• ENVS3103 Environment and Business
• ENVS3104 Field Course in Environmental and Community Issues (OR BIOL Field)
• ENVS4101 Sustainability, Resources, and Environment
• ENVS4103 Global Environmental Perspectives
• ENVS4802 Environmental Solutions: Capstone Project OR ENVS 4900 Honours Project

Foundational courses (30 credits)
• 3 credits from ENGL1104 or ENGL1107 or ENGL1109
• 3 credits from ENGL1106 or ENGL1108
• 9 credits GEOL1105, GEOL1205, and GEOL2103 or GEOL3101 (GEOL2101 can be used for GEOL1105)
• 6 credits MATH1109 (or MATH1105) and MATH1211 (or MATH1206)
• 3 credits ENVI3131 or ENVI3138
• 3 credits from PHIL2107 or PHIL2221 or PHIL2223 or PHIL2104
• 3 credits in MIKM

*In Chemistry concentration MATH1105 and MATH1206 are recommended and will replace MATH1109 and MATH1211
*In the Mathematics concentration MATH1105 and MATH1206 are required and will replace MATH1109 and MATH1211
*In the Psychology concentration students can receive credit for MATH1109, MATH1211, PSYC2101 and PSYC2111 OR PSYC2101 and PSYC2111 can replace MATH1109 and MATH1211 if students take 6 additional MATH credits.
*In Biology concentration students can receive credit for MATH1211 and BIOL3101 OR replace MATH1211 with BIOL3101 and take 3 additional MATH credits

Science Concentration: pick one from BIOL, CHEM, MATH, PSYC
• Pick 10 courses (30 credits) in a science concentration with at least 4 courses (12 credits) at 3000/4000 level)

• Students have to make sure that prerequisites for upper courses are taken into account when choosing 1000 and 2000 level options.
• Within each subject area there may be specific required courses to continue in that area.
• The courses listed below are all recommended options, others can be used as well.

BIOLOGY CONCENTRATION

• 15 credits - BIOL1101, BIOL1601, BIOL2503, BIOL2504, BIOL3523
• 15 credits - choose any BIOL courses at 2000 level and up, with at least 3 courses at 3000 and 4000 level.

• MICR2101 can be used as BIOL credit.
•
Recommended: BIOL2301, BIOL2411, BIOL3101, BIOL3331, BIOL3431, BIOL3451, BIOL3501, BIOL4501, BIOL4505, BIOL4241, BIOL4431, BIOL4453 (any others acceptable too)

CHEMISTRY CONCENTRATION

• 21 credits - CHEM1104, CHEM 1105, CHEM 2301, CHEM 2303, CHEM 2403, CHEM 2501, CHEM 3401 or CHEM 3403
• 9 credits - choose any three CHEM courses at 3000 and 4000 level.
• Recommended: CHEM 2401, CHEM 2404, CHEM 3301, CHEM 3501, CHEM 4301, CHEM 4403, CHEM 4501, CHEM 4401

MATHEMATICS CONCENTRATION

• Note: MATH1105 replaces MATH1109 and MATH1206 replaces MATH1211 in the Foundational Courses
• 18 credits - MATH1204, MATH2101, MATH2103, MATH2106, MATH2109, MATH2208
• 12 credits - choose any four MATH courses at 3000 and 4000 level

PSYCHOLOGY CONCENTRATION

• 15 credits - PSYC1101, PSYC1103, PSYC2XXX Environmental Psychology (NEW), PSYC2401, PSYC3304
• 15 credits - choose any PSYC courses at 2000 level and up, with at least 3 courses at 3000 and 4000 level.
• Recommended: PSYC2101, PSYC2111, PSYC2253, PSYC3304, PSYC3101, PSYC3401 (any others acceptable too)

Arts/Humanities/Social Science Concentration

• Pick 10 courses (30 credits) in an arts concentration with at least 4 courses (12 credits) at 3000/4000 level)
• Students have to make sure that prerequisites for upper courses are taken into account when

choosing 1000 level options.

SCIENCE AND CITIZENSHIP (Anthropology and Sociology, Mi'kmaq Studies, Philosophy, Political Science)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, c with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from PHIL, MIKM, POLS, AN/S

NATURE, CULTURE, COMMUNICATION (Mi'kmaq Studies - linguistics, Communication, English, French, Sport and Physical Activity Leadership, Anthropology and Sociology)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, c with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from MIKM, COMM, ENGL, FRCH, SPAL, AN/S

ENVIRONMENTAL HUMANITIES (English, History, Mi'kmaq Studies, Humanities)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from MIKM, ENGL, HIST, HUMA

Capstone project
• 6 credits
• Required if students do not enroll in Honours project

Environmental Assessment Certificate option
• 9 credits ENVI3131, ENVI3133, ENVI3138
• This option has 6 credits "extra to degree"

Bachelor of Arts and Science in Environment (BAS in Environment) (Honours)

Four-year, 120 credit degree with HONOURS

• Core courses: 8 ENVS core courses (24 credits)
• Honours or Capstone: 6 credit Honours thesis project OR 6 credit Capstone project course.
• Foundational courses: 10 courses (30 credits)
• Science Concentration: 10 courses (30 credits) in science concentration with 4 courses (12 credits) at 3000/4000 level)
• Arts Concentration: 10 courses (30 credits) in arts concentration with 4 courses (12 credits) at 3000/4000 level)

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• Minimum 3000/4000 level: 15 courses (45 credits), 4 courses (12 credits) in the science concentration, and 4 courses (12 credits) in the arts concentration, and 5 ENVS core courses (15 credits) and an Honours thesis or Capstone project (6 credits).

Environmental courses (ENVS) (24 + 6 credits)

• ENVS1101 The Art and Science of Environmental Studies
• ENVS2101 Canadian Environmental Perspectives
• ENVS2103 Intersectional Environmental Science
• ENVS3101 Environmental writing: past and present
• ENVS3103 Environment and Business
• ENVS3104 Field Course in Environmental and Community Issues (OR BIOL Field)
• ENVS4101 Sustainability, Resources, and Environment
• ENVS4103 Global Environmental Perspectives
• ENVS4802 Environmental Solutions: Capstone Project OR ENVS 4900 Honours Project

Foundational courses (30 credits)

• 6 credits of ENGL (with the exception of ENGL2601, 2604, 2605, 2623, 2625, 3621, 3623)
• 9 credits GEOL 1105, GEOL1205, and GEOL2103 or GEOL3101 (GEOL2101 can be used for GEOL1105)
• 6 credits MATH1109 (or MATH1105) and MATH1211 (or MATH1206)
• 3 credits ENVI3131 or ENVI3138
• 3 credits from PHIL2107 or PHIL2221 or PHIL2223 or PHIL2104
• 3 credits in MIKM

*In **CHEMISTRY CONCENTRATION** MATH1105 and MATH1206 are recommended and will replace MATH1109 and MATH1211
*In the Mathematics concentration MATH1105 and MATH1206 are required and will replace MATH1109 and MATH1211
*In the Psychology concentration students can receive credit for MATH1109, MATH1211, PSYC2101 and PSYC2111 OR PSYC2101 and PSYC2111 can replace MATH1109 and MATH1211 if students take 6 additional MATH credits.
*In Biology concentration students can receive credit for MATH1211 and BIOL3101 OR replace MATH1211 with BIOL3101 and take 3 additional MATH credits

SCIENCE CONCENTRATION: pick one from BIOL, CHEM, MATH, PSYC
• Pick 10 courses (30 credits) in a science concentration with at least 4 courses (12 credits) at 3000/4000 level)
• Students have to make sure that prerequisites for upper courses are taken into account when choosing 1000 and 2000 level options.

• Within each subject area there may be specific required courses to continue in that area.
• The courses listed below are all recommended options, others can be used as well.

BIOLOGY CONCENTRATION

• 15 credits - BIOL1101, BIOL1601, BIOL2503, BIOL2504, BIOL3523
• 15 credits - choose any BIOL courses at 2000 level and up, with at least 3 courses at 3000 and 4000 level.

• MICR2101 can be used as BIOL credit

•
Recommended: BIOL2301, BIOL2411, BIOL3101, BIOL3331, BIOL3431, BIOL3451, BIOL3501, BIOL4501, BIOL4505, BIOL4241, BIOL4431, BIOL4453 (any others acceptable too)

CHEMISTRY CONCENTRATION

• 21 credits
- CHEM1104, CHEM1105, CHEM2301, CHEM2303, CHEM2403, CHEM2501, CHEM3401 or CHEM3403

• 9 credits - choose any three CHEM courses at 3000 and 4000 level.
• Recommended: CHEM2401, CHEM 2404, CHEM3301, CHEM3501, CHEM4301, CHEM4403, CHEM4501, CHEM4401

MATHEMATICS CONCENTRATION

• Note: MATH1105 replaces MATH 1109 and MATH1206 replaces MATH1211 in the Foundational Courses
• 18 credits - MATH1204, MATH2101, MATH2103, MATH2106, MATH2109, MATH2208
• 12 credits - choose any four MATH courses at 3000 and 4000 level

PSYCHOLOGY CONCENTRATION

• 15 credits - PSYC1101, PSYC1103, PSYC2701, PSYC2401, PSYC3304
• 15 credits - choose any PSYC courses at 2000 level and up, with at least 3 courses at 3000 and 4000 level.
• Recommended: PSYC2101, PSYC2111, PSYC2253, PSYC3304, PSYC3101, PSYC3401 (any others acceptable too)

Arts/Humanities/Social Science Concentration

• Pick 10 courses (30 credits) in an arts concentration with at least 4 courses (12 credits) at 3000/4000 level)

• Students have to make sure that prerequisites for upper courses are taken into account when choosing 1000 level options.

SCIENCE AND CITIZENSHIP (Anthropology and Sociology, Mi'kmaq Studies, Philosophy, Political Science)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, c with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from PHIL, MIKM, POLS, AN/S

NATURE, CULTURE, COMMUNICATION (Mi'kmaq Studies - linguistics, Communication, English, French, Sport and Physical Activity Leadership, Anthropology and Sociology)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, c with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from MIKM, COMM, ENGL, FRNC, SPAL, AN/S

ENVIRONMENTAL HUMANITIES (English, History, Mi'kmaq Studies, Humanities)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from MIKM, ENGL, HIST, HUMA

Honours

• 6 credits ENVS4900
• An average of 75% in the concentration of the thesis topic (either science or arts) for all 2nd year level and higher courses
• An overall average of 70% average in their program for 2nd year and above
• Honours degrees are only awarded to graduating students with an overall average of 70% or above

Environmental Assessment Certificate option

• 9 credits ENVI3131, ENVI3133, ENVI3138
• This option has 6 credits "extra to degree"

Bachelor of Arts and Science in Environment (BAS in Environment) (MAJOR)

Four-year 120 credit degree MAJOR

• Maximum 1000-level: 15 courses (45 credits) in total; 7 (21 credits) as mandatory courses (ENVS and foundational), 2 – 4 courses (6 – 12 credits) in science concentration, 2 – 4 courses (6 – 12 credits) in arts concentration.
• Minimum 3000/4000 level: 15 courses (45 credits), 4 courses (12 credits) in the science concentration, and 4 courses (12 credits) in the arts concentration, and 5 ENVS core courses (15 credits) and an Honours thesis or Capstone project (6 credits).
• Core courses: 8 ENVS core courses (24 credits)
• Honours or Capstone: 6 credit Honours thesis project OR 6 credit Capstone project course.
• Foundational courses: 10 courses (30 credits)

• Arts Concentration: 10 courses (30 credits) in arts concentration with 4 courses (12 credits) at 3000/4000 level)
• Science Concentration: 10 courses (30 credits) in science concentration with 4 courses (12 credits) at 3000/4000 level). Two courses (6 credits) may be in a science outside of concentration but 3000/4000 level requirements will still apply. (The concentration will not be a science teachable for secondary school anymore, 30 credits are required for that.)

Environmental courses (ENVS) (24 + 6 credits)
• ENVS1101 The Art and Science of Environmental Studies
• ENVS2101 Canadian Environmental Perspectives
• ENVS2103 Intersectional Environmental Science
• ENVS3101 Environmental writing: past and present
• ENVS3103 Environment and Business
• ENVS3104 Field Course in Environmental and Community Issues (OR BIOL Field)
• ENVS4101 Sustainability, Resources, and Environment
• ENVS4103 Global Environmental Perspectives
• ENVS4802 Environmental Solutions: Capstone Project OR ENVS 4900 Honours Project

Foundational courses (30 credits)
• 3 credits from ENGL1104 or ENGL1107 or ENGL1109
• 3 credits from ENGL1106 or ENGL1108
• 9 credits GEOL1105, GEOL1205, and GEOL2103 or GEOL3101 (GEOL2101 can be used for GEOL1105)
• 6 credits MATH1109 (or MATH1105) and MATH1211 (or MATH1206)
• 3 credits ENVI3131 or ENVI3138
• 3 credits from PHIL2107 or PHIL2221 or PHIL2223 or PHIL2104
• 3 credits in MIKM

*In Chemistry concentration MATH1105 and MATH1206 are recommended and will replace MATH1109 and MATH1211
*In the Mathematics concentration MATH1105 and MATH1206 are required and will replace MATH1109 and MATH1211
*In the Psychology concentration students can receive credit for MATH1109, MATH1211, PSYC2101 and PSYC2111 OR PSYC2101 and PSYC2111 can replace MATH1109 and MATH1211 if students take 6 additional MATH credits.
*In Biology concentration students can receive credit for MATH1211 and BIOL3101 OR replace MATH1211 with BIOL3101 and take 3 additional MATH credits

Science Concentration: pick one from BIOL, CHEM, MATH, PSYC
• Pick 10 courses (30 credits) in a science concentration with at least 4 courses (12 credits) at 3000/4000 level)
• Students have to make sure that prerequisites for upper courses are taken into account when choosing 1000 and 2000 level options.

Cape Breton University Academic Calendar

• Within each subject area there may be specific required courses to continue in that area.
• The courses listed below are all recommended options, others can be used as well.

BIOLOGY CONCENTRATION

• 15 credits - BIOL1101, BIOL1601, BIOL2503, BIOL2504, BIOL3523
• 15 credits - choose any BIOL courses at 2000 level and up, with at least 3 courses at 3000 and 4000 level.

• MICR2101 can be used as BIOL credit.
•Recommended: BIOL2301, BIOL2411, BIOL3101, BIOL3331, BIOL3431, BIOL3451, BIOL3501, BIOL4501, BIOL4505, BIOL4241, BIOL4431, BIOL4453 (any others acceptable too)

CHEMISTRY CONCENTRATION

• 21 credits - CHEM1104, CHEM 1105, CHEM 2301, CHEM 2303, CHEM 2403, CHEM 2501, CHEM 3401 or CHEM 3403
• 9 credits - choose any three CHEM courses at 3000 and 4000 level.
• Recommended: CHEM 2401, CHEM 2404, CHEM 3301, CHEM 3501, CHEM 4301, CHEM 4403, CHEM 4501, CHEM 4401

MATHEMATICS CONCENTRATION

• Note: MATH1105 replaces MATH1109 and MATH1206 replaces MATH1211 in the Foundational Courses
• 18 credits - MATH1204, MATH2101, MATH2103, MATH2106, MATH2109, MATH2208
• 12 credits - choose any four MATH courses at 3000 and 4000 level

PSYCHOLOGY CONCENTRATION

• 15 credits - PSYC1101, PSYC1103, PSYC2XXX Environmental Psychology (NEW), PSYC2401, PSYC3304
• 15 credits - choose any PSYC courses at 2000 level and up, with at least 3 courses at 3000 and 4000 level.
• Recommended: PSYC2101, PSYC2111, PSYC2253, PSYC3304, PSYC3101, PSYC3401 (any others acceptable too)

Arts/Humanities/Social Science Concentration

• Pick 10 courses (30 credits) in an arts concentration with at least 4 courses (12 credits) at 3000/4000 level)
• Students have to make sure that prerequisites for upper courses are taken into account when choosing 1000 level options.

SCIENCE AND CITIZENSHIP (Anthropology and Sociology, Mi'kmaq Studies, Philosophy, Political Science)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, c with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from PHIL, MIKM, POLS, AN/S

NATURE, CULTURE, COMMUNICATION (Mi'kmaq Studies - linguistics, Communication, English, French, Sport and Physical Activity Leadership, Anthropology and Sociology)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, c with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from MIKM, COMM, ENGL, FRCH, SPAL, AN/S

ENVIRONMENTAL HUMANITIES (English, History, Mi'kmaq Studies, Humanities)
• 6 to 12 credits at 1000 level
• 18 to 24 credits at 2000 level and above, with at least 12 credits (4 courses) at 3000 and 4000 level
• Course choices from MIKM, ENGL, HIST, HUMA

Capstone project
• 6 credits
• Required if students do not enroll in Honours project

Environmental Assessment Certificate option
• 9 credits ENVI3131, ENVI3133, ENVI3138
• This option has 6 credits "extra to degree"

Academic Program Requirements - Bachelor of Business Administration Major in Supply Chain Management

Program Requirements:

BBA Major in Supply Chain Management requires the completion of the BBA core curriculum.

Students are required to complete MGSC2103, MGSC2104, MGSC3103, MGSC3104, MGSC3108 and MGSC4101 plus 6 credits from: MGMT3607. MRKT3303, MRKT3304, ACCT3208, LEGL2501.

Additional requirements: Minimum of 60% in above courses, minimum 65% average in years 3 and 4.

Academic Program Requirements for Certificate programs

Please refer to the subsections of this topic.

Academic Program Requirements for Diploma programs

Please refer to the subsections of this topic.

Academic Regulation

Please refer to the subsections of this topic.

ACCESS TO AND RELEASE OF STUDENT INFORMATION

The Registrar or delegate is the only CBU official authorized to release official information in the form of student transcripts, grade reports, or letters of standing, whether as individual or aggregate information.

Access to student records is therefore controlled by the Registrar and every caution is taken to ensure their security. Cape Breton University protects the student's right to privacy and as such, access to any private and personal information will only be used for internal purposes and will be restricted to CBU employees who have legitimate reasons for accessing the information. Access to student records by CBU employees is therefore controlled by the Registrar and every caution is taken to ensure their security. Confidentiality of information is required.

Students have access to their records at any time as described under the section in these regulations called Transcripts or online through the student log-in at www.cbu.ca.

Additional Regulation Information

When a student is placed on Academic Discontinuance, this notation will appear on the student's transcript and remain for the period of the discontinuance. Once the period of discontinuance is over, the notation will be removed from the student's transcript but will remain on the student's internal academic record.

A Performance Review Committee will be established for each school under the authority of the school Dean. The committee shall consist of the Dean or Associate Dean (Chair), along with no fewer than three and no more than six members of the school. When reviewing a student, the Chair will ensure that at least one member of the

committee is from the program in which the student is enrolled. Any student required to appear before the committee is permitted to bring a representative of the Cape Breton University Students' Union to the proceedings. The referral process is to be determined by each school.

Through the school Dean, the Review Committee has the authority to:

- restrict course load
- specify courses including non-credit, skills-related courses
- recommend program transfer

No appeal of the Review Committee's decision regarding the student's program of study will be permitted. Compliance with the committee's decision is to be regarded as a condition for the student registering at CBU.

Re-admission

Students who seek re-admission at the end of their suspension period must meet with an Academic Advisor prior to re-admission. During the first term back to CBU, students will be on Restricted Enrolment. If successful (more than five points over required program average in that term and no failures) students will return to Good Academic Standing.

Students who have been Academically Suspended for the second time will not be permitted to apply for re-admission for at least two academic years and must meet with an Academic Advisor prior to re-admission.

Further, students who return after the suspension period and remain on At Risk Standing for two terms in a row will be moved to permanent dismissal from CBU. If, upon consultation with the Dean, another program may be more appropriate, a student could change programs as an alternative to permanent suspension.

Admission

The Admission Requirements form part of the Academic Regulations of Cape Breton University.

Please see sub-categories below for further information.

International Admissions

International applications will be considered on an individual basis.

Please refer to important dates for important deadlines.

Calendar of Events and Important Dates and Deadlines

International Application Deadlines

Please contact the Office of the Registrar and Admissions for more information:

email: Admissions@cbu.ca

Or tel:(902) 563-1330

International Admission Information

Information on how to Defer to a Future Term

https://www.cbu.ca/future-students/admissions/deferrals/

Information: Studying in Canada as a minor (International Students)

Age 16 and under

Mandatory:

Cape Breton University unfortunately does not act as a custodian for any international students.

If you do not have any relatives or close friends in Canada who could act as your custodian, it is best to arrange for a homestay.

Ages 17-18

Discretionary:

Custodian Requirement:

As of September 15, 2011, the custodianship requirement became discretionary for students between 17 years of age and the age of majority in the Canadian province or territory where they intend to study. In Nova Scotia, the age of majority is 19 years of age.

Information, Studying in Canada as a minor!

Important Links

- How to Drop Courses and other Compass Student Account Functions
- Financial Deadlines and Policies

- Answering Your CBU Questions
- Academic Advising

Note: It can take several weeks to process an international application so please ensure all documents are uploaded into the application portal.

Important Notification:

Applications for the Post-Baccalaureate Diplomas in Business Analytics, Business Management, Healthcare Management and Supply Chain Management are now closed for high volume regions (India & Nigeria). Please email admissions@cbu.ca with any questions or concerns.

Program Change and Eligibility: Shannon School of Business Programs:

Post-Baccalaureate

- ***Post-Baccalaureate Diploma in Business Analytics***
- **Post-Baccalaureate Diploma in Business Management**
- **Post-Baccalaureate Diploma in Health Care Management**
- **Post-Baccalaureate Diploma in Supply Chain Management**

Students are required to complete a **minimum** nine credits of study in their current program of acceptance in the Shannon School of Business, Post Baccalaureate Program before they can apply for a program change:

Program Change will only be approved when:

1. Student meets all admission criteria
2. There is seat availability
3. Student is in good academic standing
4. Student is in good financial standing
5. Students are only eligible for one program change per academic year
6. Students will need to be re-advised in their new program of study before they can register for classes
7. No applications will be considered after:
    a. Oct 31 for the Winter Term (January Start)
    b. March 31 for Spring/Summer Session (May Start)
    c. July 31 for Fall Term (September Start)

Applications for new students will be given priority seats over students wishing to change programs.

Even if students meet students these requirements, there's no guarantee that the program change request will be accepted.

Cape Breton University reserves the right, without liability or penalty and without notice, to make changes to its policies and offered services and programs, including alteration of fees, cancellation of particular courses and changes to financial policies including the Refund Policy. Every student accepted for registration in Cape Breton University shall be deemed to have agreed to any such changes, whether made before or after said acceptance. Please see Cape Breton University Academic Calendar

ADMISSION OF STUDENTS WITH LEARNING DIFFERENCES

CBU recognizes that individual students may learn differently and this recognition is reflected in its teaching strategies and methods of evaluation. Students who enter CBU who self-identify themselves as learners with exceptional needs will be provided with alternate academic support, so far as possible, within the resources of CBU. For more information contact the Jennifer Keeping AccessAbility Centre at (902) 563-1404 (voice) or (902) 539-4772 (TTY).

Admission Paths

Canadian Application Deadlines - Cape Breton University : Cape Breton University (cbu.ca)

Students may enter Cape Breton University by any of three paths, subject to restrictions of space and program capacity.

Students who transfer from another post-secondary institution and who are in good standing at that institution and who satisfy the admission requirements for their chosen program. Transfer students may be able to obtain credit in their CBU programs for courses taken elsewhere.

Visiting students from other post-secondary institutions who plan to take one or more courses a Cape Breton University, with the permission of their home institution, to transfer those credits back to their home institution.

High school graduates who satisfy the admission requirements of their chosen program. Students may also be admitted as non-traditional learners.

Students who enter CBU through any of the above paths and who have not made a final decision in a program may register as students in No Specific Program.

Applicants will be required to submit official documents (e.g. transcripts from other institutions) when they apply for admission. Normally these documents are sent directly from the other institutions to CBU.

Documents submitted in support of an application for admission cannot be returned. Neither the documents nor copies of the documents will be returned to the applicant. Further, neither the documents nor copies of the documents will be issued third parties.

Students will also require the approval of the relevant School Dean to register at another university or college while attending CBU.

Admission Policy for International Baccalaureate (IB) Students

Completion of the IB Diploma is accepted as a credential for admission to degree programs, for applicants whose minimum IB Diploma score is 24 and who have completed IB English plus four other IB courses.

Additional requirements may apply to specific programs, in which case these program requirements must also be met.

ADMISSION PROCEDURES

Application for admission to Cape Breton University may be made online at www.cbu.ca/apply. Forms can be downloaded by visiting www.cbu.ca/apply/applications. Applications may also be made through the Office of the Registrar and Admissions on the designated application forms.

Documents submitted in support of an application for admission cannot be returned. Neither the documents nor copies of the documents will be returned to the applicant. These documents become the property of the institution. All submitted documents are recorded and shredded to protect privacy and **will not be returned under any circumstances**. Further, neither the documents nor

copies of the documents will be issued third parties. Cape Breton University **reserves the right to request an original document from the issuing institution.**

If evidence of misrepresentation or fraudulent or falsified documentation is found, the penalty is severe. Cape Breton University reserves the right to revoke any offer of admission and/or financial support. Cape Breton University may also disclose evidence of any misrepresentation or fraudulent or falsified documentation to all Canadian universities, to Citizenship and Immigration Canada and to law enforcement personnel where appropriate.

Failure to list and provide previous, in-progress or completed transcripts from all institutions a student attended on the application may be considered an intentional omission and can lead to the cancellation of a student's application for admission or withdrawal of their offer of admission.

Note: Except in special circumstances, no student under the age of 16 is admitted.

Correspondence regarding admission should be addressed to:

Office of the Registrar and Admissions

Cape Breton University

PO Box 5300, 1250 Grand Lake Road

Sydney, Nova Scotia

B1P 6L2

Phone: (902) 563-1330

Fax: (902) 563-1371

Email: admissions@cbu.ca

International Application Deadlines

Canadian Application Deadlines

Admission Requirements - Bachelor of Business Administration (BBA)

Admission Requirements

Required: Five Grade 12 advanced or academic courses including English and Mathematics or Pre-calculus Mathematics, with an overall average of at least 65%. Students may substitute one open course for one advanced or academic course, except where a particular course is specified.

Admission Requirements - Bachelor of Business Administration Major in Marketing

Admission Requirements:

Students who have completed year one or year two of the BBA degree program may apply for admission to the BBA Major in Marketing. Students must be in good academic standing with a minimum 60% average.

Admission Requirements - Bachelor of Business Administration Major in Supply Chain Management

Admission Requirements:

Students who have completed year one or year two of the BBA degree program may apply for admission to the BBA Major in Supply Chain Management. Students must be in good academic standing with a minimum 60% average.

Admission Requirements –

Bachelor of Education (2022)

Bachelor of Education Degree and Course Requirements for Program Acceptance (2022)

Candidates are required to have an undergraduate degree from a recognized university, with a minimum of 90 credit hours completed. Candidates in good academic standing, who have achieved an average of at least 65% throughout their undergraduate degree and an average of

at least 70% in the last 60 credits attempted, are eligible for admission to the program. Candidates must also possess the following prerequisites:

Elementary Education Stream (Grades P-6)

- Social Studies: six credits in university social studies from among History (with a preference for local and Canadian History), Geography, Political Science, Anthropology, Sociology, Economics, Law, Classics, African Canadian Studies, Mi'kmaq Studies, Acadian Studies and/or Philosophy
- Science: Six credits in university science coursework from any one or combination of the following disciplines: Biology, Chemistry, Physics, Geology/Earth Sciences, Oceanography, and Environmental Studies
- Six credits in university Mathematics coursework with a preference for a course in fundamental concepts
- English: Six credits in university English coursework
- Three credits of Critical Study Coursework: a list of accepted courses can be found on the B.Ed. section of the CBU website.
- Three credits of Developmental Psychology: PSYC 2601 or equivalent three credits in university Developmental Psychology coursework.

Secondary Education (Grades 7-12):

First Teachable Area: A concentration of at least thirty credit hours of university coursework in a single discipline selected from below.

Second Teachable Area: A concentration of at least eighteen credit hours of university coursework in a second single discipline university coursework in a single discipline selected from below.

Intermediate/Secondary Teachables: Mi'kmaw Language, English, Math, French, Fine Arts, Technology, Science (Biology, Chemistry, Physics, Geology/Earth Sciences, Oceanography or Environmental Studies) and Social Studies (History, Geography, Political Science, Anthropology, Sociology, Economics, African Canadian Studies, or Mi'kmaq Studies), Business (Business Administration, Commerce, Marketing, Accounting, Finance, Organizational Behaviour, Secretarial Arts), and Family Studies (Combination of courses from two of the following three areas: Foods and Nutrition, Family Dynamics and Textiles/Housing), Anthropology can be used as a second teachable area only.

Admission Requirements - Bachelor of Emergency Management

(This program is currently under review and suspended for new admissions)

Admission Requirements

Five Grade 12 advanced or academic courses including English and Mathematics with a minimum average requirement of 65%.

Cape Breton University's policy with respect to Transfer of Credit and/or Prior Learning Assessment (PLA) will apply on a case by case basis.

Admission Requirements - Bachelor of Emergency Management (Major in Health Emergency Management)

(This program is currently under review and suspended for new admissions)

Admission Requirements

Five Grade 12 advanced or academic courses including English and Mathematics with a minimum average requirement of 65%.

Cape Breton University's policy with respect to Transfer of Credit and/or Prior Learning Assessment (PLA) will apply on a case by case basis.

Admission Requirements - Bachelor of Engineering Technology (Chemical)

Admission Requirements

High School Graduates: Five Grade 12 advanced or academic courses including English, Mathematics and two sciences (Physics and Chemistry are recommended, with an overall average of at least 65%). Environmental Science 12 may be used as the second science with biology, chemistry or physics.

Diploma Graduates: Graduate of an approved community college diploma at the technologist level or Cape Breton University Engineering Technology graduate. CBU has agreements with many colleges which allow students entry with Advanced Standing .

Bachelor Degree Graduates: Graduate of a 3 or 4 year BSc which includes *MATH1105 (or equivalent) and CHEM1104 will be granted Advanced Standing in the BET Chemical program at CBU.

*MATH1105 or (MATH1101/1203) or (MATH1107/MATH1208/2104)

Partially Completed and other Diploma/Degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the Department of Chemistry.

Admission Requirements - Bachelor of Engineering Technology (Electronics & Controls)

Admission Requirements

High School Graduates: Five Grade 12 advanced or academic courses including English and Mathematics, and two other sciences (Physics is recommended); with an overall average of at least 65%.

Diploma/Degree Graduates: Appropriately accredited community college diploma at the technologist level or university science degree in electrical/electronics and closely related programs only. CBU has agreements with many colleges which specifies the matching programs and, in some cases, matching courses that allow transfer credits.

Partially Completed Diploma/Degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the Engineering Department.

Admission Requirements - Bachelor of Health Sciences (Public Health)

Admission Requirements

High School Graduates: five Grade 12 advanced or academic courses including English, Mathematics, Chemistry and one other science; with an overall average of at least 65%. Biology is recommended.

Diploma Graduates: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the program, with admission to the 4-year program.

Degree Graduates: appropriately accredited university science degree. The following term-courses or their equivalents are required for entry into the two-year accelerated option.

• 3 credits Chemistry:

• Introductory Microbiology;

Students entering the two-year accelerated option may request a transfer credit assessment to receive up to twelve (12) credit transfers for courses already completed in their first degree, as long as the appropriate material was covered (to be determined by the department).

Partially completed degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the program, with entry into 4 - year program.

In-career health inspectors: CPHI(C) credential is required to enter the one-year professional degree completion option.

Admission Requirements - Bachelor of Hospitality and Tourism Management

Admission Requirements

Required: Five Grade 12 advanced or academic courses including English and Mathematics with a minimum average requirement of 65%.

Students may substitute one open course for one advanced or academic course, except where a particular course is specified.

Admission Requirements – Bachelor of Science

Admission Requirements

Required: Five Grade 12 advanced or academic courses including English; two Sciences (one of which must be Biology, Chemistry, or Physics); and Mathematics or Pre-Calculus Mathematics with an overall average of at least 65%. Recommended: Pre-Calculus Mathematics.

Students may substitute one Grade 12 open course for one advanced or academic course, except where a particular course is specified. Environmental Science 12 may be used as the second science with Biology, Chemistry or Physics.

These regulations were accurate at the time of publication. Some changes are anticipated. Please check with the Dean's office for current regulations.

Admission Requirements - Bachelor of Science Community Studies

Admission Requirements

ADMISSION TO THIS PROGRAM HAS BEEN SUSPENDED, PLEASE CONTACT THE SCHOOL OF SCIENCE AND TECHNOLOGY FOR MORE INFORMATION

Required: Five Grade 12 advanced or academic courses including English; two Sciences (one of which must be Biology, Chemistry, or Physics); and Mathematics or pre-calculus Mathematics with an overall average of at least 65%. Recommended: Pre-calculus Mathematics.

Students may substitute one open course for one advanced or academic course except where a particular course is specified. Environmental Science 12 may be used as the second science with Biology, Chemistry or Physics.

It is strongly recommended that students contact CBU's Student Advisors to discuss their two work placements within the first year of their program.

CORE

Courses in the core must include the following Community Studies (COMS) courses:

COMS1100 Analysis and Decision Making (6 credits)

COMS2100 Applied Research (6 credits)

COMS3100 Community Intervention (6 credits)

Other courses in the core must satisfy the following topic and credit requirements:

1. Science and technology perspectives (6 credits)

Recommended: PHIL2222 or equivalent

2. World views and values (3 credits)

Recommended: PHIL2123 or equivalent

3. Aboriginal perspectives (3 credits)

Recommended MIKM at 1000 or 2000 level or equivalent

4. Business perspectives (3 credits)

Recommended: MGMT1601, MRKT1301 or equivalent

5. Public communication (3 credits)

Recommended: COMM1103 or COMM1105

6. Effective writing (6 credits)

Recommended: two of ENGL1104, ENGL1106, ENGL1107, ENGL1108 and ENGL1109 or equivalent.

7. Computer literacy (3 credits)

Recommended: PHIL1103, COMP1163, MGSC2101 or equivalent

8. Statistics (3 credits)

Recommended: MATH1109, MGSC1108, PSYC2101 or equivalent

Please contact either the Dean of Science and Technology or the Dean of Arts and Social Sciences for information on topic equivalents.

Area of Concentration

Courses in the area of concentration must include 18-24 credits from those deemed to be university sciences and six to eight term courses from those deemed to be technology. Overall, at least 15 credits must be at or beyond the 3000 level, including at least six at the 4000 level. The particular courses that make up an area of concentration are mandatory, with their identity varying according to the specific area of concentration in question.

Student's Electives

The student's electives allow a student to take courses that will customize his or her academic experience to best suit his or her particular interests upon graduation. Course possibilities include all academic offerings at CBU, but choices made by each student must be approved by a dean or designated faculty member to ensure they appropriately complement a student's interests and/or program integrity. Five courses (30 credits) are required. Possibilities also exist for a student to receive a maximum of one year of accreditation for community college transfer or prior learning assessment (PLA), interested individuals should check with the Student Service Centre or Dean's office.

Work Placements

The two required work placements must be arranged in consultation with a dean or a designated faculty member. These placements are over and above the 120 credits required to complete the program.

CBU's Student Advisors, located in the Student Life Centre, will help arrange work terms and co-op placements for other degree and diploma programs, and will also provide assistance.

Graduation Eligibility

A student requires an overall average of 60% to be eligible to graduate from the Bachelor of Science Community Studies.

Admission Requirements - Bachelor of Science in Human Nutrition (Transfer)

Admission Requirements

Five grade 12 academic or advanced courses including English; Math (any grade 12 academic or advanced math is suitable), two of Biology, Chemistry, Environmental Science, Food Science, Geology, or Physics; one other academic or advanced course with an average of at least 65%. Chemistry and one of Biology or Food Science is recommended. Students may substitute one Grade 12 open course for the one other academic or advanced course.

Students are responsible for ensuring that they have taken the pre-requisite course (s) for all CBU courses required for the Nutrition transfer option, prior to registration. Please contact Dr. Barre for details. Ed_Barre@cbu.ca

Admission Requirements - Bachelor of Science Nursing

Admission Requirements

Admission to the Bachelor of Science Nursing (BScN) is limited and therefore competitive. All eligible first year candidates are ranked based on their previous academic performance (60%) and their compatibility for the nursing profession based on their score on the CASPER evaluation tool (40%).

DEADLINE FOR APPLICATION: Please refer to the CBU website for Application opening and closing dates.

Requisite Skills for Nursing Practice

The College of Registered Nurses of Nova Scotia (CRNNS) has identified the requisite skills and abilities for nursing practice in Nova Scotia. Becoming a Registered Nurse in Nova Scotia: Requisite Skills and Abilities outlines the requirements and performance expectations of nurses in Nova Scotia and can assist you in determining whether nursing is an appropriate career choice. We recommend that you review this document at the link above to ensure that you meet these requisite skills and abilities. If you have any further questions please contact the nursing department at nursing@cbu.ca.

Entry to the Bachelor of Science Nursing Program

There are three points of entry into the Bachelor of Science Nursing (BScN) Program:

1. Direct Entry Program (3 Year/ 8 Semesters): For applicants direct from High School or mature students who do not qualify for admission to the Advanced Standing Program (NOTE: Students who have completed a minimum of 30 credits of university level courses and have the five required pre-requisites for the Bachelor of Science Nursing - Advanced Standing program are not eligible to be admitted to the Bachelor of Science Nursing - Direct Entry program).

Direct Entry Program Admission Requirements:

- Successful completion of Grade 12 or equivalent with a minimum grade of 70 percent in five academic Grade 12 courses that must include: English, Math, and two sciences from Biology, Chemistry or Physics.

Students must also write the CASPer test and have their results forwarded to Cape Breton University to be considered for admission. CASPer test must be written by the application deadline. Please visit https://takecasper.com/ for test dates.
Cape Breton University invites all individuals to apply, however preference will be given to Nova Scotia residents.

2. Advanced Standing Program (2 Year/6 Semesters) – For applicants with previous university study.

Advanced Standing Program Admission Requirements:

- Successful completion of a minimum of thirty credits of university level courses with a minimum grade of 65% in all subjects. Within the 30 credits, students must have the following:
- 5 required pre-requisite courses (Physiology, Anatomy, English, Microbiology, and Statistics)
- Additional 15 credits of university level courses

Students must also write the CASPer test and have their results forwarded to Cape Breton University to be considered for admission. CASPer test must be written by the application deadline. Please visit https://takecasper.com/ for test dates.

Please Note:

For the Advanced Standing Program, ranking is based on the average of the 5 pre-requisite courses and the CASPer scores. Only applicants with the above pre-requisites, including 15 credits of electives, will be considered for admission. Applicants must have completed or be enrolled in the above-mentioned pre-requisite courses by the application deadline with a completion date of all courses no later than May 15th for the September intake and January 1st for the May intake to be considered for admission to the Bachelor of Science Nursing – Advanced Standing program.

Applicants to the BScN – Advanced Standing program will be notified of their admission status the end of May for the September intake and the end of March for the May intake.

Cape Breton University invites all individuals to apply, however preference will be given to Nova Scotia residents.

3. LPN to BScN Pathway – For LPN applicants with in-career experience.

LPN to BScN Pathway Program Admission requirements:

- Graduated in 2008 or later from a two-year Nova Scotia Community College (NSCC) Practical Nurse Program
- Obtained a minimum average of 75% in all Practical Nurse Diploma Program courses
- Completed a minimum of 1800 hours of work experience as a LPN within the last two years (confirmed by the employer)
- In possession of a current LPN License.

Applicants to the LPN to BScN pathway program must include with their application:
- A letter of intent
- NSCC transcripts
- A professional letter of reference from current employer
- A copy of valid LPN license

Students must also write the CASPer test and have their results forwarded to Cape Breton University to be considered for admission. CASPer test must be written by the application deadline. Please visit https://takecasper.com/ for test dates.

Please Note: Only complete application packages will be considered for admission.

English Language Proficiency

It is essential that all students entering the BScN program be proficient in the English language. All students need to have adequate knowledge in the areas of reading, writing, listening and speaking in order to be successful in the BScN program. In addition, all students must have the ability to read cursive writing.

Please refer to CBU's Academic Calendar to review requirements under its English Language Proficiency Policy.

Vaccination/Immunization Requirements

Immunizations and vaccinations protect patients and students. The immunizations and testing are required and are a condition of the applicant's acceptance into the program. Students must start the immunization process as soon as they are offered admission to the program and must complete the process prior to entering the program in September. Proof of immunity must be in writing and signed by either a nurse or a physician.

Immunizations required (and subject to change) include:

- Diphtheria-Tetanus & Pertussis
- Polio
- Mumps
- Measles (Rubeola)
- Varicella
- 2-step Mantoux Test (TB)
- Hepatitis B
- Influenza Vaccine (Highly Recommended)

Criminal Reference Check/Vulnerable Sector Search Check

All applicants admitted to the BScN program are required to submit a current (within 6 months of the September admission date) Criminal Record Check, including a Vulnerable Sector Search Check. A Child Abuse Registry Form is also required.

CPR

All applicants admitted to the BScN program must maintain up-to-date certification in Health Care Provider CPR (Level HCP). This certification can be obtained from St. John Ambulance, Red Cross, or Cape Breton University Student Affairs. Students must recertify every 1 to 2 years, depending on the certification guideline, until graduation. Proof of certification/recertification is to be submitted to the Department of Nursing.

First Aid

Students must be certified for Standard First Aid on admission to the program. The certification can be obtained from St. John Ambulance, Red Cross, or Cape Breton University Student Affairs. Proof of certification is to be submitted to the Department of Nursing.

Additional Costs of the BScN

The following are additional costs associated with this program. These include, but may not be limited to, the following:

- CPR certification and recertification,
- Immunizations,
- Purchase of uniforms, shoes and equipment,

- Criminal Reference Record/Vulnerability Sector Search,
- Non-Violent Crisis Prevention Intervention,
- CBU Nursing Students' Society,
- National licensure online preparatory examinations and learning tools.

Admission Requirements - Bachelor of Science Nursing with Advanced Major

Admission Requirements

- A ≥70% average in all previous courses taken to fulfill the BScN degree requirements.
- A ≥70% average in all Nursing courses taken to date.
- No previous placements on nursing practice improvement.
- A faculty member in the Nursing Department willing to supervise the Advanced Major project.

Exceptions to these requirements require the approval of the Dean.

Admission Requirements - Bachelor of Technology Information

Admission Requirements

Required: Five Grade 12 advanced or academic courses including English and Mathematics or Pre-calculus Mathematics, with an overall average of at least *65%.

Admission Requirements - Bachelor of Engineering Technology (Environmental Studies)

Admission Requirements

High School Graduates: Five Grade 12 advanced or academic courses including English, Mathematics and two sciences (Physics and Chemistry are recommended, with an overall average of at least 65%). Environmental Science 12 may be used as the second science with biology, chemistry or physics.

Diploma Graduates: Graduate of an approved community college diploma at the technologist level or Cape Breton University Engineering Technology graduate. CBU has agreements with many colleges which allow students entry with Advanced Standing.

Bachelor Degree Graduates: Graduate of a 3- or 4-year BSc which includes *MATH1105 (or equivalent) and CHEM1104 will be granted Advanced Standing in the BET Environmental Studies program at CBU.

*MATH1105 or (MATH1101/1203) or (MATH1107/MATH1208/2104)

Partially Completed and other Diploma/Degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the Engineering Department.

Admission Requirements - Bachelor of Engineering Technology (Manufacturing)

Admission Requirements

Currently, applications will be accepted into the Manufacturing stage only, with the successful completion of an acceptable Technology diploma.

PLEASE NOTE THAT THE MECHANICAL ENGINEERING TECHNOLOGY DIPLOMA PROGRAM IS CURRENTLY UNDER REVIEW. INTERESTED STUDENTS SHOULD CONTACT THE ENGINEERING DEPARTMENT FOR FURTHER INFORMATION. The Bachelor of Engineering Technology Degree (Manufacturing) remains available to graduates of acceptable Technology Diploma Programs.

High School Graduates: Five Grade 12 advanced or academic courses including English and Mathematics and two sciences; (Physics is recommended) with an overall average of at least 65%.

Diploma/Degree Graduates: Appropriately accredited community college diploma at the technologist level or university science degree, where the programs are a reasonable match. CBU has agreements with many colleges which specifies the matching programs and, in some cases, matching courses that allow transfer credits. Contact the department for details.

Partially Completed Diploma/Degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the Engineering department.

Admission Requirements - Bachelor of Engineering Technology (Manufacturing)

Admission Requirements

Currently, applications will be accepted into the Manufacturing stage only, with the successful completion of an acceptable Technology diploma.

PLEASE NOTE THAT THE MECHANICAL ENGINEERING TECHNOLOGY DIPLOMA PROGRAM IS CURRENTLY UNDER REVIEW. INTERESTED STUDENTS SHOULD CONTACT THE ENGINEERING DEPARTMENT FOR FURTHER INFORMATION. The Bachelor of Engineering Technology Degree (Manufacturing) remains available to graduates of acceptable Technology Diploma Programs.

High School Graduates: Five Grade 12 advanced or academic courses including English and Mathematics and two sciences; (Physics is recommended) with an overall average of at least 65%.

Diploma/Degree Graduates: Appropriately accredited community college diploma at the technologist level or university science degree, where the programs are a reasonable match. CBU has agreements with many colleges which specifies the matching programs and, in some cases, matching courses that allow transfer credits. Contact the department for details.

Partially Completed Diploma/Degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the Engineering department.

Admission Information and Requirements – Business Management

To be admitted to the program, applicants must have:

1.Completed a bachelor's degree at an accredited university.

2.Obtained an overall average of B or higher

International students, whose mother tongue is not English, must meet CBU's English language proficiency requirements, as detailed on CBU's website (IELTS 6.5 etc).

Exception: Due to a high volume of applications, the deadline for enrolment in the **Spring/Summer (May 2023) intake** for the Post-Baccalaureate Diplomas in **Business Analytics**, **Business**

Cape Breton University Academic Calendar

Management, **Healthcare Management** and **Supply Chain Management** will be **October 15, 2022** for high volume regions. Please email **admissions@cbu.ca** with any questions or concerns.

Note: Program Change and Eligibility: Shannon School of Business Programs:

Post-Baccalaureate

Post-Baccalaureate Diploma in Business Management
Students are required to complete a minimum of one term of study in their current program of acceptance in the Shannon School of Business, Post Baccalaureate Program before they can apply for a program change:

Program Change will only be approved when:

1. Student meets all admission criteria
2. There is seat availability
3. Student is in good academic standing
4. Student is in good financial standing
5. Students are only eligible for one program change per academic year
6. No applications will be considered after:
    a. Oct 31 for the Winter Term (January Start)
    b. March 31 for Spring/Summer Term (May Start)
    c. August 31 for Fall Term (September Start)

Applications for new students will be given priority seats over students wishing to change programs

Even if students meet students these requirements, there's no guarantee that the program change request will be accepted.

Admission Requirements - Diploma in Emergency Management

Admission Requirements

Five Grade 12 advanced or academic courses including English and Mathematics with a minimum average requirement of 65%.

Cape Breton University's policy with respect to Transfer of Credit and/or Prior Learning Assessment (PLA) will apply on a case by case basis.

Admission Information and requirements

Post-Baccalaureate Diploma in health care management

To be admitted to the program, applicants must have:

1. Completed a Bachelor's degree at an accredited university.
2. Obtained an overall undergraduate average of B or higher.

International students, whose mother tongue is non-English, must also meet CBU's English language proficiency requirements as detailed on CBU's website (IELTS 6.5, etc).

Exception: Due to a high volume of applications, the deadline for enrolment in the **Spring/Summer (May 2023) intake** for the Post-Baccalaureate Diplomas in **Business Analytics**, **Business Management**, **Healthcare Management** and **Supply Chain Management** will be **October 15, 2022** for high volume regions. Please email **admissions@cbu.ca** with any questions or concerns.

Note: Program Change and Eligibility: Shannon School of Business Programs:

Post-Baccalaureate

Post-Baccalaureate Diploma in Health Care Management

- Students are required to complete a minimum of one term of study in their current program of acceptance in the Shannon School of Business, Post Baccalaureate Program before they can apply for a program change:
  - **Program Change will only be approved when:**
  - Student meets all admission criteria
  - There is seat availability
  - Student is in good academic standing
  - Student is in good financial standing
  - Students are only eligible for one program change per academic year
  - No applications will be considered after:
    - Oct 31 for the Winter Term (January Start)
    - March 31 for Spring/Summer Term (May Start)
    - August 31 for Fall Term (September Start)
  - Applications for new students will be given priority seats over students wishing to change programs
  - Even if students meet students these requirements, there's no guarantee that the program change request will be accepted.

Admission Information and Requirements – Business Analytics

To be admitted to the program, applicants must have:

1.Completed a bachelor's degree at an accredited university.

2.Obtained an overall undergraduate average of B or higher and must have included two mathematics/statistics courses with B+ grades.

International students, whose mother tongue is non-English, must also meet CBU's English language proficiency requirements as detailed on CBU's website (IELTS 6.5, etc.).

Exception: Due to a high volume of applications, the deadline for enrolment in the **Spring/Summer (May 2023) intake** for the Post-Baccalaureate Diplomas in **Business Analytics**, **Business Management**, **Healthcare Management** and **Supply Chain Management** will be **October 15, 2022** for high volume regions. Please email **admissions@cbu.ca** with any questions or concerns.

Note: Additional Information

Program Change and Eligibility: Shannon School of Business Programs:

Post-Baccalaureate

Post-Baccalaureate Diploma in Business Analytics

- Students are required to complete a minimum of one term of study in their current program of acceptance in the Shannon School of Business, Post Baccalaureate Program before they can apply for a program change:
  - **Program Change will only be approved when:**
  - Student meets all admission criteria
  - There is seat availability
  - Student is in good academic standing
  - Student is in good financial standing
  - Students are only eligible for one program change per academic year
  - No applications will be considered after:
    - Oct 31 for the Winter Term (January Start)
    - March 31 for Spring/Summer Term (May Start)
    - August 31 for Fall Term (September Start)
  - Applications for new students will be given priority seats over students wishing to change programs
  - Even if students meet students these requirements, there's no guarantee that the program change request will be accepted.
-

Admission Requirements - Master of Education (Information Technology)

Admission Requirements

In addition to meeting the requirements in the general degree regulations, Faculty of Education, MUN, candidates must have successfully completed one of: a diploma or certificate in information technology from an accredited institution; CBU EDUC5132; MUN E2751 and MUN E3751; or equivalent, as determined by the program steering committee.

Admission Requirements - MBA

To meet standard admission requirements for the MBA in CED, a Bachelor's Degree with a B average from a recognized university is required. The application will be processed when all the following documents and fees have been received:

- a completed application form, with non-refundable application fee
- official transcripts for all previous post-secondary study
- a resume detailing employment experience, skills, community involvement and interests
- a 500-800-word statement on desire to enter the program
- three reference letters, preferably including one professional and one academic reference, each accompanied by a completed reference form
- satisfactory scores on the GMAT (minimum GMAT score of 500, with balanced verbal, quantitative, and analytical writing scores).
- satisfactory scores on the TOEFL/IELTS (for students whose mother tongue is not English), they must meet CBU's English Language Proficiency Requirements)
- satisfactory performance in an interview

Candidates who do not have an undergraduate degree, and show potential for success in graduate level study, may be admitted to the MBA in CED as non-traditional students. Extensive career and/or volunteer experience are expected. The candidates will be assessed individually in such areas as experience and performance in several education/training courses. Applicants must provide all documentation listed above and a 4-6-page essay outlining desire to enter the program.

Reference letters must be originals, sent directly by the referees. Photocopies of any of these documents will not be accepted.

Semester Format Delivery

The semester format delivery follows the September – April academic year on campus in Sydney.

Deadline for application is September 30, for a January start.

Deadline for application is May 31, for a September start.

Modular Format Delivery

The modular format appeals to working adults. It includes short, on-site residencies followed by deliverables paced over a 12-week period. This residential program enables learners to take four to five courses each July in Sydney and thus complete all program coursework over three July residencies (26 months).

Deadline for application is March 31, for a July start.

Note: Students can combine the semester format and modular format delivery to complete the program in 12 months.

Weekend Format Delivery (Off Campus)

Learners can opt to complete the program in 22-26 months by attending classes on alternate weekends in various cities across Canada, including Kingston, Toronto, Brandon, Saskatoon, Edmonton, Calgary, and Whitehorse. Courses are delivered in face-to-face classes by acclaimed faculty from across Canada. The weekend format appeals to working adults who wish to continue working while obtaining an MBA in their home city.

Please contact mba@cbu.ca regarding application deadlines and venues.

Schedules, Tuition and Fees

Program schedules, tuition and fees for off-campus delivery will differ from the program offered on-site at Cape Breton University's Sydney campus. For more information about the Master of Business Administration in Community Economic Development program at different locations, please visit https://www.cbu.ca/academic-programs/program/mba-ced/ or contact the Director at mba@cbu.ca, or (902) 563-1981.

Advanced Standing

Requests from applicants to receive transfer credits for courses will be reviewed individually. Transcripts of courses, along with a detailed description of course content will be required.

Students can make a request to challenge course(s) and each request will be reviewed on its own merits.

Applicants can apply for advanced standing based on career experience and training and each request is subject to a Prior Learning Assessment (PLA) review. 6000 level core courses are not eligible for consideration under the PLA process.

Admission Requirements – Occupational Health & Safety Management

To be admitted to the program, applicants must have:

1.Completed a bachelor's degree at an accredited university.

2.Obtained an overall undergraduate average of B or higher.

3.International students, whose mother tongue is non-English, must also meet CBU's English language proficiency requirements as detailed on CBU's website (IELTS 6.5, etc.)

Admission Information and Requirements – Supply Chain Management

Students will be eligible to apply for admission to the Supply Chain Management Diploma after having completed a bachelor's degree program, with a B average.

International students, whose mother tongue is not English, must meet CBU's English proficiency requirements, as detailed on CBU's website (IELTS 6.5 etc)

Exception: Due to a high volume of applications, the deadline for enrolment in the **Spring/Summer (May 2023) intake** for the Post-Baccalaureate Diplomas in **Business Analytics**, **Business Management**, **Healthcare Management** and **Supply Chain Management** will be **October 15, 2022** for high volume regions. Please email **admissions@cbu.ca** with any questions or concerns.

Note: Program Change and Eligibility: Shannon School of Business Programs:

Post-Baccalaureate

- **Post-Baccalaureate Diploma in Supply Chain Management**

Students are required to complete a minimum of one term of study in their current program of acceptance in the Shannon School of Business, Post Baccalaureate Program before they can apply for a program change:

Program Change will only be approved when:

1. Student meets all admission criteria
2. There is seat availability
3. Student is in good academic standing
4. Student is in good financial standing
5. Students are only eligible for one program change per academic year
6. No applications will be considered after:
    a. Oct 31 for the Winter Term (January Start)
    b. March 31 for Spring/Summer Term (May Start)
    c. August 31 for Fall Term (September Start)

Applications for new students will be given priority seats over students wishing to change programs.

Even if students meet students these requirements, there's no guarantee that the program change request will be accepted.

Admission Requirements- Bachelor of Business Administration Major in Accounting

Students who have completed year one or year two of the BBA degree program may apply for admission to the BBA Major in Accounting. Students must be in good academic standing with a minimum 60% average.

Admission Requirements - Bachelor of Engineering Transfer Program (Engineering Diploma)

Admission Requirements

Required: Five Grade 12 advanced or academic courses including English; Mathematics; and two grade 12 academic sciences with an overall average of at least 65%. Pre-calculus Mathematics 12 and Physics 12 is recommended.

Students may substitute one open course for one advanced or academic course except where a particular course is specified.

The Engineering transfer program is offered at CBU on an associate basis with Dalhousie University. CBU is one of the few associated universities to offer the first two years of all eight engineering disciplines which include; Chemical, Civil, Electrical & Computer, Environmental, Industrial, Mechanical, Material and Mineral Engineering.

The first year of the program is common for all eight discipline options. At the end of the first year the student must make a decision on a specialty. Application is made at this time to both CBU and Dalhousie for a seat in the particular discipline of choice.

During year two, the student is registered at both CBU and Dalhousie University. Providing the student satisfies the conditions in the acceptance letter at CBU for the specific year two discipline, continuation at Dalhousie University for year three of the four-year program is guaranteed.

Dalhousie engineering program regulations require a minimum 2.00 GPA average in the 23 engineering courses taken at CBU.Students in all Engineering options are required to write the Calculus Readiness Test for entry into the required MATH1105 or MATH1101 course (See Calendar of Events).

Students should also be aware that a BSc in either Chemistry or Mathematics could be combined with the Engineering Diploma. This program requires three years of study at CBU, followed by two years at Dalhousie University.

Please use the table below to calculate your GPA

GPA Grade Converter

FROM	TO	GRADE	GRADE PTS
90	100	A+	4.3
85	89	A	4
80	84	A-	3.7
77	79	B+	3.3
73	77	B	3
70	72	B-	2.7
65	69	C+	2.3
60	64	C	2

55	59	C-	1.7
50	54	D	1

Admission Requirements - Bachelor of Engineering Technology (Petroleum)

Admission Requirements

High School Graduates: Five Grade 12 advanced or academic courses including English, Mathematics and two other sciences; (Physics and Chemistry recommended) with an overall average of at least 65%.

Diploma Graduates: Graduate of an approved community college diploma at the technologist level or Cape Breton University Engineering Technology graduate. CBU has agreements with many colleges which allow students entry with *Advanced Standing.*

Bachelor Degree Graduates: Graduate of a 3 or 4 year BSc which includes *MATH1105 (or equivalent) and CHEM1104 will be granted *Advanced Standing* in the BET Petroleum program at CBU.

*MATH1105 or (MATH1101, MATH1203) or (MATH1107, MATH1208 MATH2104)

Partially completed diploma/degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the Engineering Department.

Admission Requirements for BA

Required: Five Grade 12 advanced or academic courses including English, with an overall average of at least 65%.

Students may substitute one Grade 12 open course for one advanced or academic course, except where a particular course is specified.

Admission Requirements for BACS

Required: Five Grade 12 advanced or academic courses including English, with an overall average of at least 65%.

Students may substitute one Grade 12 open course for one advanced or academic course, except where a particular course is specified.

ADMISSION REQUIREMENTS FOR MATURE STUDENTS (NON-TRADITIONAL LEARNERS)

Applicants who do not meet the usual qualifications for admission to Cape Breton University may be considered for admission as a ***Mature Student***, provided they meet the following criteria:

- is at least 21 years of age (by the first day of classes);
- is a Canadian citizen or permanent resident;
- is applying for the first year of an undergraduate program which does not require previous university-level study;
- and have not studied at the post-secondary level or have attempted one year or less of post-secondary study at least two years ago.

Please Note:

- admission to some programs will require the completion of required coursework;
- to prepare for university study, some upgrading may be required;
- students who do not possess required admission coursework, can apply for no formal program to complete this coursework. It is recommended that applicants meet with an admission advisor to determine what upgrading is required.
- domestic applicants who meet the above conditions and have completed a General Educational Development (GED) test are included under the Mature Student Policy for non-traditional learners).

ADMISSION REQUIREMENTS – OCCUPATIONAL HEALTH & SAFETY MANAGEMENT

To be admitted to the program, applicants must have:

1. Completed a Bachelor's degree at an accredited university.
2. Obtained an overall undergraduate average of B or higher.

International students, whose mother tongue is non-English, must also meet CBU's English language proficiency requirements as detailed on CBU's website (IELTS 6.5, etc).

Advanced Credit Recognition for French Immersion Students

Students who have graduated from a French immersion program, French/Francophone schools, advanced French as part of the International Baccalaureate program, or completed an accredited immersion program while a student at CBU, may be granted maximum of 6 credits of French.

The CBU equivalency for the French immersion credits will be determined by a member of the French faculty in consultation with the student, Department Chair, and Registrar's Office.

This assessment will take into consideration, if appropriate, the academic level of instruction and classroom contact hours, student's transcript or other exit credential, and/or cultural content of the immersion experience.

Based on the recommendation of a French faculty member and the student's degree requirements, the CBU equivalency for the French immersion credits may be used by the student in any appropriate area of the degree.

Advanced Credit Recognition for IB Students

With a completion of an IB Diploma, students are eligible to receive credit, to a maximum of 30 credits, for IB coursework for which they have received a minimum grade of 5. These credits may include:

- a maximum of 30 credits for IB courses completed at the HL level; or
- a maximum of 18 credits for IB courses completed at the SL level.

With a completion of an IB Certificate, students are eligible to receive credit, to a maximum of 18 credits, for IB coursework (HL and/or SL) for which they have received a minimum grade of 5.

Individual IB courses with a minimum grade of 5 will be reviewed on a course by course basis.

Students have the option to forgo these credits.

Aegrotat Standing

Aegrotat standing is the granting of credit for a course or courses based on the course work already completed, where no further assessment (for example, a deferred examination) is considered feasible because of illness or other extenuating circumstances. Aegrotat standing is not noted on the transcript or grade report, and is treated like any other grade. Students may only be granted aegrotat standing with the approval of the dean and the instructor.

Alternatives to the Usual Course Load

Five courses are considered as the normal load in degree programs; the normal load in diploma studies depends on the specific program. See the program descriptions in this calendar. Students wishing to take additional courses should consult with the dean of the school. There is usually an additional cost for extra courses. Students may wish to register for fewer than the usual number of courses, but should be aware that registering for fewer than three courses may affect eligibility for student loans.

Anthropology

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must be met by students in Anthropology programs. (NOTE: ANTH and/or AN/S courses may be used to satisfy minimum BA or BACS degree requirements in Anthropology programs.)

BA Concentration (30 Credits in Anthropology)

- 6 credits ANTH1104, SOCO1301, ANTH1103 (Introduction to Anthropology & Sociology) or equivalent
- 6 credits in Qualitative (AN/S2210) OR Quantitative (AN/S2212) research methods is not required but strongly recommended

BA/BACS Minor (24 Credits in Anthropology)

- 6 credits ANTH1103, ANTH1104, SOCO1301 (Introduction to Anthropology & Sociology) or equivalent

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

BA or BACS Major (48 Credits in Anthropology)

- 6 credits ANTH1103, ANTH1104, SOCO1301 (Introduction to Anthropology & Sociology) or equivalent
- 6 credits ANTH Theory (ANTH3100)
- 6 credits of Research Methods (AN/S2210 or AN/S2212)
- 6 credits in Physical, Archaeological &/or Linguistic Anthropology

BA or BACS Double Major (36 credits in Anthropology)

- 6 credits ANTH1103, ANTH1104, SOCO1301 Introduction to Anthropology & Sociology or equivalent
- 6 credits ANTH theory (ANTH3100)
- 6 credits Research Methods (AN/S2210 or AN/S2212)

Multidisciplinary BA or BACS (with Anthropology)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Anthropology as one of the subjects in a Multidisciplinary BA or BACS should consult with the Department Chair.

BA or BACS Degree Honours (66 Credits in Anthropology)

Students must consult BA or BACS Honours requirements for entering into and graduating with an Honours degree. The 66 credits in an Anthropology Honours must include:

- 6 credits AN/S1200 (Introduction to Anthropology & Sociology) or equivalent
- 6 credits in Qualitative (AN/S2210) OR Quantitative (AN/S2212) research methods. Qualitative is recommended.
- 6 credits Anthropological Theory (ANTH3100)
- 12 credits in Physical, Archaeological &/or Linguistic Anthropology

Anthropology/Sociology (Joint Programs)

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must be met by students in Anthropology/Sociology programs. (NOTE: ANTH, SOC and/or AN/S courses may be used to satisfy minimum BA or BACS degree requirements in Anthropology/Sociology joint programs.)

BA Concentration (30 Credits in Anthropology/Sociology)

- 6 credits Introductory courses: ANTH1101 or ANTH1103 or ANTH1104 and SOCO1301
- 6 credits in Qualitative (AN/S2210) OR Quantitative (AN/S2212) research methods is not required but strongly recommended

BA/BACS Degree Minor (24 Credits in Anthropology/Sociology)

- 6 credits Introductory courses: ANTH1101 or ANTH1103 or ANTH1104 and SOCO1301

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

BA or BACS Major (48 Credits in Anthropology/Sociology)

- 6 credits Introductory courses: ANTH1101 or ANTH1103 or ANTH1104 and SOCO1301
- 6 credits of Theory (SOCO3300 OR ANTH3100)
- 6 credits of Research Methods (AN/S2210 or AN/S2212 or AN/S-2218/3218 or AN/S-2217/3217)
- Of the 48 credits required, a maximum of 9 credits are permitted at the 1000 level and minimum of 24 credits at the 3000 or 4000 level, of which at least 9 credits must be at the 4000 level.

BA or BACS Double Major (36 credits in Anthropology/Sociology)

- 6 credits Introductory courses: ANTH1101 or ANTH1103 or ANTH1104 and SOCO1301
- 6 credits Theory (ANTH3100 OR SOCO3300)
- 6 credits Research Methods (AN/S2210 or AN/S2212 or AN/S-2218/3218 or AN/S-2217/3217)
- 36 credits are required in each Major subject. In each of the Major subjects there shall be a maximum of 9 credits
- at the 1000 level and a minimum of 18 credits at the 3000 level or above, including a minimum of 6 credits at the
- 4000 level.

Multidisciplinary BA or BACS (with Anthro/Soco/ Anthropology/ Sociology)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Sociology as one of the subjects in a Multidisciplinary BA or BACS should consult with the Department Chair.

BA or BACS Honours (66 Credits in Sociology)

Students must consult BA or BACS Honours requirements for entering into and graduating with an Honours degree. The 66 credits in a Sociology Honours must include:

- 6 credits SOCO1301/ ANTH1103/ANTH1104 (Introduction to Anthropology & Sociology) or equivalent
- 6 credits Research Methods (AN/S2210 or AN/S2212 or AN/S-2218/3218 or AN/S-2217/3217)
- 6 credits SOCO3300 (Survey of Sociological Theory) or ANTH3100 (Survey of Anthropological Theory)
- Of the 66 credits required, 36 must be at the 3000 or 4000 level which must include a minimum of 15 credits at the 4000 level. A 6 credit Honours Thesis is required and can be included in the 15 credits at the 4000 level.

Appeals of Academic Decisions

1. Policy purpose

The objective of this policy is to outline the process that students may use to appeal academic decisions at Cape Breton University. This policy identifies the roles and responsibilities of students, staff, faculty, and administration as part of the appeal process. Furthermore, the policy explains the different types of academic appeals and identifies the steps required to make an appeal so that the process is completed in a timely, equitable, and well-documented manner.

2. Policy scope

This policy outlines a process for students to appeal the following types of academic decisions: reassessment of a final grade in a course; breaches of the university's academic integrity policy; and assessment of academic standing, including discontinuation from studies. For additional clarity, please note that grades for individual class assignments, such as labs, tests, or exams, cannot be formally appealed, with the exception of breaches of academic integrity.

3. Related policies and procedures

"Academic Integrity Policy"

"Code of Conduct for Non-Academic Infractions"

"Confidentiality and Privacy of Student Records"

"Exam Policy"

Academic Performance Review

3.1 Privacy of Student Records

All student information that is collected, assessed, shared, and/or reported as part of Cape Breton University's appeals of academic decisions policy is subject to the requirements of its "Confidentiality and Privacy of Student Records" policy.

. Responsibilities

4.1 Registrar

The Registrar is responsible for:

- promoting academic integrity as a foundational value through policy, administration, and resources;
- supporting faculty, staff, and students in the appeals process by ensuring that relevant policy documents are communicated clearly and are easily accessible; maintaining the impartiality, consistency, timeliness, and confidentiality of the appeals process;
- protecting the privacy of the student record.

4.2 Students

Students are responsible for:

- reading, understanding, and acting in accordance with the academic policies;

- reviewing course materials and seeking direction from appropriate faculty and staff to ensure an understanding of the expectations for academic integrity, performance and/or evaluation;
- retaining, as far as possible, all assignments and relevant materials pertaining to each course;
- familiarizing themselves with the “Appeals of Academic Decisions” policy and operating according to its timeline and expectations of fairness, timeliness, and impartiality.

4.3 Faculty members

Faculty members are responsible for:

- educating themselves on the Academic Policies and “Appeals of Academic Decisions” policy and following the policies consistently and equitably;
- participating fully in the appeals process consistent with this policy and the collegial expectations of the university community;
- considering the rationale for a student’s appeal of an academic decision in good faith while maintaining a commitment to the policies that uphold academic integrity, performance and evaluation;
- protecting the privacy of the student record.

4.4 Department Chairs, Associate Deans, and Deans

Department Chairs, Associate Deans, and Deans are responsible for:

- educating themselves on the Academic policy and “Appeals of Academic Decisions” policy and following the policies consistently and equitably;
- participating fully in the appeals process consistent with their specific roles, as prescribed in this policy, and the collegial expectations of the university community;
- advising faculty, staff, and students as they proceed through the appeals process, when appropriate;
- considering the rationale for a student’s appeal of an academic decision in good faith while maintaining a commitment to the policies that uphold academic, performance and evaluation; protecting the privacy of the student record.

5. Appeals of academic decisions

Students may appeal three types of academic decisions: a final grade in a course; a breach of the university’s academic integrity policy; and an assessment of academic standing, including suspension or dismissal from studies. Each type of appeal is defined and explained below.

Please note that each type of appeal will require students to meet different criteria for eligibility and may in involve different decision-making bodies within the university to ensure a fair and impartial process. Students may retain a support person internal to the university for assistance.

To begin an appeal of academic decisions, a student must complete a "Notice of Appeal" form available from the Registrar's Office or click below:

Appeal Application

This form must be completed within **14 business days** from when final grades are posted, an academic breach is issued or when a suspension or dismissal from studies is determined as identified in the academic calendar. Upon receipt of a completed form, the Registrar's Office will notify the relevant department chair and dean and the appeal process will begin.

5.1 Appeal of a Final Grade

A student may appeal a final grade in a course if they believe that the grading criteria have been inconsistently applied to them because of error, carelessness, discrimination, or breach of another university academic policy. For additional clarity, dissatisfaction with a final grade is not a basis for an appeal. Grades may be raised or lowered through the reassessment process, which is outlined below.

5.1.1 To begin an appeal, a student must complete a **"Notice of Appeal"** form as described above. The notice must identify the specific assignments, including essays, quizzes, tests, and/or exams, that the student believes were evaluated unfairly. If the specific assignments, or similar documents, were returned to the student, they must be included with the notice requesting reassessment.

5.1.3 Upon receipt of the "Notice of Appeal" from the Registrar's Office, the department chair will first request the instructor who issued the final mark to review the materials submitted. If the result of this preliminary review does not resolve the student's request, the student may request a panel assessment. If the grade being reassessed is that of the chair, then the department vice-chair preferably, or similar officer of the department executive, shall carry out the duties as specified in this section.

5.1.4 Upon receiving a request from the student for a panel assessment, the chair will empanel two full-time faculty members, one selected by the instructor and the other by the student requesting the reassessment; normally both members of the panel shall

have sufficient expertise in the discipline of the assignments being reassessed so that the appeal is addressed fairly.

5.1.4.1 The panel will review the evaluation criteria as described in the course syllabus and the student's work; the panel will endeavor to utilize the same criteria originally used to grade the other students in the class, to the extent that it is possible to do so. If the two members of the panel cannot agree on a mark, the average of the two re-assessments will be assigned.

5.1.4.2 The department chair will submit the decision of the panel to the Registrar via the 'decision form (link)' to record the revised grade (if applicable). The registrar will advise the student, the faculty member, and the relevant Dean(s) of the outcome of the panel decision.

5.1.5 The panel's decision may be appealed by the student to the Senate Appeals Committee.

5.2 Academic Integrity

A student may appeal the results of an academic integrity assessment if they believe that the academic integrity policy was applied unfairly due to error, carelessness, discrimination, or breach of another university academic policy. Students may appeal the decision that a breach of academic integrity has taken place and/or the level of seriousness of the breach and/or the assessed penalty. Disappointment with learning that a breach of the academic integrity policy has taken place is not grounds for an appeal. The level of the academic integrity breach and/or the assessed penalty may be raised or lowered through the reassessment process, which is outlined below.

5.2.1 To begin an appeal, a student must complete a "Notice of Appeal" form as described above. The notice must identify the specific assignment, quiz, test, and/or exam that the student believes was identified unfairly as in breach of the academic integrity policy. If the specific assignment was returned to the student, it must be included with the notice requesting reassessment of the academic integrity breach.

5.2.3 Upon receipt of the student's "Notice of Appeal," the department chair will first request the instructor who identified the academic integrity breach to review the materials submitted. If the academic integrity breach being reassessed was identified by

the department chair in their capacity as an instructor or if the chair was significantly involved in the assessment of the academic integrity breach in the first instance, then the department vice-chair preferably, or similar officer of the department executive, shall carry out the duties as specified in this section.

5.2.4 If the result of this preliminary review does not resolve the student's request, the student may request an appeal through the relevant Dean.

1. To initiate an appeal at this level, the student must write a letter to the Dean. The letter must identify the specific assignment, quiz, test, and/or exam that the student believes was identified unfairly as in breach of the academic integrity policy. If the specific document was returned to the student, it must be included with the letter requesting reassessment of the academic integrity breach. Finally, the letter must indicate the grounds for appeal.

If the relevant Dean was substantially involved in the determination of the original academic integrity breach, the Dean, in the interest of fairness, will refer the appeal to the Associate Dean or Dean's designate. Please note that, unlike the reassessment of final grades, there is no panel assessment at the level of the department for academic integrity breaches.

5.2.5 Consistent with section 8 of the "Academic Integrity Policy," the Dean will review all submitted materials, including the original finding of an academic integrity breach. The Dean will report the results of their review to the Department Chair, Registrar, faculty, and student.

5.2.6 The Dean's decision may be appealed by the student to the Senate Appeals Committee.

5.3 **Academic Standing**

A student may appeal the decisions of the Academic Performance policy, including restricted enrollment and suspension, if they believe that the policy was applied unfairly due to error, carelessness, discrimination, or breach of another university academic policy. To appeal a decision of restricted enrollment the student must go through the **relevant dean** as outlined in the Academic Performance Policy. To appeal a decision of Academic Suspension, the student must fill out a "**Notice of Appeal"** form; outlining the grounds for appeal, including any extenuating circumstances. These appeals go directly to the Senate Appeals Committee.

6. Senate Appeals Committee

The Senate Appeals Committee is made up of one student, two faculty members, and one school dean. It is the final recourse for students who feel they have been treated unfairly in an academic matter, as outlined in this policy. Any student who has exhausted all other avenues as outlined in this document and who still feels that they have grounds for a reversal of a decision, may serve notice of appeal to this committee for a final determination.

Steps to follow:

6.1 To begin an appeal of an academic decision to the Senate Appeals Committee, a student must submit a letter to the chair of the Senate Appeals Committee 1. explaining in detail the nature of the appeal, 2. providing all appropriate documentation and 3. indicating clearly the relief sought.

Chair of Senate Appeals Committee: Dean Rick Pierrynowski, School of Science and Technology, **Email:** Rick_Pierrynowski@cbu.ca

6.2. Upon receipt of this letter, the committee may take any of the following steps: (a) indicate to the student that all avenues have not been exhausted and request that the matter be resolved before it reaches this final stage; (b) request further information from the student and/or others involved in the matter; and (c) grant a hearing, at which time the student and others involved may be asked to appear before the committee. Students can also request a meeting. If a meeting is requested, a student can bring a support person from within CBU. The support person is meant to be a support, not an advocate who speaks on behalf of the student, however, may assist if there are language barriers.

6.3. The decision of the committee and reasons supporting it are communicated to the parties of the appeal. Decisions will go to the Registrar, who will communicate the result with the student and the Dean. The decision of the Appeals Committee is final. Questions, contact registrar@cbu.ca.

Core: 30 COMS credits (COMS1100, COMS2101, COMS2103, COMS2105, COMS3100, COMS3101, COMS4100) NOTE: COMS 2101, 3101 and 4100 must all focus on Applied Theatre.

Major: 48 credits in the major including

• at least 24 credits in DRAM including DRAM1101, DRAM2204, DRAM2205, DRAM3107, DRAM4100, NOT including COMM/DRAM/MUSI2105, DRAM/MUSI3108

• at least 12 credits of ENGL including 6 credits from amongst the following Dramatic Literature and Theory courses: ENGL 2240, ENGL 2606, ENGL2607, ENGL2642, COMM/DRAM/MUSI2105, COMM3151, ENGL3122, ENGL3241, ENGL3243, ENGL3301, ENGL3303, ENGL3320, ENGL3406, ENGL3407, ENGL3441, ENGL4240

• at least 6 credits in Arts Enterprise and Policy from amongst MGMT1603, MRKT1301, DRAM/MUSI3108, COMM3104/HIST3118, COMM3105/HIST3119, COMM3109, COMM3115, FOLK/MUSI3601, POLS3124, MRKT4305. Students wishing to propose other courses for this category are advised to speak with the program manager.

• at least 6 further credits chosen from DRAM, Dramatic Literature and Theory, and/or Arts Enterprise and Policy.

Of the 48 credits required in the Major subject, there shall be a maximum of 9 credits at the 1000 level and a minimum of 24 credits at the 3000 or 4000 level, of which at least 9 credits must be at the 4000 level. These requirements apply collectively to courses taken towards the major, regardless of discipline.

Minor: 24 credits in another academic discipline including a maximum of 9 credits at the 1000 level and a minimum of 6 credits at 3000 or 4000 level.

Electives: 18 credits

ARTICULATION AGREEMENT WITH COLLEGES

Articulation agreements exist with many colleges, such as the Nova Scotia Community College, New Brunswick Community College and College of the North Atlantic (Newfoundland), whereby students can receive credit toward diplomas and degrees at CBU for courses and programs completed at these institutions. Details about specific program transfer arrangements are available from the Office of the Registrar and Admissions or the appropriate school dean at CBU. Students must apply for and be offered admission and register at CBU before transfer credits are granted.

6.1 Assignment misconduct

Students breach academic integrity when they seek to deceive readers about the truthful origins or nature of their work. Assignment misconduct at Cape Breton University is itself divided into two further categories:

6.1.1 Plagiarism

Students plagiarize when they represent the work of others as their own, including words, ideas, information, data, computer code, images, and all other intellectual or creative material. In specific terms, students plagiarize when they submit work that:

- appears to be original work when it is, in whole, or in part, drawn from other sources without full and clear acknowledgement;
- is copied from other students;
- was purchased from, or generated by, a third party or service;
- has been previously submitted and graded, in whole or in part, in another course.

6.1.2 Fabrication and Falsification

It is a violation of academic integrity to invent data, sources, quotations, or other material with the aim of presenting that material as genuine research or experimental results.

Fabrication is not a violation in assignments where invention is specifically called for, as in the creation of art works, hypothetical scenarios and the like.

Data of any kind, including quotations, may not be altered so as to be misleading in its use as evidence and results.

Audit Courses

Registration is limited. Some courses are not available for audit; consult the Registrar's Officer for details.

A student normally audits a course out of personal interest. Students who wish to audit courses may attend with the permission of the instructor, but normally would not participate in written assignments or examinations set for the course. Students may change from audit to credit up to the final date for registration and adding of courses. They may change from credit to audit, up to the final date for dropping courses without academic penalty. Students changing from audit to credit will be assessed course tuition and fees. Credit will not be awarded for audit courses. Audits cost substantially less than the fee for the same course taken for credit. Courses taken for audit **may not** be challenged. Please see Calendar of Events for the relevant dates.

Audited Courses Regulations:

- Do not require proof of meeting academic pre-requisites
- Are not transferable for Academic Credit and are not able to be challenged for credit
- Are subject to space availability
    - Because space in many classes is limited, auditors are not permitted to register in courses which are at capacity.
- Fall under the same financial policies for refunds as credit courses
- Registrar's Office has final approval on all audits
- A grade of AUD will be applied to the Official University Transcript after completion of the course
- The number of audits might be limited to each student (Maximum one per term)
    - This does not apply to CBU Inclusive education students
- Some programs/courses may have restrictions related to Auditing
- Audited courses cannot be used to meet admission requirements or as prerequisites for other courses.

Averaging

Averages are computed for all students at the end of each term and at the end of the academic year. The average computed in December is replaced by the fall/winter average in April. Averages are computed using the results for all courses attempted.

Bachelor of Arts Core (30 Credits)	
Group 1: Literacy & Writing Effectiveness	Any 6 credits of English (with the exception of ENGL2601, 2604, 2605, 2633, 2625, 3621,3623) or FRNC2205
Group 2: Humanities	6 credits from among Humanities, Philosophy, History, Gender & Women's Studies, or Religious Studies
Group 3: Social Sciences	6 credits from among Anthro/Soc, Political Science, Economics or Mi'kmaq courses
Group 4: Arts, Communication and Culture	6 credits from among Music, Folklore, Communication, Art, Drama, French, Spanish, Gaelic, ENGL2604, ENGL2605
Group 5: Science, Logic and Numeracy	6 credits from among AN/S2200, PHIL2104, PHIL2221*, PHIL2223*, or Quantitative Research Methods (AN/S2212, POLS2162, or PSYC2101/PSYC3101, ENVS2103, Biology, Chemistry, Physics, Geology, MSIT, Accounting, Managment Science, or Mathematics * Not available for credit if you have PHIL2222

Bachelor of Arts

Additional requirements for Bachelor of Arts programs.

Of the 90 credits required for a 3-year Bachelor of Arts degree, no more than 42 credits shall be at the 1000 level, and of the 120 credits required for a 4-year Bachelor of Arts degree, no more than 45 credits may be at the 1000 level, except with the Dean’s permission.

Bachelor of Arts and Science in Environment

INTERDISCIPLINARY DEGREES

Bachelor of Arts and Science in Environment

The Interdisciplinary **Bachelor of Arts and Science in Environment** is jointly housed in the School of Arts and Social Sciences (SASS) and the School of Science and Technology (SST) and with support from Unama'ki College. The program is overseen by Deans Arja Vainio-Mattila (SASS) and David McCorquodale (SST), and is co-ordinated by a faculty member from each school, Dr. Dana Mount (English) and Dr. Deanne van Rooyen (Geology). BAS Environment is a 4-year degree with an Honours option and is designed for full-time study. The BAS Environment is interdisciplinary and requires students to pursue three streams simultaneously: a science concentration, an arts/social science concentration, and a core set of ENVS courses specially designed for this program, including a field course. Each year the theme of these courses may change to reflect a faculty's specialty, or a topical environmental issue. Respect for and inclusion of Indigenous knowledge is part of the Guiding Principles of the ENVS courses and students in all streams will have opportunity to take Mi'kmaq studies courses towards their degree. This program aims to prepare students to be active and responsible agents in the development of sustainable environmental practices.
Program co-ordinators, Dr. Deanne Van Rooyen and Dr. Dana Mount.

Admission Requirements:

High School credits: Five Grade 12 Advanced or Academic courses including English, Mathematics, Science (Biology, Chemistry or Physics), with an overall average of at least 75%. Additional science credits are highly recommended.
Letter of Interest: In addition to the standard CBU application, students must submit a letter of interest. The letter is an applicant's chance to express their own interest in the program. Applicants might want to describe, for example, how they became interested in the field, why they think they are suited for it, what extracurricular activities they have been involved in that relate to environmental issues, or how they hope to benefit from the program. Creative submissions will also be considered. For more information see the BAS Environment website or contact the Program Co-ordinators.

Transfer Students: Students with existing university credits can apply to the program if they have an overall average of 60%, and if they have the high school credits required for direct-entry applicants (see above). Students without the required high school mathematics or science credits can be accepted if they have completed a university-level science course with a laboratory component and a university-level mathematics course. Transfer credits will be assessed and granted according to existing CBU policies. Transfer students must also submit the Letter of Interest (see ab

INTERDISCIPLINARY DEGREES

Bachelor of Arts and Science in Environment

The Interdisciplinary **Bachelor of Arts and Science in Environment** is jointly housed in the School of Arts and Social Sciences (SASS) and the School of Science and Technology (SST) and with support from Unama'ki College. The program is overseen by Deans Andy Parnaby (SASS) and Rick Pierrynowski (SST), and is co-ordinated by a faculty member from each school, Dr. Dana Mount (English) and Dr. Kellie White (Biology). BAS Environment is a 4-year degree with an Honours option and is designed for full-time study. The BAS Environment is interdisciplinary and requires students to pursue three streams simultaneously: a science concentration, an arts/social science concentration, and a core set of ENVS courses specially designed for this program, including a field course. Each year the theme of these courses may change to reflect a faculty's specialty, or a topical environmental issue. Respect for and inclusion of Indigenous knowledge is part of the Guiding Principles of the ENVS courses and students in all streams will have opportunity to take Mi'kmaq studies courses towards their degree. This program aims to prepare students to be active and responsible agents in the development of sustainable environmental practices.
Program co-ordinators, Dr. Deanne Van Rooyen and Dr. Dana Mount.

Admission Requirements:

High School credits: Five Grade 12 Advanced or Academic courses including English, Mathematics, Science (Biology, Chemistry or Physics), with an overall average of at least 75%. Additional science credits are highly recommended.
Personal Statement: In addition to the standard CBU application, students must submit a personal statement. The statement is an applicant's chance to express their own interest in the program. Applicants might want to describe, for example, how they became interested in the field, why they think they are suited for it, what extracurricular activities they have been involved in that relate to environmental issues, or how they hope to benefit from the program. Creative submissions will also be considered. For more information see the BAS Environment website or contact the Program Co-ordinators.*

***Effective September 2023 the Personal Statement requirement for BASE admission will no longer be required.**

Transfer Students: Students with existing university credits can apply to the program if they have an overall average of 60%, and if they have the high school credits required for direct-entry applicants (see above). Students without the required high school mathematics or science credits can be accepted if they have completed a university-level science course with a laboratory component and a university-level mathematics course. Transfer credits will be assessed and granted according to existing CBU policies. Transfer students must also submit the Letter of Interest (see above).

Bachelor of Arts Community Studies

Admission Requirements

Required: Five Grade 12 advanced or academic courses including English, with an overall average of at least 65%.

Students may substitute one Grade 12 open course for one advanced or academic course, except where a particular course is specified.

Please refer to the School of Arts and Social Sciences section for further program information.

Bachelor of Business Administration

Admission Requirements

Required: Five Grade 12 advanced or academic courses including English and Mathematics or Pre-calculus Mathematics, with an overall average of at least 65%. Students may substitute one open course for one advanced or academic course, except where a particular course is specified.

Bachelor of Business Administration-Accounting Major

Admission Requirements:

Students who have completed year one or year two of the BBA degree program may apply for admission to the BBA Major in Accounting. Students must be in good academic standing with a minimum 60% average.

Bachelor of Business Administration- Marketing Major

Admission Requirements:

Students who have completed year one or year two of the BBA degree program may apply for admission to the BBA Major in Marketing. Students must be in good academic standing with a minimum 60% average.

Bachelor of Business Administration- Supply Chain Management Major

Admission Requirements:

Students who have completed year one or year two of the BBA degree program may apply for admission to the BBA Major in Supply Chain Management. Students must be in good academic standing with a minimum 60% average.

Please refer to the Shannon School of Business section for further program information.

Bachelor of Business Administration - Concentrations

The open elective concept provides sufficient flexibility for students to obtain a concentration in the business disciplines. This concept can be used to obtain concentrations by choosing business or other electives from the specific areas in addition to the required BBA core courses.

Economics (18 credits):

18 credits chosen from: ECON 2101; 2103; 2105; 3101; 3105; 4101; 4103 & 4105; FINC 4401 and 4408.

Finance (18 credits):

Required Courses: FINC3403 & FINC3401

Plus 12 credits
from: FINC2405, FINC3404, FINC4401, FINC4404, FINC4403, FINC4406, FINC4408, ECON3101, ECON3103, ECON3105

Information Technology (18 credits):

*ITEC Courses are not offered on campus at CBU

6 credits from MATH1116, ITEC1501, MATH1217, ITEC2503, ITEC3503, ITEC3507, ITEC4505

Plus 12 credits
from ITEC1503, ITEC1505, ITEC1506, ITEC2503, ITEC2504, ITEC2505, ITEC3505, ITEC3506, ITEC3508, ITEC

4503, ITEC4504, ITEC4506, ITEC4507, ITEC4508, ITEC4509 or ITEC4513.

Legal Studies (18 credits):

Required Courses: LEGL2501, LEGL2503, LEGL3501, LEGL3505 & LEGL3503

Plus 3 credits
from: LEGL3504, LEGL4501, LEGL4503, PUBH2103, PUBH3103, PUBH4105, ENVI2163, POLS2104, POLS3134

Human Resources (18 credits):

Required Courses: MGMT3605 & MGMT3604

Plus 12 credits
from: MGMT2603, MGMT3606, MGMT3601, MGMT4603, MGMT4604, MGMT4609, LEGL3503, LEGL3504.

Tourism Marketing and Management (27 credits):

Marketing Management Component (total of 9 credits):

MRKT2301 & MGMT3604 - Plus 3 credits from MRKT2303 or MRKT4307

Tourism Component (total of 9 credits):

MGMT4606, HATM1506 Plus elective

Hospitality Component (total of 9 credits):

HATM3505, HATM1501 & HATM1503

Bachelor of Business Administration (BBA)

The Bachelor of Business Administration degree is a four-year program (when completed on a full-time basis), in which students may pursue a concentration within different disciplines. The BBA degree program consists of a combination of core courses (60 credits) and elective courses (60 credits).

The BBA program allows students to develop an innovative program, which includes the core curriculum and elective courses and, if they choose, a business concentration. The degree may be completed

through full-time or part-time study. A co-operative education internship program is also available which is an opportunity to earn income and gain relevant work experience while completing the BBA degree requirements.

The Bachelor of Business Administration program is intended to prepare successful candidates for self-employment and careers in private and public enterprise, cooperatives, government service and for graduate study. One of the primary objectives of the BBA program is to provide a foundation in both business and the traditional liberal arts area.

Bachelor of Business Administration (BBA) with Co-op Option

The Bachelor of Business Administration degree is a four-year program (when completed on a full-time basis), in which students may pursue a concentration within different disciplines. The BBA degree program consists of a combination of core courses (60 credits) and elective courses (60 credits).

The BBA program allows students to develop an innovative program, which includes the core curriculum and elective courses and, if they choose, a business concentration. The degree may be completed through full-time or part-time study. **A co-operative education internship** program is also available which is an opportunity to earn income and gain relevant work experience while completing the BBA degree requirements. Students enrolled in BBA program are eligible to transfer into the **BBA Co-op Option** if they meet eligibility requirements of 30 credits completed and an overall average of 70%. Students must complete up to three co-op work terms which will count toward the elective credits in the existing program.

The Bachelor of Business Administration program is intended to prepare successful candidates for self-employment and careers in private and public enterprise, cooperatives, government service and for graduate study. One of the primary objectives of the BBA program is to provide a foundation in both business and the traditional liberal arts area.

Bachelor of Business Administration Major in Accounting

The BBA Major in Accounting program requires the completion of the BBA core curriculum. Students are required to complete ACCT3206 and ACCT3207 and ACCT3208 plus 18 credits of accounting electives. In addition, at least six credits must be at the 4000 level.

Please see Program Requirements for details.

Bachelor of Business Administration Major in Marketing

The BBA Major in Marketing program requires the completion of the BBA core curriculum. Students are required to complete MRKT2301, MRKT4323, MRKT4328 and 15 credits of marketing electives. In total, at least 12 credits must be at the 4000 level.

Please see Program Requirements for details.

Bachelor of Business Administration Major in Supply Chain Management

The BBA Major in Supply Chain Management program requires the completion of the BBA core curriculum. Students are required to
complete MGSC2103, MGSC2104, MGSC3103, MGSC3104, MGSC3108 and MGSC4101 plus 6 credits from: MGMT3607, MRKT3303, MRKT3304, ACCT3208, LEGL2501.

Please see Program Requirements for details.

Admission Requirements –
Bachelor of Education (2021)

Bachelor of Education Degree and Course Requirements for Program Acceptance (2022)

Candidates are required to have an undergraduate degree from a recognized university, with a minimum of 90 credit hours completed. Candidates in good academic standing, who have achieved an average of at least 65% throughout their undergraduate degree and an average of at least 70% in the last 60 credits attempted, are eligible for admission to the program. Candidates must also possess the following prerequisites:

Elementary Education Stream (Grades P-6)

- Social Studies: six credits in university social studies from among History (with a preference for local and Canadian History), Geography, Political Science, Anthropology, Sociology, Economics, Law, Classics, African Canadian Studies, Mi'kmaq Studies, Acadian Studies and/or Philosophy
- Science: Six credits in university science coursework from any one or combination of the following disciplines: Biology, Chemistry, Physics, Geology/Earth Sciences, Oceanography, and Environmental Studies
- Mathematics: Six credits in university Mathematics coursework with a preference for a course in fundamental concepts
- English: Six credits in university English coursework
- Three credits of Critical Study Coursework: a list of accepted courses can be found on the B.Ed. section of the CBU website.
- Three credits of Developmental Psychology: PSYC 2601 or equivalent three credits in university Developmental Psychology coursework.

Secondary Education (Grades 7-12):

First Teachable Area: A concentration of at least thirty credit hours of university coursework in a single discipline selected from below.

Second Teachable Area: A concentration of at least eighteen credit hours of university coursework in a second single discipline university coursework in a single discipline selected from below.

Intermediate/Secondary Teachables: Mi'kmaw Language, English, Math, French, Fine Arts (Drama/Theatre, Visual Art, Music, Dance), Technology, Science (Biology, Chemistry, Physics, Geology/Earth Sciences, Oceanography or Environmental Studies) and Social Studies (History, Geography, Political Science, Anthropology, Sociology, Economics, African Canadian Studies, or Mi'kmaq Studies). Business (Business Administration, Commerce, Marketing, Accounting, Finance, Organizationan Behaviour, Secretarial Arts), and Family Studies (Combination of courses from two of the following three areas: Foods and Nutrition, Family Dynamics and Textiles/Housing). Anthropology can be used as a second teachable area only.

Bachelor of Education

Cape Breton University offers the Bachelor of Education (Elementary and Intermediate/Secondary Education). Upon successful completion of this degree, students will be eligible to apply for teaching certification in Nova Scotia. This 60-credit degree is 15-months in duration (including the teaching internship). Classes commence each spring.

Bachelor of Emergency Management

This program has been terminated effective June 16, 2023, as approved by Cape Breton University Senate. Students in progress have five years to complete the program.

Emergency Management is an exciting and dynamic discipline committed to developing, implementing, maintaining and evaluating strategic management processes to prevent and mitigate, prepare for, respond to and recover from natural, technological or human-caused incidents. It's about understanding these events and contributing to safer and more resilient communities.

The program will be of interest to individuals who wish to expand their emergency management competencies, and are eligible to graduate with one of the following three credentials:

(1) Diploma in Emergency Management (45 credits);

(2) Bachelor of Emergency Management (90 credits); or

(3) Bachelor of Emergency Management (Major in Health Emergency Management) (120 credits).

Students will have the option to complete their credential through either part-time or full-time study, and by attending classes on-campus or via distance learning.

Please refer to the Shannon School of Business for further program information.

Bachelor of Emergency Management (Major in Health Emergency Management)

(This program is currently under review and suspended for new admissions)

(120 credits)

Emergency Management is an exciting and dynamic discipline committed to developing, implementing, maintaining and evaluating strategic management processes to prevent and mitigate, prepare for, respond to and recover from natural, technological or human-caused incidents. It's about understanding these events and contributing to safer, and more resilient and sustainable communities.

This program will be of interest to individuals who wish to expand their competencies in health emergency management while having the option to study either part-time or full-time, and either entirely on-line or by attending classes on-campus.

Bachelor of Emergency Management

Cape Breton University Academic Calendar

(90 credits)

(This program is currently under review and suspended for new admissions)

Emergency Management is an exciting and dynamic discipline committed to developing, implementing, maintaining and evaluating strategic management processes to prevent and mitigate, prepare for, respond to and recover from natural, technological or human-caused incidents. It's about understanding these events and contributing to safer, and more resilient and sustainable communities.

This program will be of interest to individuals who wish to expand their emergency management competencies while having the option to study either part-time or full-time, and either entirely on-line or by attending classes on-campus.

Bachelor of Engineering Technology

This Degree is available in five distinct technical disciplines: 1) Chemical, 2) Electronics & Controls, 3) Environmental Studies, 4) Manufacturing and 5) Petroleum.

1. Bachelor of Engineering Technology (Chemical) and (Advanced Chemical)

Admission Requirements

High School Graduates: Five Grade 12 advanced or academic courses including English, Mathematics and two sciences (Physics and Chemistry are recommended, with an overall average of at least 65%). Environmental Science 12 may be used as the second science with biology, chemistry or physics.

Diploma/Degree Graduates: Appropriately accredited community college diploma at the technologist level or university science degree, where the programs are a reasonable match. CBU has agreements with many colleges which specify the matching programs and, in some cases, matching courses that allow transfer credits.

Partially Completed Diploma/Degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the Chemistry Department.

2. Bachelor of Engineering Technology (Electronics and Controls):

Admission Requirements

High School Graduates: Five Grade 12 advanced or academic courses including English and Mathematics, and two other sciences (Physics is recommended); with an overall average of at least 65%.

Diploma/Degree Graduates: Appropriately accredited community college diploma at the technologist level or university science degree in electrical/electronics and closely related programs only. CBU has agreements with many colleges which specifies the matching programs and, in some cases, matching courses that allow transfer credits.

Partially Completed Diploma/Degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the Engineering Department.

3. Bachelor of Engineering Technology (Environmental Studies)

Admission Requirements

High School Graduates: Five Grade 12 advanced or academic courses including English, Mathematics and two sciences (Physics and Chemistry are recommended, with an overall average of at least 65%). Environmental Science 12 may be used as the second science with biology, chemistry or physics.

Diploma/Degree Graduates: Appropriately accredited community college diploma at the technologist level or university science degree, where the programs are a reasonable match. CBU has agreements with many colleges which specify the matching programs and, in some cases, matching courses that allow transfer credits.

Partially Completed Diploma/Degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the Engineering Department.

4. Bachelor of Engineering Technology (Manufacturing)

Admission Requirements

Currently, applications will be accepted into the Manufacturing stage only, with the successful completion of an acceptable Technology diploma.
PLEASE NOTE THAT THE MECHANICAL ENGINEERING TECHNOLOGY DIPLOMA PROGRAM IS CURRENTLY UNDER REVIEW. INTERESTED STUDENTS SHOULD CONTACT THE ENGINEERING DEPARTMENT FOR FURTHER INFORMATION. The Bachelor of Engineering Technology Degree (Manufacturing) remains available to graduates of acceptable Technology Diploma Programs.

High School Graduates: Five Grade 12 advanced or academic courses including English and Mathematics and two sciences; (Physics is recommended) with an overall average of at least 65%.

Diploma/Degree Graduates: Appropriately accredited community college diploma at the technologist level or university science degree, where the programs are a reasonable match. CBU has agreements with many colleges which specifies the matching programs and, in some cases, matching courses that allow transfer credits. Contact the department for details.

Partially Completed Diploma/Degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the Engineering department.

5. Bachelor of Engineering Technology (Petroleum)

Admission Requirements

High School Graduates: Five Grade 12 advanced or academic courses including English, Mathematics and two other sciences; (Physics and Chemistry recommended) with an overall average of at least 65%.

Diploma/Degree Graduates: Appropriately accredited community college diploma at the technologist level, or university science degree, where the programs are a reasonable match. CBU has agreements with many colleges which specifies the matching programs and, in some cases, matching courses that allow transfer credits.

Partially completed diploma/degree: Admissions and course selection will be done on an individual basis in consultation with an academic advisor from the Engineering Department.

Please see the School of Science and Technology section for further program information.

Bachelor of Engineering Technology

Cape Breton University (CBU) has a well-earned reputation for excellence in the development and delivery of technological education. The culmination of our expertise in this area is reflected in the innovative Bachelor of Engineering Technology (BET) Degree.

The BET Degree program prepares students to successfully meet the challenges and opportunities facing today's technical graduates. This Degree is available in five distinct technical disciplines:

1) Bachelor of Engineering Technology (Chemical)

The Bachelor of Engineering Technology in Chemical is a program with three- or four-year options. Combining theoretical principles with technical expertise, this degree takes an applied approach to not only chemical processes, but instrumentation and sample analyses. With great relevance to other fields of study such as engineering and nanotechnology, medicine and dentistry, food sciences and environmental sciences, the Chemical Engineering Technology programs provide a gateway into many interesting and opportunity-filled careers.

Students have great opportunities for hands-on research with state-of-the-art equipment, including a 400 MHz NMR spectrometer, FT-IR, FT-Raman, UV/Vis spectrometers, UPLC-MSMS/PAD, HPLC, GC-FID, GC-MS, atomic absorption spectrometer and a 28 core Linux cluster.

Program Options at CBU

The BET 3-year Chemical and 4-year Advanced Chemical programs are available through different pathways:

- Direct entry
- Advanced standing Post Diploma
- Advanced standing Post Degree

Post Diploma and Post Degree admissions will require a minimum of 50% of their BET degrees to be completed at CBU. Therefore, a maximum of 45-credits (15, one term courses) may be transferred from an appropriate program at an approved post-secondary institution to the 3-year, 90-credit BET (Chemical) and a maximum of 60-credits (20, one term courses) may be transferred from an appropriate program at an approved post-secondary institution to the 4-year, 120-credit BET (Advanced Chemical).

Please see Program Details for more on the structure of this degree. Please see Admission Requirements for entry into this program.

Note: The BET degrees do not lead to a professional engineering designation.

2) Bachelor of Engineering Technology (Electronics & Controls)

Cape Breton University (CBU) has a well-earned reputation for excellence in the development and delivery of technological education. The culmination of our expertise in this area is reflected in the innovative Bachelor of Engineering Technology (BET) Degree.

The BET Degree program prepares students to successfully meet the challenges and opportunities facing today's technical graduates. This degree program combines theoretical principles with hands-on experience and technical courses related to electronics, instrumentation and computer control industry. Aspects unique to electrical engineering, analog/digital design, industrial instrumentation/control, microelectronics and wireless systems are emphasized.

Program Options

The BET 3-year Electronics and Controls and 4-year Advanced Electrical programs are available through different pathways:

Direct entry
Advanced standing Post Diploma
Advanced standing Post Degree

TA maximum of 45-credits (15, one term courses) may be transferred from an appropriate program at an approved post-secondary institution to the 3-year, 90-credit BET (Electronics & Controls) and a maximum of 60-credits (20, one term courses) may be transferred from an appropriate program at an approved post-secondary institution to the 4-year, 120-credit BET (Advanced Electrical).

The BET (Electronics & Controls) degree is normally a three-year (six academic term) program. This can be accomplished through either the BET (ELEC) 90 credit option or the BET(ELEC) 102 credit option. Students who choose the 102 credit pathway, will also earn a Diploma in Electrical Engineering Technology (Instrumentation and Controls). This will allow students wishing to start their careers early, to choose to graduate with the Electrical Engineering Technology (Instrumentation and Controls) Diploma after successfully completing terms one to four of the 102 credit option.

Please see Program Details for more on the structure of this degree. Please see Admission Requirements for information on entry into the program.

Note: The Bachelor of Engineering Technology degrees do not lead directly to a Professional Engineering designation.

3) Bachelor of Engineering Technology (Environmental Studies)

This degree program combines theoretical principles with the hands-on experience and technical courses related to the understanding of biological, chemical, geological and engineering principles applied to the environment. Aspects unique to assessment of the quality of air, water and soil; the management of pollutants and waste products and sustainable development are emphasized. The

Bachelor of Engineering Technology (Environmental Studies) Degree is normally a three year (six academic term) program.

Graduates from this program have successful careers in engineering consulting, with all levels of government and industry and in various public corporations.

Program Options

The BET 3-year Environmental Studies program is available through different pathways:

Direct entry
Advanced standing Post Diploma
Advanced standing Post Degree

Post Diploma and Post Degree admissions will require a minimum of 50% of their BET degrees to be completed at CBU. Therefore, a maximum of 51-credits (17, one term courses) may be transferred from an appropriate program at an approved post-secondary institution to the 3-year, 105 credit BET (Environmental Studies).

Please see Program Details for more on the structure of this degree. For more information on entry into this program please see Admission Requirements.

Note: The Bachelor of Engineering Technology degrees do not lead directly to a Professional Engineering designation.

4) Bachelor of Engineering Technology (Manufacturing)

This degree program combines theoretical principles with the hands-on experience and technical courses related to the manufacturing industry. Aspects unique to mechanical engineering, design, materials properties, machines/robotics, along with quality, cost and human factors in manufacturing operations are emphasized. The program is available in a three-year format.

The extraordinary quality of this program was nationally recognized for innovation by the 2003 Yves Landry Award, as Canada's Top Manufacturing Program.

Program Options

The BET Manufacturing degree is available through different pathways:

Advanced standing Post Diploma
Advanced standing Post Degree

Please see Program Details for more on the structure of this degree. Please see Admission Requirements for entry into this program.

Note: The Bachelor of Engineering Technology degrees do not lead directly to a Professional Engineering designation.

5) Bachelor of Engineering Technology (Petroleum)

This degree program combines theoretical principles with the hands-on experience and technical courses related to the offshore petroleum industry. Aspects unique to exploration, drilling, and production operations in the marine environment are emphasized. The program is available in a three-year format.

Program Options

The BET 3-year Petroleum program is available through different pathways:

- Direct entry
- Advanced standing Post Diploma
- Advanced standing Post Degree

Post Diploma and Post Degree admissions will require a minimum of 50% of their BET degrees to be completed at CBU.

Please see Program Details for more on the structure of this degree. Please see Admission Requirements for information on entry into this program.

Note: The Bachelor of Engineering Technology degrees do not lead directly to a Professional Engineering designation.

Bachelor of Engineering Technology (Chemical)

The Bachelor of Engineering Technology in Chemical is a program with three or four year options. Combining theoretical principles with technical expertise, this degree takes an applied approach to not only chemical processes, but instrumentation and sample analyses. With great relevance to other fields of study such as engineering and nanotechnology, medicine and dentistry, food sciences and environmental sciences, the Chemical Engineering Technology programs provide a gateway into many interesting and opportunity-filled careers.

Students have great opportunities for hands-on research with state-of-the-art equipment, including a 400 MHz NMR spectrometer, FT-IR, FT-Raman, UV/Vis spectrometers, UPLC-MSMS/PAD, HPLC, GC-FID, GC-MS, atomic absorption spectrometer and a 28 core Linux cluster.

Program Options at CBU

The BET 3-year Chemical and 4-year Advanced Chemical programs are available through different pathways:

- Direct entry
- Advanced standing Post Diploma
- Advanced standing Post Degree

Post Diploma and Post Degree admissions will require a minimum of 50% of their BET degrees to be completed at CBU. Therefore, a maximum of 45-credits (15, one term courses) may be transferred from an appropriate program at an approved post-secondary institution to the 3-year, 90-credit BET (Chemical) and a maximum of 60-credits (20, one term courses) may be transferred from an appropriate program at an approved post-secondary institution to the 4-year, 120-credit BET (Advanced Chemical).

Please see Program Details for more on the structure of this degree. Please see Admission Requirements for entry into this program.

Note: The BET degrees do not lead to a professional engineering designation.

Bachelor of Engineering Technology (Electronics & Controls)

Cape Breton University (CBU) has a well-earned reputation for excellence in the development and delivery of technological education. The culmination of our expertise in this area is reflected in the innovative Bachelor of Engineering Technology (BET) Degree.

The BET Degree program prepares students to successfully meet the challenges and opportunities facing today's technical graduates. This degree program combines theoretical principles with hands-on experience and technical courses related to electronics, instrumentation and computer control industry. Aspects unique to electrical engineering, analog/digital design, industrial instrumentation/control, microelectronics and wireless systems are emphasized.

Program Options

The BET 3-year Electronics and Controls and 4-year Advanced Electrical programs are available through different pathways:

Direct entry
Advanced standing Post Diploma
Advanced standing Post Degree

Post Diploma and Post Degree admissions will require a minimum of 50% of their BET degrees to be completed at CBU. Therefore, a maximum of 45-credits (15, one term courses) may be transferred from an appropriate program at an approved post-secondary institution to the 3-year, 90-credit BET (Electronics & Controls) and a maximum of 60-credits (20, one term courses) may be transferred from an appropriate program at an approved post-secondary institution to the 4-year, 120-credit BET (Advanced Electrical).

The BET (Electronics & Controls) degree is normally a three-year (six academic term) program. Students wishing to start their careers early may choose to graduate with the Electrical Engineering Technology (Instrumentation and Controls) Diploma after successfully completing terms one to four.

Please see Program Details for more on the structure of this degree. Please see Admission Requirements for information on entry into the program.

Note: The Bachelor of Engineering Technology degrees do not lead directly to a Professional Engineering designation.

Bachelor of Engineering Technology (Environmental Studies)

This degree program combines theoretical principles with the hands-on experience and technical courses related to the understanding of biological, chemical, geological and engineering principles applied to the environment. Aspects unique to assessment of the quality of air, water and soil; the management of pollutants and waste products and sustainable development are emphasized. The Bachelor of Engineering Technology (Environmental Studies) Degree is normally a three-year (six academic term) program.

Graduates from this program have successful careers in engineering consulting, with all levels of government and industry and in various public corporations.

Program Options

The BET 3-year Environmental Studies program is available through different pathways:

Direct entry

Advanced standing Post Diploma

Advanced standing Post Degree

Post Diploma and Post Degree admissions will require a minimum of 50% of their BET degrees to be completed at CBU. Therefore, a maximum of 51-credits (17, one term courses) may be transferred from an appropriate program at an approved post-secondary institution to the 3-year, 105 credit BET (Environmental Studies).

Please see **Program Details** for more on the structure of this degree. For more information on entry into this program please see **Admission Requirements.**

Note: The Bachelor of Engineering Technology degrees do not lead directly to a Professional Engineering designation.

Bachelor of Engineering Technology (Environmental Studies)

This degree program combines theoretical principles with the hands-on experience and technical courses related to the understanding of biological, chemical, geological and engineering principles applied to the environment. Aspects unique to assessment of the quality of air, water and soil; the management of pollutants and waste products and sustainable development are emphasized. The Bachelor of Engineering Technology (Environmental Studies) Degree is normally a three-year (six academic term) program.

Graduates from this program have successful careers in engineering consulting, with all levels of government and industry and in various public corporations.

Program Options

The BET 3-year Environmental Studies program is available through different pathways:

Direct entry

Advanced standing Post Diploma

Advanced standing Post Degree

Post Diploma and Post Degree admissions will require a minimum of 50% of their BET degrees to be completed at CBU. Therefore, a maximum of 51-credits (17, one term courses) may be transferred from an appropriate program at an approved post-secondary institution to the 3-year, 105 credit BET (Environmental Studies).

Please see **Program Details** for more on the structure of this degree. For more information on entry into this program please see **Admission Requirements.**

Note: The Bachelor of Engineering Technology degrees do not lead directly to a Professional Engineering designation.

Bachelor of Engineering Transfer Program (Engineering Diploma)

The Engineering transfer program is offered at CBU on an associate basis with Dalhousie University. CBU is one of the few associated universities to offer the first two years of all eight engineering disciplines which include; Chemical, Civil, Electrical & Computer, Environmental, Industrial, Mechanical, Material and Mineral Engineering.

The first year of the program is common for all eight discipline options. At the end of the first year the student must make a decision on a specialty. Application is made at this time to both CBU and Dalhousie for a seat in the particular discipline of choice.

During year two, the student is registered at both CBU and Dalhousie University. Providing the student satisfies the conditions in the acceptance letter at CBU for the specific year two discipline, continuation at Dalhousie University for year three of the four-year program is guaranteed.

Dalhousie and Cape Breton University engineering program regulations require a minimum of 2.00 GPA average in the 23 engineering courses taken at CBU.

Students should also be aware that a BSc in either Chemistry or Mathematics could be combined with the Engineering Diploma. This program requires three years of study at CBU, followed by two years at Dalhousie University.

Students in all Engineering options are required to write the Calculus Readiness Test for entry intot he required MATH1105 or MATH1101 course. (See Calendar of Events) for exam times.

Please see Program Details for more on the structure of this degree. Please see Admission Requirements for information on entry into the program.

Please use the table below to calculate your GPA.

GPA Grade Converter			
FROM	**TO**	**GRADE**	**GRADE PTS**
90	100	A+	4.3
85	89	A	4
80	84	A-	3.7
77	79	B+	3.3
73	77	B	3
70	72	B-	2.7
65	69	C+	2.3
60	64	C	2
55	59	C-	1.7
50	54	D	1

CBU/ Dalhousie University BEng Writing Elective Guidelines

*This list is subject to change and was most recently revised October 23, 2020.

The two objectives of the BEng writing electives are:

1. To introduce the engineering student to ways of thinking in the humanities and social sciences, and
2. To enhance the written communication skills of engineering students.

The following courses are acceptable for the BEng writing electives:

- **COMM 1103**: Introduction to Interpersonal Communication
- **COMM 2101**: Research Concepts
- **COMM 2175**: Issues in Media Studies
- **DRAM 2101**: Introduction to Acting
- **ENGL 1104**: Reading and Writing about Industry and the Economy
- **ENGL 1106**: Introduction to Literature: Literary Prose
- **ENGL 1107**: Reading and Writing about Media and Culture
- **ENGL 1108**: Introduction to Literature: Poetry and Drama
- **ENGL 1109**: Reading and Writing about Science
- **ENGL 2604**: Film Form and Style
- **ENGL 2605**: Film Genre and Authorship
- **FOLK 2101**: Cultural Heritage of Cape Breton
- **FOLK 2109**: Material Culture
- **FOLK 2401**: Folk Literature
- **FOLK 2406**: Vernacular Architecture
- **GWST/HIST/RELS 2193**: Women in Eastern Religious Tradition
- **HIST 1101**: The Ascent of Humankind I
- **HIST 1103**: The Ascent of Humankind II
- **HIST/COMM 2116**: History Goes to the Movies
- **HIST 2117**: America: Freedom and Empire
- **HIST 2133**: The History Workshop
- **MIKM 2106**: Indigenous Musics: North America
- **MIKM 3127**: Early L'nu History
- **MUSI 1101**: Experiencing Music
- **MUSI 2101**: Music and Culture
- **MUSI 2106**: Introducing Dance
- **PHIL/RELS 2109**: The Existence of God

- **PHIL 2115**: Ethics and the Law
- **PHIL 2221**: Science and Society
- **PHIL 2223**: Technology and Society
- **POLS 1101**: Politics, Law and Social Justice: Canadian Perspectives
- **POLS 1103**: Politics, Law and Social Justice: International Perspectives
- **POLS 2117**: Children's Rights
- **RELS 2143**: Religion and Popular Culture
- **RELS 2191**: Women in Western Religious Tradition

If a student wishes to take a course that is not on the above list, they must receive approval from the Director of Engineering *and* the Dean of Science and Technology.

Note that COMM 1105 and first year PHIL courses no longer count as writing electives.

Please contact Helen Xia (helen_xia@cbu.ca) or Allison Mackie (allison_mackie@cbu.ca) for more information or to begin the approval process.

Bachelor of Health Sciences (Public Health)

The Bachelor of Health Sciences (Public Health) program is devoted to the environmental health dimension of public health. It is accredited by the Canadian Institute of Public Health Inspectors and graduates are academically eligible to sit for national certification examinations leading to the credential Certified Public Health Inspector (Canada) - CPHI(C). The program is available in a four-year option, a two-year post-diploma/degree accelerated option and a one-year professional degree completion option, available via distance education for those already holding the CPHI(C) credential.

Bachelor of Hospitality and Tourism Management

Admission Requirements

Required: Five Grade 12 advanced or academic courses including English and Mathematics with a minimum average requirement of 65%.

Students may substitute one open course for one advanced or academic course, except where a particular course is specified.

Please refer to the Shannon School of Business section for further program information.

Bachelor of Hospitality and Tourism Management

The Bachelor of Hospitality and Tourism Management program is a three-year general degree offered through the Shannon School of Business that encompasses courses spread over the Hospitality, Tourism, Business/Management, Humanities, Social Science and English academic disciplines.

The BHTM includes two required Internships that represent 540 hours of work. This is approximately 16 weeks at 35 hours per week. Placements can be taken in any semester, but May and September are the most likely times to engage in industry.

Students are responsible to secure their own internship opportunities, but must ensure that the position satisfies the requirements of the internship. Students must meet with the Student Placement Officer, and general sessions are held to provide students the information they need to be successful. It should be noted that many employers contact our program to recruit employees for their position(s).

Bachelor of Hospitality and Tourism Management

The Bachelor of Hospitality and Tourism Management program is a three-year general degree offered through the Shannon School of Business that encompasses courses spread over the Hospitality, Tourism, Business/Management, Humanities, Social Science and English academic disciplines.

The BHTM includes two required Internships that represent 540 hours of work. This is approximately 16 weeks at 35 hours per week. Placements can be taken in any semester, but May and September are the most likely times to engage in industry.

Students are responsible to secure their own internship opportunities, but must ensure that the position satisfies the requirements of the internship. Students must meet with the Student Placement Officer, and general sessions are held to provide students the information they need to be successful. It should be noted that many employers contact our program to recruit employees for their position(s).

Bachelor of Science Community Studies

Admission Requirements

Required: Five Grade 12 advanced or academic courses including English; two Sciences (one of which must be Biology, Chemistry, or Physics); and Mathematics or pre-calculus Mathematics with an overall average of at least 65%. Recommended: Pre-calculus Mathematics.

Students may substitute one open course for one advanced or academic course except where a particular course is specified.

Environmental Science 12 may be used as the second science with Biology, Chemistry or Physics.

It is strongly recommended that students contact CBU's Student Advisors to discuss their two work placements within the first year of their program.

Please refer to the School of Science and Technology section for further program information.

Bachelor of Science in Human Nutrition (Transfer)

Admission Requirements

Five grade 12 academic or advanced courses including English; Math (any grade 12 academic or advanced math is suitable), two of Biology, Chemistry, Environmental Science, Food Science, Geology, or Physics; one other academic or advanced course with an average of at least 65%. Chemistry and one of Biology or Food Science is recommended. Students may substitute one Grade 12 open course for the one other academic or advanced course.

Students are responsible for ensuring that they have taken the pre-requisite course (s) for all CBU courses required for the Nutrition transfer option, prior to registration. Please contact Dr. Barre for details. Ed_Barre@cbu.ca

Bachelor of Science in Human Nutrition (Transfer)

Cape Breton University offers courses in Nutrition, Chemistry, Biology, Microbiology, Mathematics, and Business, and social sciences and humanities electives that will generally allow students to complete the first two years towards a degree in Human Nutrition at other Universities in the Atlantic Region. Students interested in the Nutrition option are responsible for confirming with the institution at which they plan to finish the degree, the transferability of their CBU courses. Students wishing to complete an Honours BSc. in Human Nutrition, in a total of four years, must ensure with the receiving university that the courses stated below will allow this.

Cape Breton University has articulation transfer agreements in Human Nutrition with St. Francis Xavier University in Antigonish, Nova Scotia, Mount Saint Vincent University in Halifax, Nova Scotia and the University of Prince Edward Island in Charlottetown, Prince Edward Island. For more information please contract Dr. Edward Barre, Professor of Human Nutrition (E: ed_barre@cbu.ca; T: 902-563-1921).

Bachelor of Science Nursing

Nursing is a distinctive health profession, both an art and a science that focuses on health promotion, maintenance and restoration, illness prevention and palliative care. CBU believes that nurses are key to the overall health of society.

The Bachelor of Science, Nursing (BScN) is a program that prepares nurses to practice in a variety of health care settings. The curriculum is a blend of biological, social sciences, humanities and nursing courses, combining academic and professional theory with nursing practice. In 2016, the CBU nursing program adopted a model of concept-based learning to keep pace with the evolving nature of nursing education. A concept-based curriculum aides in assisting students to develop the high level of clinical reasoning and nursing judgement needed to respond to the complexity of today's health care system. Concept-based learning is student-centered and student-directed. Students are encouraged to be active learners; to delve into course content, and to learn how to access information independently.

Please refer to the School of Education and Health section for further program information.

Bachelor of Science Nursing with Advanced Major

The Advanced Major is a directed study course that permits students to pursue their interest in a particular nursing topic. The student program of study will be supervised by a member of the Nursing Department. Through a series of learning activities and assignments, students will gain experience in developing a complete research proposal. The Advanced Major fulfills the requirements of a three-credit elective and may be pursued in Semester VII of the BScN program. Students who wish to enter the Advanced Major must apply by March 31st of Semester VI. Students application must be approved by the Department Chair.

Bachelor of Science Nursing

The Bachelor of Science Nursing (BScN) is a program that prepares nurses to practice in a variety of health care settings. The curriculum is a blend of biological, social sciences, humanities and nursing courses, combining academic and professional theory with nursing practice. In 2016, the CBU nursing program adopted a model of concept-based learning to keep pace with the evolving nature of nursing education. A concept-based curriculum aide in assisting students to develop the high level of clinical reasoning and nursing judgement needed to respond to the complexity of today's health care system. Concept-based learning is student-centered and student-directed. Students are encouraged to be active learners; to delve into course content, and to learn how to access information independently.

For more information on Bachelor of Science Nursing please visit our web page.

Cape Breton University BScN Student Education Options

Advanced Major

Nursing Specialty Focus Option

The Nursing Speciality Focus option is designed to provide students with the opportunity to explore an area of nursing in-depth through specialized courses and focussed nursing practice experiences. The goal is to expand the students' knowledge, skills, and abilities in relation to a specific area of nursing. The courses associated with the Nursing Speciality Foci are offered in conjunction with Dalhousie University and are open to all nursing students in the province.

Admission Requirements

• Passing grade in all previous courses taken to fulfill the BScN degree requirements.

To fulfill the requirements of a Nursing Speciality Focus - students must complete:

• Two, three-credit theory courses. The courses will be taken on-line in Semester 6 and Semester 7 and may be taken in-lieu of the required electives.
• An associated six week, six-credit nursing practice experience in a related practice area. The nursing practicum will take place in Semester 7 and will be associated with NRSG 4900.

Presently there are three approved Nursing Speciality Foci Options:

Acute Care Nursing Speciality Focus:
Semester 6 – NRSG 4471 Emergency Preparedness
Semester 7 – NRSG 4472 Acute & Critical Care Nursing and NRSG 4900 Nursing Practice Integration V

Mental Health Nursing Speciality Focus:
Semester 6 - NRSG 4371 Addictions Nursing
Semester 7 - NRSG 4372 Mental Health Nursing and NRSG 4900 Nursing Practice Integration V

Public Health Nursing Focus:
Semester 6 – NRSG 4381 Public Health Nursing
Semester 7 – NRSG 4380 Intro to Epidemiology Methods and NRSG 4900 Nursing Practice Integration V

NOTE: Students may also take any of the above on-line courses as electives without fulfilling the full requirements of a particular nursing focus.
Additional nursing elective courses may be offered by CBU, STXFU, or Dalhousie and will be open to all nursing students in the province. Information on these courses will be provided as it becomes available.

Bachelor of Science

Three- and four-year degrees are available in Biology, Chemistry, Mathematics and Psychology. There are four different categories of BSc programs: the three-year general program, the four-year major

program, the four-year honours program and the four-year double major program. Students may specialize in Biology, Chemistry, Mathematics or Psychology in either a three- or four-year BSc program.

Students may choose to enter any of the BSc program options when they begin their BSc. Those who begin in the three-year program may change to a four-year program at a later date, if they meet program requirements for average and grades. Students who begin in a four-year program must attain the required average and grades to remain in the program. Students planning to take a calculus course must write the Calculus Readiness Test.

Bachelor of Social Work

Cape Breton University's Bachelor of Social Work (BSW) program is designed to prepare the next generation of social workers with practice-ready skills to address social and systemic inequities. In response to pressing socio-economic crises and healthcare challenges, the BSW program uses a trauma-informed lens which emphasizes bio-psycho-social determinants of health, reconciliation with Indigenous peoples and decolonization of social work practice, generational dimensions of poverty and addiction and culturally safe practices and care.

The BSW curriculum is relevant to practice across Nova Scotia and beyond wherever rural, Indigenous and de-industrialize communities are found and intersect.

An accelerated 16-month program pre-accredited through the Canadian Association of Social Work Education (CASWE), the BSW program adheres to the core learning objectives of CAWSE while maintaining the commitments to an inclusive and supportive learning environment that enables ongoing self-reflection and the integration of theory, research and practice through hands-on learning experiences. The BSW program offers opportunities for intra-professional collaboration and aims to thoughtfully prepare practice ready social workers for the profession. The BSW program is delivered full-time, on campus with the exception of two field practicums.

Completion of an undergraduate degree is required for admission into the BSW program.

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The BSW curriculum is relevant to practice across Nova Scotia and beyond wherever rural, Indigenous and de-industrialize communities are found and intersect.

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Completion of an undergraduate degree is required for admission into the BSW program.

Bachelor of Technology Information

The Bachelor of Technology Information (BTI) degree is a four-year, co-operative education program consisting of 40 three credit courses (120 credits) and three optional work placements.

The BTI degree equips its graduates with the essential information technology (IT) skills necessary for them to be both adaptable and innovative in the dynamic business world of IT. Courses are taught in both classroom and computer laboratory environments and are continually updated to reflect current business and industry standards. The BTI degree prepares graduates for careers as systems analysts, project leaders, programmers, consultants, network administrators and application support personnel.

The BTI degree program is now offered only in Egypt through CBU's partnership with Canadian International College (CIC).

Bachelor of Arts Community Studies/Bachelor of Business Administration

For further information on the Bachelor of Business Administration program requirements and regulations, please click here. For further information on the Bachelor of Arts Community Studies program requirements and regulations, please click here.

This is a dual degree program. Credentials will be awarded for both Bachelor of Arts Community Studies and Bachelor of Business Administration. Program requirements must be met for both programs.

Bachelor of Engineering Technology (Petroleum)

This degree program combines theoretical principles with the hands-on experience and technical courses related to the offshore petroleum industry. Aspects unique to exploration, drilling, and production operations in the marine environment are emphasized. The program is available in a three year format.

Program Options

The BET 3-year Petroleum program is available through different pathways:

- Direct entry
- Advanced standing Post Diploma
- Advanced standing Post Degree

Post Diploma and Post Degree admissions will require a minimum of 50% of their BET degrees to be completed at CBU.

Please see Program Details for more on the structure of this degree. Please see Admission Requirements for information on entry into this program.

Note: The Bachelor of Engineering Technology degrees do not lead directly to a Professional Engineering designation.

Bachelor of Engineering Technology (Manufacturing)

This degree program combines theoretical principles with the hands-on experience and technical courses related to the manufacturing industry. Aspects unique to mechanical engineering, design, materials properties, machines/robotics, along with quality, cost and human factors in manufacturing operations are emphasized. The program is available in a three year format.

The extraordinary quality of this program was nationally recognized for innovation by the 2003 Yves Landry Award, as Canada's Top Manufacturing Program.

Program Options

The BET Manufacturing degree is available through different pathways:

- Advanced standing Post Diploma
- Advanced standing Post Degree

Please see **Program Details** for more on the structure of this degree. Please see **Admission Requirements** for entry into this program.

Note: The Bachelor of Engineering Technology degrees do not lead directly to a Professional Engineering designation.

Biology

A three-year degree requires:

1. Core Courses - 18 credits

6 credits English at 1000 and/or 2000 level

6 credits PHIL2221 and PHIL2223.

6 credits MATH: To fulfill the mathematics requirement students must include 3 credits from MATH1101, MATH1105, or MATH1109 plus 3 additional credits from any MATH course other than MATH1107, MATH1208, MATH1114, MATH1215 and MATH1216.

2. Biology Specialization - 36 credits

18 credits BIOL1101, BIOL1601, BIOL2101, BIOL2211, BIOL2503, BIOL3601

18 credits additional BIOLwith at least 9 credits at the 3000 level or higher.

3. Another Science - 12 credits

From a second discipline of science: CHEM, GEOL, MATH, MSIT, NUTR, PHYS or PSYC.

4. Free Electives - 24 credits

5. An average of 60% in courses in Biology specialization in last two years of program.

6. An average of 55% over the entire 90-credit program.

7. 3 credits of Organic Chemistry must be included in one of the following categories: Science or free electives.

A four-year degree with a Biology major requires:

1. Core Courses - 18 credits

6 credits English at 1000 and/or 2000 level

6 credits PHIL2221 and PHIL2223

6 credits MATH: To fulfil the mathematics requirement students must include 3 credits from MATH1101, MATH1105, or MATH1109 PLUS 3 additional credits from any MATH course other than MATH1107, MATH1208, MATH1114, MATH1215 and MATH1216.

2. **Biology Major** - 54 credits

18 credits BIOL1101, BIOL1601, BIOL2101, BIOL2211, BIOL2503, BIOL3601

36 credits additional BIOLcourses of which 21 credits must be at the 3000 level or higher, including at least 6 credits at the 4000 level.

3. **Area of Minor** - 12 credits

From a second discipline of science: CHEM, GEOL, MATH, MSIT, NUTR, PHYS, or PSYC.

4. **Science Electives** - 12 credits

Generally courses from BIOL, CHEM, GEOL, MATH, MSIT, NUTR, PHYS or PSYC are acceptable - some exceptions exist.

5. **Free Electives** - 24 credits

6. An average of 65% in courses in Biology major in last three years of program.

7. An average of 60% over the entire 120-credit program.

8. 3 credits of Organic Chemistry must be included in one of the following categories: area of minor, science electives, or free electives.

9. 3 credits of Statistics (one of **MATH1109**, **MATH2106**, or **PSYC2101**) are required.

A four-year degree with a Biology major with honours requires:

1. Core Courses - 18 credits

6 credits English at 1000 and/or 2000 level

6 credits PHIL2221 and PHIL2223

6 credits MATH: To fulfil the mathematics requirement students must include 3 credits from MATH1101, MATH1105, or MATH1109 PLUS 3 additional credits from any MATH course other than MATH1107, MATH1208, , MATH1114, MATH1215 and MATH1216.

2. Biology Major - 54 credits

24 credits BIOL1101, BIOL1601, BIOL2101, BIOL2211, BIOL2503, BIOL3601, BIOL4900

30 credits additional BIOLcourses of which 15 credits must be at the 3000 level or higher, including at least 6 credits at the 4000 level.

3. Area of Minor - 12 credits

From a second discipline of science: CHEM, GEOL, MATH, MSIT, NUTR, PHYS, or PSYC.

4. Science Electives - 12 credits

Generally courses from BIOL, CHEM, GEOL, MATH, MSIT, NUTR, PHYS, and PSYC are acceptable - some exceptions exist.

5. Free Electives - 24 credits

6. An average of 75% in courses in Biology major in last three years of program.

7. An average of 70% over the entire 120-credit program.

8. 3 credits of Organic Chemistry must be included in one of the following categories: area of minor, science electives, or free electives.

9. 3 credits of Statistics (one of **MATH1109**, **MATH2106**, or **PSYC2101**) are required.

A four-year double major degree with Biology as the first major requires:

1. Core Courses - 18 credits

6 credits English at 1000 and/or 2000 level

6 credits PHIL2221 and PHIL2223

6 credits MATH: To fulfil the mathematics requirement students must include 3 credits from MATH1101, MATH1105, or MATH1109 plus three additional credits from any MATH course other than MATH1107, MATH1208, MATH1114, MATH1215 and MATH1216.

2. **Biology Major - 54 credits**

18 credits BIOL1101, BIOL1601, BIOL2101, BIOL2211, BIOL2503, BIOL3601.

36 credits additional BIOL courses of which 21 credits must be at the 3000 level or higher, including at least 6 credits at the 4000 level.

3. **Area of Second Major - 36 credits**

All from one science other than Biology (CHEM, GEOL, MATH, MSIT, NUTR, PHYS, or PSYC). If Math, then 6 credits of MATH in the core will be replaced by 6 credits of science electives.

*Must include at least 9 credits above the 2000 level, with at least 3 of these at the 4000 level.

4. Free electives - 12 credits

5. An average of 65% in courses in area of first major in last three years of program.

6. An average of 60% in courses in area of second major in last three years of program

7. An average of 60% over the entire 120 credit program.

8. 3 credits of Organic Chemistry must be included in one of the following categories: area of second major or free electives.

9. 3 credits of Statistics (one of **MATH1109**, **MATH2106**, or **PSYC2101**) must be included.

A degree with honours in the area of the first major and major in the area of the second major may be awarded where the additional requirements for the 4-year BSc degree with honours have been met.

BSc Chemistry with Engineering

With the equivalent of three years of study, a student may satisfy the requirements for the BSc with specialization in Chemistry, as well as an Engineering Diploma (transfer program). In addition to engineering and other courses, it requires 36 credits of Chemistry with 9 credits at the 3000 levels or above.

YEAR ONE

MATH1105 (or MATH1101, MATH1203), MATH1206, MATH1116

CHEM1104, CHEM1105

PHYS1104, PHYS1204

ENGI1165, ENGI1167

YEAR TWO and THREE

MATH1204, MATH2106, MATH2208, MATH2109

CHEM2201, CHEM2203, CHEM2301, CHEM2303, CHEM2401, CHEM2501, CHEM2403; plus 9 credits at 3000 level or above.

ENGI2164, ENGI2165 (cross-listed as CHEM3401, can be counted as 3 credits at 3000 level), ENGI2166, ENGI2131, ENGI2133

Core Courses – 12 credits

6 credits English 1000 and/or 2000 level

6 credits PHIL or HUMA/PHIL2222, or 3 credits HUMA/Social Science and 3 credits of a 2000 – level PHIL. PHIL2222 is highly recommended. A social science is ANTH, AN/S, ECON, POLS, SOCO or PSYC.

BSc Chemistry with Engineering

With the equivalent of three years of study, a student may satisfy the requirements for the BSc with specialization in Chemistry, as well as an Engineering Diploma (transfer program). In addition to engineering and other courses, it requires 36 credits of Chemistry with 9 credits at the 3000 levels or above.

YEAR ONE

MATH1105 (or MATH1101, MATH1203), MATH1206, MATH1116

CHEM1104, CHEM1105

PHYS1104, PHYS1204

ENGI1165, ENGI1167

YEAR TWO and THREE

MATH1204, MATH2106, MATH2208, MATH2109

CHEM2201, CHEM2203, CHEM2301, CHEM2303, CHEM2401, CHEM2501, CHEM2403; plus 9 credits at 3000 level or above.

ENGI2164, ENGI2165 (cross-listed as CHEM3401, can be counted as 3 credits at 3000 level), ENGI2166, ENGI2131, ENGI2133

Core Courses – 12 credits

6 credits English 1000 and/or 2000 level

6 credits PHIL or HUMA/PHIL2222, or 3 credits HUMA/Social Science and 3 credits of a 2000 – level PHIL. PHIL2222 is highly recommended. A social science is ANTH, AN/S, ECON, POLS, SOCO or PSYC.

BSc (Biology or Chemistry or Mathematics) jointly with the Engineering Diploma

The three-year BSc degree in Biology or Chemistry or Mathematics can be combined with any option in the Engineering program, enabling the student to earn two degrees (BSc and BEng) in five years of study, three at CBU and two at Dalhousie. Where courses are listed specifically, they are required for one or both programs. Some changes can be made in the order of electives and core courses and in the division of 2000-level Engineering courses between years two and three.

YEAR ONE (combined with all Engineering Diploma options except Chemical)

ENGI1165/ENGI1167

MATH1105/MATH1206 (or MATH1101/MATH1203/MATH1206)

MATH1116

PHYS1104/PHYS1204

English 6 credits

PHIL2221 or PHIL2223

YEAR ONE (combined with Engineering Diploma, Chemical)

ENGI1165/ENGI1167

MATH1105/MATH1206 (or MATH1101/MATH1203/MATH1206)

MATH1116

CHEM1104, CHEM1105

PHYS1104/PHYS1204

English 6 credits

YEAR TWO (combined with Engineering Diploma, Biological)

MATH2101

MATH2109/MATH2208

MATH2106/MATH1204

BIOL1101/BIOL1601

CHEM1104, CHEM1105

ENGI2101

ENGI2169 or GEOL1101/GEOL1201

3 credit free elective

YEAR THREE (combined with Engineering Diploma, Biological)

6 credits Mathematics at 3000 level or above

MATH2103

PHIL2221, and PHIL2223

ENGI2164/ENGI2131

ENGI2166

6 credit elective

YEAR TWO (combined with Engineering Diploma, Chemical)

MATH2101

MATH2109/ MATH2208

MATH2106/ MATH1204

CHEM2301

ENGI2133/ENGI2131

6 credits elective

YEAR THREE (combined with Engineering Diploma, Chemical)

6 credits Mathematics at 3000 level or above

MATH2103

PHIL2221 and PHIL2223

ENGI2164 / ENGI2165

ENGI2166

6 credits free elective

YEAR TWO (combined with Engineering Diploma, Civil or Industrial)

MATH2101

MATH2109 / MATH2208

MATH2106/MATH1204

CHEM1104, CHEM1105

ENGI2101

ENGI2163

3 credit free elective

YEAR THREE (combined with Engineering Diploma, Civil)

6 credits Mathematics at 3000 level or above

MATH2103

PHIL2221 , PHIL2223

ENGI2164 / ENGI2131

ENGI2166

9 credits of electives

YEAR THREE (combined with Engineering Diploma, Industrial)

6 credits Mathematics at 3000 level or above

MATH2101

MATH2103

PHIL2221 , PHIL2223

ENGI2164

ENGI2166

6 credits free elective (preferably in winter term)

YEAR TWO (combined with Engineering Diploma, Electrical)

MATH2101

MATH2109 / MATH2208

MATH2106 / MATH1204

CHEM1104, CHEM1105

ENGI2167

ENGI2166 / ENGI2168

3 credit free elective

YEAR THREE (combined with Engineering Diploma, Electrical)

6 credits Mathematics at 3000 level or above

MATH1217

MATH2103/MATH2211

PHIL2222

ENGI2164/ENGI2135

6 credit Social Science core requirement

YEAR TWO (combined with Engineering Diploma, Mechanical or Mining)

MATH2101

MATH2109/MATH2208

MATH2106/MATH1204

CHEM1104, CHEM1105

ENGI2101/ENGI2169

ENGI2163

3 credit free elective

YEAR THREE (combined with Engineering Diploma, Mechanical or Mining)

6 credits Mathematics at 3000 level or above

MATH2103

PHIL2221 and PHIL2223

ENGI2164/ENGI2131

ENGI2166/ENGI2135

6 credits electives

YEAR TWO (combined with Engineering Diploma, Metallurgical)

MATH2101

MATH2109/MATH2208

MATH2106/MATH1204

CHEM1104, CHEM1105

ENGI2101/ENGI2169

ENGI2135

3 credit free elective

YEAR THREE (combined with Engineering Diploma, Metallurgical)

6 credits Mathematics at 3000 level or above

MATH2103

PHIL2221 and PHIL2223

ENGI2164/ENGI2131

ENGI2166/ENGI2133

6 credits electives

Caution: Because of prerequisite arrangements in Mathematics, MATH1204 must be taken no later than the fourth semester. It is therefore NOT generally possible to complete the standard Engineering diploma, then spend an additional year to earn a BSc, in areas that require MATH1204.

BSc in Mathematics with Computing Science

Only Year One of Computer Science is offered.

YEAR ONE

MATH1105 (or MATH1101, MATH1203), MATH1206 (*),
MATH2101, MATH1204, MATH1116, MATH1217

6 credits English at 1000 and/or 2000 level

One full course equivalent in a Science other than Mathematics

YEAR TWO

MATH2103, MATH2109/MATH2208, 6 credits further in MATH

HUMA 3 credits

One semester of close cognates (MATH2211 recommended)

One full course equivalent in a Science other than Mathematics

One full course equivalent in the Social Sciences

(see NOTE below)

YEAR THREE

Three semesters of close cognate courses

Two semesters of Mathematics at the 3000-level or above

PHIL2222

One full course equivalent in a Science other than Mathematics

One full course equivalent in an Arts subject

MATH2211 and one of MATH1109 or MATH2106 should be included.

All students in this program are required to write the Calculus Readiness Test. In Bachelor of Computer Science, BSc (Mathematics) with Engineering or Computer Sciences and BSc (Chemistry) with Engineering, students entering with Mathematics 12 (academic) from Grade 12 or who do not meet the required standard on the required Calculus Readiness Test, should
substitute MATH1101 and MATH1203 for MATH1105 and expect to complete MATH1206 at spring session after the first year.

BSc in Mathematics with Computing Science

Only Year One of Computer Science is offered.

YEAR ONE

MATH1105 (or MATH1101, MATH1203), MATH1206 (*),
MATH2101, MATH1204, MATH1116, MATH1217

6 credits English at 1000 and/or 2000 level

One full course equivalent in a Science other than Mathematics

YEAR TWO

MATH2103, MATH2109/MATH2208, 6 credits further in MATH

HUMA 3 credits

One semester of close cognates (MATH2211 recommended)

One full course equivalent in a Science other than Mathematics

One full course equivalent in the Social Sciences

(see NOTE below)

YEAR THREE

Three semesters of close cognate courses

Two semesters of Mathematics at the 3000-level or above

PHIL2222

One full course equivalent in a Science other than Mathematics

One full course equivalent in an Arts subject

MATH2211 and one of MATH1109 or MATH2106 should be included.

All students in this program are required to write the Calculus Readiness Test. In Bachelor of Computer Science, BSc (Mathematics) with Engineering or Computer Sciences and BSc (Chemistry) with Engineering, students entering with Mathematics 12 (academic) from Grade 12 or who do not meet the required standard on the required Calculus Readiness Test, should
substitute MATH1101 and MATH1203 for MATH1105 and expect to complete MATH1206 at spring session after the first year.

BScCS Concentration in Toqwa'tu'kl Kjijitaqnn/MSITIntegrative Science

ADMISSION TO THIS PROGRAM HAS BEEN SUSPENDED, PLEASE CONTACT THE SCHOOL OF SCIENCE AND TECHNOLOGY FOR MORE INFORMATION

Students wishing to enroll in this program must consult the Academic Vice Principal of Unama'ki College, the Chair of the Department of Indigenous Studies, the Dean of Science and Technology, the Dean of Arts and Social Sciences or the Student Service Centre for detailed program information.

PROGRAM DESCRIPTION

Toqwa'tu'kl Kjijitaqnn requires successful completion of 120 credits plus two work placements in a science or science related environment. The overall degree structure consists of four parts and each part was designed to provide opportunities to learn science.

Toqwa'tu'kl Kjijitaqnn requires successful completion of the following courses:

1. Core **(science via small group topic choice in Community Studies courses)**

- COMS1100 Analysis and Decision Making (6 credits)
- COMS2100 Applied Research (6 credits)
- COMS3100 Community Intervention (6 credits)
- Other courses in the core must satisfy the following topic and credit requirements:
- Science and technology perspectives (6 credits) Recommended: PHIL2222, or equivalent
- World views and values (3 credits) Recommended: PHIL2123 or equivalent
- Aboriginal perspectives (3 credits) Recommended MIKM at 1000; 2000 or 3000 level

2. Concentration

Science - 24 credits

- MSIT1101/MSIT1103 Sense of Place, Emergence & Participation
- MSIT2101/MSIT2103 Ways of Knowing
- MSIT3101/MSIT3103 Cycles & Holism
- MSIT4101/MSIT4103 Wholeness

Technology 18 credits

- CHEM1104/CHEM1105
- 6 credits from MATH1107/MATH1208, or PHYS1102
- 3 credits from GEOL1103, PUBH2103, PUBH2105 OR

- 3 credits from PUBH3101, PUBH3103, PUBH4106, or PUBH4111.

3. Electives **(science via student's choice)**

4. Work Placements **(science via on-the-job experience)**

Note: Changes to technology component are currently under review.

ELECTIVES in MSIT

MSIT courses may be used as electives within the BSc, BA, BACS and BBA degrees.

The Integrative Science courses were created for Toqwa'tu'kl Kjijitaqnn, to involve concurrent delivery of the Mi'kmaw world view and modern Western science, integrated at all levels. Their designation as MSIT (from the Mi'kmaw word MSIT, which means "everything together") refers to the holistic pedagogy which underpinned their creation, namely that education must utilize the whole mind while emphasizing relationships among the different dimensions of a human, between humans and nature and in nature. The common ground throughout all courses is "relationship", with attention paid to the understanding that a profound knowledge of relationships in nature was, and is, reflected in Mi'kmaw language and legends.

MSIT1101/MSIT1103 and MSIT2101/MSIT2103 are required in the first year. They provide students with the foundations needed to pursue further studies in modern science and to complement these foundations with understandings from the Aboriginal way of knowing. As such, they explore select aspects of the Mi'kmaw language and world view, current scientific thinking on consciousness, the major and unifying theories in natural science (cosmology, physics, chemistry, geology, biology), and the overall theoretical framework of modern natural science. MSIT1101/MSIT1103 emphasize the internal human environment, and MSIT2101/MSIT2103 the external human environment.

MSIT3101/MSIT3103 are required in third year; they explore cyclical and transformational dynamics of natural phenomena, both internal and external.

MSIT4101/MSIT4103 are required in fourth year; they explore wholeness and the health, disease, and healing dynamics of natural phenomena, both internal and external.

Additional, optional organism and ecosystem (biodiversity) MSIT courses exist at second and subsequent year levels. These are MSIT2505 and MSIT3105, and would be taken as student electives in the BScCS Toqwa'tu'kl Kjijitaqnn.

Note: MSIT **courses are open to all students, regardless of program or ethnicity. For purposes other than the BScCS Toqwa'tu'kl Kjijitaqnn,** MSIT1101**,** MSIT1103**,** MSIT2101**,** MSIT2103**,** MSIT3101**,** MSIT3103, MSIT4101**, and** MSIT4103 **have been designated as science;** MSIT2505**, and** MSIT3105 **as Biology, and** MSIT221 **as Geology.**

BScN Department Progression Policy

Cape Breton University Academic Calendar

CBU Nursing Department Progression Policy

NURSING PROGRAM PROGRESSION CRITERIA

Nursing students must meet the following mandatory academic requirements to progress from one semester to the next semester in the Nursing Program. Students' academic requirements are based on the course grades recorded on their transcript.

Direct Entry Students - Semester 1 and Semester 2

Students must achieve a minimum grade of 65% in each of the following five courses:	Students must achieve a minimum grade of 50% in each of the following five courses:
BIOL2203 ENGL 1000 level course BIOL2204 MICR2101 MATH1109	PSYC1101 CHEM1104 PHL1103 PSYC1103 COMM1103
STUDENTS MUST ACHIEVE AN OVERALL AVERAGE OF 65% IN EACH SEMESTER	

All Nursing students (Advanced Program and Direct Entry) - Semesters 3 to 8

In each Nursing Course:	In each Non-Nursing Course:
Students must achieve a minimum grade of 65% in the combined mark from their midterm exam and their final exam. and Students must achieve a minimum final grade of 65%.	Students must achieve a minimum grade of 50%.
STUDENTS MUST ACHIEVE AN OVERALL AVERAGE OF 65% IN EACH SEMESTER (Final grades for electives and transfer credits will be included and calculated in the designated Semester they appear on the student' degree audit.)	

Failure to Progress Criteria (FTP)

BScN Department Progression Policy

CBU Nursing Department Progression Policy

NURSING PROGRAM PROGRESSION CRITERIA

Nursing students must meet the following mandatory academic requirements to progress from one semester to the next semester in the Nursing Program. Students' academic requirements are based on the course grades recorded on their transcript.

Direct Entry Students - Semester 1 and Semester 2

Students must achieve a minimum grade of 65% in each of the following five courses:	Students must achieve a minimum grade of 50% in each of the following five courses:
BIOL2203 ENGL 1000 level course BIOL2204 MICR2101 MATH1109	PSYC1101 CHEM1104 PHL1103 PSYC1103 COMM1103
STUDENTS MUST ACHIEVE AN OVERALL AVERAGE OF 65% IN EACH SEMESTER	

All Nursing students (Advanced Program and Direct Entry) - Semesters 3 to 8

In each Nursing Course:	In each Non-Nursing Course:
Students must achieve a minimum grade of 65% in the combined mark from their midterm exam and their final exam. and Students must achieve a minimum final grade of 65%.	Students must achieve a minimum grade of 50%.
STUDENTS MUST ACHIEVE AN OVERALL AVERAGE OF 65% IN EACH SEMESTER (Final grades for electives and transfer credits will be included and calculated in the designated Semester they appear on the student' degree audit.)	

Failure to Progress Criteria (FTP)

BTI (Information Management Stream)

In addition to the year one through year three requirements listed above, students in the BTI (Information Management) also require the following courses to complete the degree:

ITEC4515	Information Technology Documentation
ITEC4505	E-Commerce Technologies
ITEC4509	Current Issues in Information Technology
ITEC4511	Systems Implementation Project
ITEC4506	Data Warehousing
ITEC4507	Software Engineering Tools
MGMT3603	Integrative Entrepreneurship (or close cognate)
MGSC3101	Management Information Systems
Discipline Elective	
Discipline Elective	

BTI (Network Management Stream)

In addition to the year one through year three requirements listed above, students in the BTI (Network Management) also require the following courses to complete the degree:

ITEC4515	Information Technology Documentation
ITEC4509	Current Issues in Information Technology
ITEC4503	Internet Administration
ITEC4504	Advanced TCP/IP
ITEC4513	Server Technologies
ITEC4508	WAN Technologies

MGMT3603 Integrative Entrepreneurship (or close cognate)

MGSC3101 Management Information Systems

Discipline Elective

Discipline Elective

Refer to ITEC course descriptions in this calendar for additional information on individual courses. Further information on either the Information Management concentration or the Network Management concentration is available from the department chair at CIC.

Business Certificate and Professional Programs

There are numerous independent professional organizations offering their own programs of study leading to diplomas or certificates. Some Shannon School of Business courses are accepted as equivalents of courses within these external programs. These include:

CPA Atlantic School of Business

The Chartered Professional Accountants of New Brunswick, Nova Scotia, Prince Edward Island and Newfoundland are participants of the Atlantic School of Business. The primary objective is to provide a prequalification study program for students wishing to enter the profession.

Prospective CPAs must first obtain an undergraduate degree in business, to be admitted as students in the CPA Professional Education Program (CPA PEP). Students will then undertake a number of prescribed modules of study and must pass evaluations in each course. After completion of these module courses they are then required to sit the uniform evaluations (UFE) in order to receive the designation of CPA.

Supply Chain Management Institute

Cape Breton University BBA Supply Chain Management courses have been designed to support the Supply Chain Management Professional (SCMP) designation for those who further their education in the field. This is offered through the Supply Chain Management Institute, the main certifying body for Canada with the designation having global reciprocity. For more information please contact the Supply

Chain Management discipline coordinator.

AFOA Canada

AFOA Canada is the centre for excellence, information and certification in Aboriginal management. AFOA Canada offers the Certified Aboriginal Financial Manager (CAFM) designation, which is the preferred credential for Aboriginal financial management positions in Canada. For students wishing to pursue the CAFM, there are several courses offered at Cape Breton University which are equivalent to AFOA program requirements. For more information, please contact the Accounting discipline coordinator.

Calendar of Events (Important Academic Dates)

The University's Academic Schedule defines the academic year terms and sessions as well as other important dates and deadlines for the institution. This includes holiday dates, deadlines for fees payments, adding and dropping courses, application for graduation, and other important related information. Students in internship/practicum/practice courses in the certain faculties may be required to complete hours outside of the regularly scheduled term. Term breaks, if scheduled, may be scheduled differently than what is presented in the Academic Schedule.

Note: Courses taught according to a non-standard schedule have different drop, add and withdrawal deadlines. Faculties, and/or programs may have other important dates and deadlines that are not included in the Academic Schedule. Registration deadlines might vary for different academic programs based on seat availability.

The academic schedule may be updated online when required and as needed.

MAY 2022

2 Classes begin – Spring/Summer Session

(12 Week courses, 8-week courses and 6 Week May start courses)

2 Calculus Readiness Test at 4:00 p.m.

3 Calculus Readiness Test at 4:00 p.m.

6 Final day to drop a course without financial penalty for courses starting May 2, 2022

10 Registration begins for Fall/Winter term courses

10 Spring graduation list is posted at 4:00 p.m.

President's Event (TBA)

19 Spring Convocation 1:00 p.m. *(School of Arts and Social Sciences, School of Education and Health, School of Science and Technology and School of Nursing).*

20 Spring Convocation 11 a.m. (Shannon School of Business)

23 Victoria Day - CBU closed

JUNE 2022

1 Applications to Graduate for 2022 Fall Convocation open - Close August 31, 2022 – late applicants will need to defer to Spring 2023.

1 Final date to withdraw from a 6 Week May Start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday May 2, 2022

10 Last day of classes for 6 Week May start courses

14 Final date to withdraw from an 8 Week May Start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday May 2, 2022

16 Final grades for 6 Week May start courses (ending on June 10), due by 4:00 p.m. in the Registrar's Office

17 Final grades for 6 Week May start courses accessible

20 Classes begin – Spring/Summer Session

(6 Week June start courses)

24 Last Day of classes for 8 Week May start courses

24 Final day to drop a course without financial penalty for courses starting June 20, 2022

30 Final grades for 8 Week May start courses (ending on June 24), due by 4:00 p.m. in the Registrar's Office

JULY 2022

1 Canada Day - CBU closed

4 Final grades for 8 Week May start courses accessible

4 Final date to withdraw from a 12 Week May Start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday May 2, 2022

20 Final date to withdraw from a 6 Week June Start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday June 20, 2022

22 Last Day of classes for 12 Week May start courses

29 Applications for admission, transfer credit or PLA received after this date may not be processed in time for September registration

29 Final grades for 12 Week May start courses (ending on July 22), due by 4:00 p.m. in the Registrar's Office

29 Last Day of classes for 6 Week June start courses

AUGUST 2022

1 Civic Day - CBU closed

2 Final grades for 12 Week May start courses accessible

4 Final grades for 6 Week June start courses (ending on July 29), due by 4:00 p.m. in the Registrar's Office

5 Final grades for 6 Week June start courses accessible

31 Graduation Application for Fall 2022 (closed)

Note: Late applications: Students will be required to pay a $50 late application fee before your application will be processed.

- **Every candidate** for a degree or diploma is responsible for submitting an application for graduation via your Compass Student Account, regardless of your intention to attend the convocation ceremony.
- *All students must **apply** to graduate through their Student Self Serve.*
- *Due to the lateness of this application, we are not able to guarantee: -*
- *The inclusion of your name in the convocation program/list - The availability of your degree certificate on the day of your graduation ceremony - The completion of your student record prior to your graduation ceremony for the purposes of transcripts.*
- *Please note: - Eligibility to graduate is dependent upon successful completion of all program requirements. - Degrees will be conferred regardless of attendance at the graduation ceremony. This application is not an indicator of attendance.*

September 2022

3 Residence Move-In

3 Orientation Date

5 Labour Day (CBU Closed)

6 Calculus Readiness Test at 4:00 pm

7 Classes Begin

8 Calculus Readiness Test at 4:00 pm

12 Calculus Readiness Test at 6:00 pm

16 Last date for students to finalize registration for Fall Term courses (financial penalty applies for courses dropped after this date)

19 Holiday in honour of Her late Majesty Queen Elizabeth II's funeral service, University Closed

Sept 26-30 Due to wide-spread power outages, communication interruptions, etc. caused by Hurricane Fiona the CBU campus was closed

30 Deadline for Payment for Fall Term Fees

Note: Due to wide-spread power outages, communication interruptions and the CBU campus closure caused by Hurricane Fiona, the fall 2022 deadline to pay tuition and fees that was scheduled for this Friday, September 30, 2022, **has been extended to Friday, October 7, 2022.**

30 Last Day to opt out of Students' Union Health Plan

30 National Day for Truth and Reconciliation (CBU Closed)

October 2022

1 Treaty Day

3 Fall Application Opens for Canadian Students (Undergraduate programs, Nursing, etc.) (May and September 2023 Intakes)

Note: Due to wide-spread power outages, communication interruptions and the CBU campus closure caused by Hurricane Fiona, the fall 2022 application for Canadian Students will now open on Tuesday, **October 11, 2022.**

7 Note: Due to wide-spread power outages, communication interruptions and the CBU campus closure caused by Hurricane Fiona, the fall 2022 deadline to pay tuition and fees that was scheduled for this Friday, September 30, 2022, **has been extended to Friday, October 7, 2022.**

10 Thanksgiving Day (CBU Closed)

11 Fall Application Opens for Canadian Students (Undergraduate programs, Nursing, etc.) (May and September 2023 Intakes)

15 Deadline for International Admission Applications **(applying for January 2023)**

Exception: Due to a high volume of applications, the deadline for enrolment in the **Spring/Summer (May 2023) intake** for the Post-Baccalaureate Diplomas in **Business Analytics**, **Business Management**, **Healthcare Management** and **Supply Chain Management** will be **October 15, 2022** for high volume regions. Please email **admissions@cbu.ca** with any questions or concerns.

28 Bachelor of Education Applications Open

31 Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for January Registration

November 2022

2 Fall Convocation – Wednesday November 2, time and number of Convocations to be determined after the application Deadline)

7-11 Fall Reading Week - No classes

11 Remembrance Day (CBU Closed)

14 Final Date to Withdraw from a Fall Term 3 credit course without academic penalty (financial penalty applies) Extended from November 4, 2022

14 Applications for Spring Convocation open

December 2022

6 Last Day of classes- Fall Term

7,8 In the event of campus closure due to weather or other conditions, December 7 & 8 will be used as class make-up days. **Usage is required**: Please see the class schedule below as determined by the Registrar's Office

- **Wednesday, December 7, 2022**, will be used as a make-up day for classes scheduled on a Monday. On this date, attend the classes you would typically attend on Mondays unless otherwise stated by your instructors.
- **Thursday, December 8, 2022,** will be used as a make-up day for classes scheduled on a Friday. On this date, attend the classes you would typically attend on Fridays unless otherwise stated by your instructors.

9 Examinations begin

19 Examinations end

20 Examination make up date

22 Final grades due by 4:00 p.m. in the Registrar's Office. Grades received after this date will not be processed until January 2023

23 Fall grades accessible

23 CBU will close at noon

CBU Closed from noon December 23, 2022, to January 2, 2023

January 2023

2 CBU closed in observance of January 1st holiday

3 CBU re-opens

9 Classes begin- Winter term

15 Applications close for Bachelor of Education and Master of Education

18 Last date for students to finalize registration for Winter Term courses (financial penalty applies for courses dropped after this date)

18 Final date to withdraw from a full-year (six credit) course without academic penalty (financial penalty will apply)

30 Deadline for Payment for Winter Term Fees

February 2023

15 Deadline for International Admission Applications **(applying for May 2023)**

Exception: Due to a high volume of applications, the deadline for enrolment in the **Spring/Summer (May 2023) intake** for the Post-Baccalaureate Diplomas in **Business Analytics**, **Business Management**, **Healthcare Management** and **Supply Chain Management** will be **October 15, 2022** for high volume regions. Please email **admissions@cbu.ca** with any questions or concerns.

20 Nova Scotia Heritage Day (CBU closed)

20-24 Winter Reading Week - No Classes

March 2023

1 Final date to apply for CBU Entrance scholarships for Fall 2023

1 Spring 2023 Registration Opens

The Spring/Summer 2023 Session has various course delivery options. Please ensure you follow the various deadlines related to registration and fees and understand the implications as it relates to your registration. (Please see Calendar of Events for Registration and Fee deadlines)

Note: Registration Deadline: Shannon School of Business, Post-Baccalaureate Diplomas

Due to seat availability 2023 Spring/Summer Registration for the Post-Baccalaureate Diplomas in **Business Analytics**, **Business Management**, **Healthcare Management** and **Supply Chain Management** have a registration deadline. Registration opens for May 2023 on

March 1, 2023 and closes for these programs on **Friday April 14th, 2023**. New Students who do not register for classes by that date will need to defer to a future term or re-apply if their Admission Letter and Notice of Acceptance has expired.

24 Final Date to Withdraw from a Winter Term 3 credit course without academic penalty (financial penalty applies) Extended from March 10, 2023.

31 Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for Spring Registration

31 Applications for Spring 2023 graduation will not be accepted after this date.

31 – April 10 Fall/Winter 2023/2024 Timetable available for Student Viewing and Planning only.

April 2023

4 Classes End- Winter Term

5,6 In the event of campus closure due to weather or other conditions, April 5 & 6 will be used as class make-up days.

Updated: Wednesday, April 5, 2023, will be used as a make-up day for classes scheduled on a **Friday**. On this date, attend the classes you would typically attend on **Friday** unless otherwise stated by instructors. *Updated: March 31, 2023*

Cancelled: ~~**Wednesday, April 5, 2023**, will be used as a make-up day for classes scheduled on a Monday. On this date, attend the classes you would typically attend on Mondays unless otherwise stated by instructors.~~

Thursday, April 6, 2023, will be used as a make-up day for classes scheduled on a Tuesday. On this date, attend the classes you would typically attend on Tuesday's unless otherwise stated by instructors.

7 Good Friday (CBU Closed)

10 Easter Monday (CBU Closed)

11 Examinations begin

11 Fall/Winter 2023/2024 Timetable available for Registration.

14 **Registration Closes for May 2023 Intake**, **Shannon School of Business, Post-Baccalaureate Diplomas. Students who fail to meet this deadline will need to re-apply or defer to a future term.**

Note: Due to seat availability 2023 Spring/Summer Registration for the Post-Baccalaureate Diplomas in **Business Analytics**, **Business Management**, **Healthcare Management** and **Supply Chain Management** have a registration deadline. Registration opens for May 2023 on

March 1, 2023 and closes for these programs on **Friday April 14th, 2023**. New Students who do not register for classes by that date will need to defer to a future term or re-apply if their Admission Letter and Notice of Acceptance has expired.

20 Examinations end

21 Examination make up date

24 Final grades due by 4:00 p.m. in the Registrar's Office

26 Grades accessible

May 2023

The Spring/Summer 2023 Session has various course delivery options. Please ensure you follow the various deadlines related to registration and fees and understand the implications as it relates to your registration. Payments for all Spring/Summer courses are due by **May 30, 2023.**

As per the Academic Calendar: CBU courses taken during spring/summer session are considered to be regular university courses and no limitations or restrictions are placed on such courses, with one exception: because of the condensed format of the spring and summer sessions and, **except** where their program requires otherwise, students normally take only two courses concurrently. Those wishing to take more than two courses concurrently must have the permission of the dean.

1 Classes begin – Spring/Summer Session

(12 Week courses, 8-week courses, 6 Week, and 4 Week May start courses)

1 Calculus Readiness Test . Scheduled for 6 pm. Details on how to register.

3 Calculus Readiness Test . Scheduled for 6 pm. Details on how to register.

5 **Last date** for students to finalize registration for Spring/Summer Term courses that commenced on **Monday, May 1, 2023** (financial penalty applies for courses dropped after this date)

- Students are financially responsible for all courses not officially dropped by this deadline and must drop courses via their Compass Student Account.
- For students not attending the Spring/Summer term they must de-register from their classes.
- **Note:** Students in the Shannon School of Business, Post Bacclaureate Programs are not able to add classes however, they can de registrar from classes. (April 14, 2023, was the last day for SSOB, Post Bacclaureate Programs to add classes). All registrations post April 14, 2023, need to be approved the Registrar's Office.

9 Final Graduation List Posted @ 4:00 pm (This list is made public)

15 Final date to withdraw from a **4 Week course** without academic penalty *(financial penalty will apply)*. This is for courses that commenced on **Monday May 1, 2023.**

18, 19 Convocation Days (By school will be determined in February 2023) Spring 2023 Convocation

22 Victoria Day (CBU Closed)

22 Final date to withdraw from a **6 Week course** without academic penalty *(financial penalty will apply)*. This is for courses that commenced on **Monday May 1, 2023.**

26 Last Day of classes for 4 **Week** May start courses, May 1 Start Date

29 Final date to withdraw from a **8 Week course** without academic penalty (*financial penalty will apply).* This is for courses that commenced on **Monday May 1, 2023**.

27, 28 Study Days for 4-Week Course Start, May 1, 2023 (If required)

29 Exam Date for a 4-Week Course Start, May 1, 2023 (If required)

30 **Payments due** for all Spring/Summer Courses (This applies to courses including Courses with a June Start)

31 Final grades for **4 Week** May start courses (ending on May 26), due by 4:00 p.m. in the Registrar's Office

June 2023

1 Final grades for **4 Week** May start courses accessible to students

5 Classes begin – Spring/Summer Session - 4 Week (4 Week June start courses)

5 Application to Graduate for 2023 Fall Convocation Open, Students must apply in their Student Compass Account, there is a $25 Application fee.

9 **Last date** for students to finalize registration **4 Week** courses that commenced on Monday **June 5, 2023** (financial penalty applies for courses dropped after this date)

9 Last Day of classes for **6 Week** May start courses, May 1 Start Date

10, 11 Study Days for 6-Week Course Start, May 1, 2023 (If required)

12, 13 Exam Dates for a 6-Week Course Start, May 1, 2023 (If required)

12 Final date to withdraw from **12-week** May 1 start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday May 1, 2023)

15 Final grades for **6 Week** May start courses (ending on June 9), due by 4:00 p.m. in the Registrar's Office

15 Deadline for International Admission Applications **(applying for September 2023)**

16 Final grades for **6 Week** May start courses accessible to Students

19 Final date to withdraw from a **4 Week course** without academic penalty (*financial penalty will apply).* This is for courses that commenced on **Monday June 5, 2023**

19 Classes begin – Spring/Summer Session - 6 Week

(6 Week June start courses)

23 **Last date** for students to finalize registration 6 **Week** courses that commenced on Monday **June 19, 2023** (financial penalty applies for courses dropped after this date)

23 Last Day of classes for **8 Week** May start courses

24, 25 Study Days for 8-Week Course Start, May 1, 2023 (If required)

26, 27 Exam Dates for an 8-Week Course Start, May 1, 2023 (If required)

29 Final grades for **8 Week** May start courses (ending on June 24), due by 4:00 p.m. in the Registrar's Office

30 Final grades for **8 Week** May start courses accessible to Students

30 Last Day of classes for **4 Week** June start courses (Courses that started on June 5)

July 2023

1, 2 Study Days for 4-Week Course Start, June 5, 2023 (If required)

3 CBU Closed in observance of Canada Day

4 Exam Date for a 4-Week Course Start, June 5, 2023 (If required)

6 Final grades for 4 **Week** June start courses (ending on June 30), due by 4:00 p.m. in the Registrar's Office

7 Final grades for 4 **Week June** start courses accessible (Courses that started on June 5)

10 Final date to withdraw from **6-week** June 19th start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday June 19, 2023)

12 Final date to withdraw from **12-week** May 1 start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday May 1, 2023)

21 Last Day of classes for **12 Week** May start courses

22, 23 Study Days for 12-Week Course Start, May 1, 2023 (If required)

24, 25 Exam Dates for a 12-Week Course Start, May 1, 2023 (If required)

27 Final grades for **12 Week** May start courses (ending on July 21), due by 4:00 p.m. in the Registrar's Office

28 Final grades for **12 Week** May start courses accessible to students

28 Last Day of classes for **6 Week** June start courses

29, 30 Study Days for 6-Week Course Start, June 19, 2023 (If required)

31 Exam Date for a 6-Week Course Start, June 19, 2023 (If required)

31 Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for September Registration

August 2023

2 Final grades for **6 Week** June start courses (ending on July 28), due by 4:00 p.m. in the Registrar's Office

3 Final grades for **6 Week** June start courses accessible to students

7 Civic Day - CBU closed

18 Fall Registration Closes (For Certain Programs)

Registration Closes for September 2023 Intake, Shannon School of Business, Post-Baccalaureate Diplomas. Students who fail to meet this deadline will need to re-apply or defer to a future term.

Note: Due to seat availability For Fall 2023 Registration for the Post-Baccalaureate Diplomas in **Business Analytics**, **Business Management**, **Healthcare Management** and **Supply Chain Management** have a registration deadline. Registration currently open for Fall 2023 and closes for these programs on **Tuesday August 15, 2023**. Students who do not register for classes by that date will need to defer to a future term or re-apply if their Admission Letter and Notice of Acceptance has expired and for current students this might impact course options and availability.

September 2023

1 Fall 2023 Graduation Application Closes

2 Residence Move-In

2 Orientation Date

TBA Calculus Readiness Dates

4 Labour Day (CBU Closed)

6 Classes Begin

7 Calculus Readiness Test. Scheduled for 6 pm. Details on how to register.

11 Calculus Readiness Test . Scheduled for 6 pm. Details on how to register.

15 Last date for students to finalize registration for Fall Term courses (financial penalty applies for courses dropped after this date)

> Note: This deadline does not apply to **Shannon School of Business, Post-Baccalaureate Diplomas. Students can drop courses without penalty until September 15 but not add classes. Registration closed for these programs on Friday August 18, 2023.**

15 Last Day to opt out of Students' Union Health Plan

30 Deadline for Payment for Fall Term Fees

October 2023

1 Treaty Day

2 CBU Closed in Observance of National Day for Truth and Reconciliation

9 Thanksgiving Day (CBU Closed)

15 Deadline for International Admission Applications (applying for January 2024)

31 Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for January Registration

November 2023

1 Fall Convocation (Date to be confirmed)

3 Final Date to Withdraw from a Fall Term 3 credit course without academic penalty (financial penalty applies)

13 CBU Closed in Observance of Remembrance Day

13-17 Fall Reading Week - No classes

20 Application to Graduate for 2024 Spring Convocation open

December 2023

5 Monday class schedule observed

5 Last day of classes- Fall Term

6,7 In the event of campus closure due to weather or other conditions, December 6 & 7 will be used as class make-up days. If usage is required the class schedule will be determined by the Registrar's Office

8 Examinations begin

18 Examinations end

19 Examination make up date

21 Final grades due by 4:00 p.m. in the Registrar's Office. Grades received after this date will not be processed until January 2024

22 Fall grades accessible

22 Last day prior to December Break

January 2024

2 CBU re-opens

8 Classes begin- Winter term

17 Last date for students to finalize registration for Winter Term courses (financial penalty applies for courses dropped after this date)

17 Final date to withdraw from a full-year (six credit) course without academic penalty (financial penalty will apply)

30 Deadline for Payment for Winter Term Fees

February 2024

15 Deadline for International Admission Applications (applying for May 2024)

19 Nova Scotia Heritage Day (CBU closed)

19-23 Winter Reading Week - No Classes

March 2024

1 Final date to apply for CBU Entrance scholarships for Fall 2024

TBA Spring 2024 Registration Opens

8 Final Date to Withdraw from a Winter Term 3 credit course without academic penalty (financial penalty applies)

29 Good Friday (CBU Closed)

31 Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for Spring Registration

April 2024

1 Easter Monday (CBU Closed)

5 Classes End- Winter Term

8,9 In the event of campus closure due to weather or other conditions, April 8 & 9 will be used as class make-up days. If usage is required the class schedule will be determined by the Registrar's Office

10 Examinations begin

19 Examinations end

22 Examination make up date

25 Final grades due by 4:00 p.m. in the Registrar's Office

26 Grades accessible

29 Classes begin – Spring/Summer Session (Commence in April)

(12 Week courses, 8-week courses and 6 Week Courses, April 29 start dates)

May 2024

TBD Calculus Readiness Test

3 Last date for students to finalize registration for Spring/Summer Term courses that commenced on April 29, 2024 (financial penalty applies for courses dropped after this date)

6 Special Senate meeting to approve Graduates

7 Final Graduation List Posted @ 4:00 pm

TBD Fall 2024/Winter 2025 Registration Schedule Opens

16, 17 Convocation Days (By school will be determined in February 2024)

20 Victoria Day (CBU Closed)

20 Final date to withdraw from a **6 Week course** without academic penalty *(financial penalty will apply)*. This is for courses that commenced on **Monday April 29, 2024.**

30 Payments due for all Spring/Summer Courses

31 Final date to withdraw from an **8 Week course** without academic penalty (*financial penalty will apply).* This is for courses that commenced on **Monday April 29, 2024**.

June 2024

3 Application to Graduate for 2024 Fall Convocation Open

7 Last Day of classes for **6 Week** April 29th start courses

13 Final grades for **6 Week** April 29th start courses **(ending on June 7)**, due by 4:00 p.m. in the Registrar's Office

14 Final grades for **6 Week** April 29th start courses accessible

15 Deadline for International Admission Applications (applying for September 2024)

18 Classes begin – Spring/Summer Session (**6 Week** June start courses)

21 Last date for students to finalize registration for Spring/Summer Term courses that commenced on **June 18, 2024** (financial penalty applies for courses dropped after this date)

21 Last day of classes for **8 Week** April 29th start courses

27 Final grades due to the Registrar's Office by 4:00 pm for **8 Week** April 29th start

28 Final grades for **8 Week** April 29th start courses accessible

July 2024

1 Canada Day (CBU Closed)

1 Final date to withdraw from **12 week** April 29th start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday April 29, 2024

5 Final date to withdraw from **6 week** June 19th start course without academic penalty (financial penalty will apply). This is for courses that commenced on Tuesday June 18, 2024

19 Last day of classes for 1**2 Week** May start courses

25 Final grades for **12 Week** May start courses (ending on July 19), due by 4:00 p.m. in the Registrar's Office

26 Final grades for **12 Week May** start courses accessible

30 Last day of classes for **6 Week** June start courses that commenced on Tuesday June 18, 2024

31 Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for September Registration

August 2024

2 Final grades for **6 Week** June start courses (ending on July 30), due by 4:00 p.m. in the Registrar's Office

5 Civic Day - CBU closed

6 Final grades for **6 Week** June start courses accessible

Calendar of Events (Important Academic Dates)

The University's Academic Schedule defines the academic year terms and sessions as well as other important dates and deadlines for the institution. This includes holiday dates, deadlines for fees payments, adding and dropping courses, application for graduation, and other important related information. Students in internship/practicum/practice courses in the certain faculties may be required to complete hours outside of the regularly scheduled term. Term breaks, if scheduled, may be scheduled differently than what is presented in the Academic Schedule.

Cape Breton University Academic Calendar

Note: Courses taught according to a non-standard schedule have different drop, add and withdrawal deadlines. Faculties, and/or programs may have other important dates and deadlines that are not included in the Academic Schedule. Registration deadlines might vary for different academic programs based on seat availability.

The academic schedule may be updated online when required and as needed.

Spring/Summer Semester (MAY – AUGUST 2023)

MAY 2023

	The Spring/Summer 2023 Session has various course delivery options. Please ensure you follow the various deadlines related to registration and fees and understand the implications as it relates to your registration. Payments for all Spring/Summer courses are due by May 30, 2023.
	As per the Academic Calendar: CBU courses taken during spring/summer session are considered to be regular university courses and no limitations or restrictions are placed on such courses, with one exception: because of the condensed format of the spring and summer sessions and, except where their program requires otherwise, students normally take only two courses concurrently. Those wishing to take more than two courses concurrently must have the permission of the dean.
Monday 1	Classes begin – Spring/Summer Session (12 Week courses, 8-week courses, 6 Week, and 4 Week May start courses)
Monday 1	Calculus Readiness Test. Scheduled for 6 pm. Details on how to register.
Wednesday 3	Calculus Readiness Test. Scheduled for 6 pm. Details on how to register.
Friday 5	Last date for students to finalize registration for Spring/Summer Term courses that commenced on Monday, May 1, 2023 (financial penalty applies for courses dropped after this date)
	Students are financially responsible for all courses not officially dropped by this deadline and must drop courses via their Compass Student Account.
	For students not attending the Spring/Summer term they must de-register from their classes.
	Note: Students in the Shannon School of Business, Post Bacclaureate Programs are not able to add classes however, they can de registrar from classes. (April 14, 2023, was the last day for SSOB, Post Bacclaureate Programs to add classes). All registrations post April 14, 2023, need to be approved the Registrar's Office.
Tuesday 9	Final Graduation List Posted @ 4:00 pm (This list is made public)
Monday 15	Final date to withdraw from a 4 Week course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday May 1, 2023.
Thurs 18, Fri 19	Convocation Days (By school will be determined in February 2023) Spring 2023 Convocation

Monday 22	Victoria Day (CBU Closed)
Monday 22	Final date to withdraw from a 6 Week course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday May 1, 2023.
Friday 26	Last Day of classes for 4 Week May start courses, May 1 Start Date
Sat 27, Sun 28	Study Days for 4-Week Course Start, May 1, 2023 (If required)
Monday 29	Final date to withdraw from a 8 Week course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday May 1, 2023.
Monday 29	Exam Date for a 4-Week Course Start, May 1, 2023 (If required)
Tuesday 30	Payments due for all Spring/Summer Courses (This applies to courses including Courses with a June Start)
Wednesday 31	Final grades for 4 Week May start courses (ending on May 26), due by 4:00 p.m. in the Registrar's Office

JUNE 2023

Thursday 1	Final grades for 4 Week May start courses accessible to students
Monday 5	Classes begin – Spring/Summer Session - 4 Week (4 Week June start courses)
Monday 5	Application to Graduate for 2023 Fall Convocation Open, Students must apply in their Student Compass Account, there is a $25 Application fee.
Friday 9	Last date for students to finalize registration 4 Week courses that commenced on Monday June 5, 2023 (financial penalty applies for courses dropped after this date)
Friday 9	Last Day of classes for 6 Week May start courses, May 1 Start Date
Sat 10, Sun 11	Study Days for 6-Week Course Start, May 1, 2023 (If required)
Mon 12, Tues 13	Exam Dates for a 6-Week Course Start, May 1, 2023 (If required)
Monday 12	Final date to withdraw from 12-week May 1 start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday May 1, 2023)
Thursday 15	Final grades for 6 Week May start courses (ending on June 9), due by 4:00 p.m. in the Registrar's Office
Thursday 15	Deadline for International Admission Applications (applying for September 2023)
Friday 16	Final grades for 6 Week May start courses accessible to Students
Monday 19	Final date to withdraw from a 4 Week course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday June 5, 2023

Monday 19	Classes begin – Spring/Summer Session - 6 Week (6 Week June start courses)
Friday 23	Last date for students to finalize registration 6 Week courses that commenced on Monday June 19, 2023 (financial penalty applies for courses dropped after this date)
Friday 23	Last Day of classes for 8 Week May start courses
Sat 24, Sun 25	Study Days for 8-Week Course Start, May 1, 2023 (If required)
Mon 26, Tues 27	Exam Dates for an 8-Week Course Start, May 1, 2023 (If required)
Thursday 29	Final grades for 8 Week May start courses (ending on June 24), due by 4:00 p.m. in the Registrar's Office
Friday 30	Final grades for 8 Week May start courses accessible to Students
Friday 30	Last Day of classes for 4 Week June start courses (Courses that started on June 5)

JULY 2023

Sat 1, Sun 2	Study Days for 4-Week Course Start, June 5, 2023 (If required)
Monday 3	**CBU Closed in observance of Canada Day**
Tuesday 4	Exam Date for a 4-Week Course Start, June 5, 2023 (If required)
Thursday 6	Final grades for 4 Week June start courses (ending on June 30), due by 4:00 p.m. in the Registrar's Office
Friday 7	Final grades for 4 Week June start courses accessible (Courses that started on June 5)
Monday 10	Final date to withdraw from 6-week June 19th start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday June 19, 2023)
Wednesday 12	Final date to withdraw from 12-week May 1 start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday May 1, 2023)
Friday 21	Last Day of classes for 12 Week May start courses
Sat 22, Sun 23	Study Days for 12-Week Course Start, May 1, 2023 (If required)
Mon 24, Tues 25	Exam Dates for a 12-Week Course Start, May 1, 2023 (If required)
Thursday 27	Final grades for 12 Week May start courses (ending on July 21), due by 4:00 p.m. in the Registrar's Office

Friday 28	Final grades for 12 Week May start courses accessible to students
Friday 28	Last Day of classes for 6 Week June start courses
Sat 29, Sun 30	Study Days for 6-Week Course Start, June 19, 2023 (If required)
Mon 31	Exam Date for a 6-Week Course Start, June 19, 2023 (If required)
Mon 31	Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for September Registration

AUGUST 2023

Wednesday 2	Final grades for 6 Week June start courses (ending on July 28), due by 4:00 p.m. in the Registrar's Office
Thursday 3	Final grades for 6 Week June start courses accessible to students
Monday 7	**Civic Day - CBU closed**
Tuesday 15	Fall Registration Closes (for certain programs)
	Registration Closes for September 2023 Intake, Shannon School of Business, Post-Baccalaureate Diplomas. Students who fail to meet this deadline will need to re-apply or defer to a future term.
	Note: Due to seat availability For Fall 2023 Registration for the Post-Baccalaureate Diplomas in Business Analytics, Business Management, Healthcare Management and Supply Chain Management have a registration deadline. Registration currently open for Fall 2023 and closes for these programs on **Tuesday August 15, 2023.** Students who do not register for classes by that date will need to defer to a future term or re-apply if their Admission Letter and Notice of Acceptance has expired and for current students this might impact course options and availability.

Fall Semester (SEPTEMBER – DECEMBER 2023)

SEPTEMBER 2023

Friday 1	Fall 2023 Graduation Application Closes
Saturday 2	Residence Move-In
Monday 4	**Labour Day (CBU Closed)**

Tuesday 5	Orientation
Wednesday 6	Classes Begin
Thursday 7	Calculus Readiness Test. Scheduled for 6 pm. Details on how to register.
Monday 11	Calculus Readiness Test. Scheduled for 6 pm. Details on how to register.
Friday 15	Last date for students to finalize registration for Fall Term courses (financial penalty applies for courses dropped after this date)
	Note: This deadline does not apply to **Shannon School of Business, Post-Baccalaureate Diplomas. Students can drop courses without penalty until September 15 but not add classes. Registration closed for these programs on Tuesday August 15, 2023.**
Friday 15	Last Day to opt out of Students' Union Health Plan
Saturday 30	Deadline for Payment for Fall Term Fees

OCTOBER 2023

Saturday 1	Treaty Day
Monday 2	**CBU Closed in Observance of National Day for Truth and Reconciliation**
Monday 9	**Thanksgiving Day (CBU Closed)**
Tuesday 31	Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for January Registration

NOVEMBER 2023

Wednesday 1	Fall Convocation (Date to be confirmed)
Friday 3	Final Date to Withdraw from a Fall Term 3 credit course without academic penalty (financial penalty applies)
Monday 13	**CBU Closed in Observance of Remembrance Day**
Mon 13- Fri 17	Fall Reading Week - No classes
Monday 20	Application to Graduate for 2024 Spring Convocation opens

DECEMBER 2023

Tuesday 5	Monday class schedule observed
Tuesday 5	Last day of classes- Fall Term
Wed 6, Thurs 7	In the event of campus closure due to weather or other conditions, December 6 & 7 will be used as class make-up days. If usage is required the class schedule will be determined by the Registrar's Office
Friday 8	Examinations begin
Monday 18	Examinations end
Tuesday 19	Examination make-up date
Thursday 21	Final grades due by 4:00 p.m. in the Registrar's Office. Grades received after this date will not be processed until January 2024
Friday 22	Fall grades accessible
Friday 22	Last day prior to December Break
December Break	CBU Closed Monday December 25 and Re-opens Tuesday January 2

Winter Semester (JANUARY – APRIL 2024)

JANUARY 2024

Tuesday 2	CBU re-opens
Monday 8	Classes begin- Winter term
Wednesday 17	Last date for students to finalize registration for Winter Term courses (financial penalty applies for courses dropped after this date)
Wednesday 17	Final date to withdraw from a full-year (six credit) course without academic penalty (financial penalty will apply)
Tuesday 30	Deadline for Payment for Winter Term Fees

FEBRUARY 2024

Thursday 15	Deadline for International Admission Applications (applying for May 2024)
Monday 19	**Nova Scotia Heritage Day (CBU closed)**
Mon 19- Fri 23	Winter Reading Week - No Classes

MARCH 2024

Friday 1	Final date to apply for CBU Entrance scholarships for Fall 2024
TBA	Spring 2024 Registration Opens
Friday 8	Final Date to Withdraw from a Winter Term 3 credit course without academic penalty (financial penalty applies)
Friday 29	**Good Friday (CBU Closed)**
Sunday 31	Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for Spring Registration

APRIL 2024

Monday 1	**Easter Monday (CBU Closed)**
Friday 5	Classes End- Winter Term
Mon 8, Tues 9	In the event of campus closure due to weather or other conditions, April 8 & 9 will be used as class make-up days. If usage is required, the class schedule will be determined by the Registrar's Office
Wednesday 10	Examinations begin
Friday 19	Examinations end
Monday 22	Examination make-up date
Thursday 25	Final grades due by 4:00 p.m. in the Registrar's Office
Friday 26	Grades accessible
Monday 29	Classes begin – Spring/Summer Session (Commence in April) (12 Week courses, 8-week courses and 6 Week Courses, April 29 start dates)

Spring/Summer Semester (MAY – AUGUST 2024)

MAY 2024

TBD	Calculus Readiness Test
Friday 3	Last date for students to finalize registration for Spring/Summer Term courses that commenced on April 29, 2024 (financial penalty applies for courses dropped after this date)
Monday 6	Special Senate meeting to approve Graduates
Tuesday 7	Final Graduation List Posted @ 4:00 pm
TBD	Fall 2024/Winter 2025 Registration Schedule Opens
Thurs 16, Fri 17	Convocation Days (By school will be determined in February 2024)
Monday 20	**Victoria Day (CBU Closed)**
Monday 20	Final date to withdraw from a 6 Week course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday April 29, 2024.
Thursday 30	Payments due for all Spring/Summer Courses
Friday 31	Final date to withdraw from an 8 Week course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday April 29, 2024.

JUNE 2024

Monday 3	Application to Graduate for 2024 Fall Convocation Open
Friday 7	Last Day of classes for 6 Week April 29th start courses
Thursday 13	Final grades for 6 Week April 29th start courses (ending on June 7), due by 4:00 p.m. in the Registrar's Office
Friday 14	Final grades for 6 Week April 29th start courses accessible
Saturday 15	Deadline for International Admission Applications (applying for September 2024)
Tuesday 18	Classes begin – Spring/Summer Session (6 Week June start courses)
Friday 21	Last date for students to finalize registration for Spring/Summer Term courses that commenced on June 18, 2024 (financial penalty applies for courses dropped after this date)

Friday 21	Last day of classes for 8 Week April 29th start courses
Thursday 27	Final grades due to the Registrar's Office by 4:00 pm for 8 Week April 29th start
Friday 28	Final grades for 8 Week April 29th start courses accessible

JULY 2024

Monday 1	**CBU Closed in Observation of Canada Day**
Monday 1	Final date to withdraw from 12-week April 29th start course without academic penalty (financial penalty will apply). This is for courses that commenced on Monday April 29, 2024
Friday 5	Final date to withdraw from 6-week June 19th start course without academic penalty (financial penalty will apply). This is for courses that commenced on Tuesday June 18, 2024
Friday 19	Last day of classes for 12 Week May start courses
Thursday 25	Final grades for 12 Week May start courses (ending on July 19), due by 4:00 p.m. in the Registrar's Office
Friday 26	Final grades for 12 Week May start courses accessible
Tuesday 30	Last day of classes for 6 Week June start courses that commenced on Tuesday June 18, 2024
Wednesday 31	Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for September Registration

AUGUST 2024

Friday 2	Final grades for 6 Week June start courses (ending on July 30), due by 4:00 p.m. in the Registrar's Office
Monday 5	Civic Day - CBU closed
Tuesday 6	Final grades for 6 Week June start courses accessible
Saturday 31	Residence Move in Date

Fall Semester (SEPTEMBER – DECEMBER 2024)

SEPTEMBER 2024

TBA	Calculus Readiness Dates
Monday 2	**Labour Day (CBU closed)**
Wednesday 4	Classes Begin
Friday 13	Last date for students to finalize registration for Fall Term courses (financial penalty applies for courses dropped after this date)
Monday 30	Deadline for Payment for Fall Term Fees
TBA	Last Day to opt out of Students' Union Health Plan:
Monday 30	Final date to clear Spring/Summer Term INC grades
Monday 30	**In Observance of National Day for Truth and Reconciliation (CBU Closed)**

OCTOBER 2024

Monday 14	**Thanksgiving (CBU closed)**
Friday 18	Exam schedule posted for December examinations
Friday 25	Final Date to Withdraw from a Fall Term 3 credit course without academic penalty (financial penalty applies). Any Fall course withdrawals after today will receive an "F" grade.
Thursday 31	Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for January Registration

NOVEMBER 2024

First Week in November Date TBA	Fall Convocation
Monday 11	**In Observance of Remembrance Day (CBU Closed)**
Monday 11-15	Fall Reading Week - No classes

Monday 18	Applications for 2025 Spring Convocation open

DECEMBER 2024

Tuesday 3	Classes End – Last Day of classes
Wednesday 4	Monday Make Up Day
Thurs 5, and Fri 6	*In the event of campus closure due to weather or other conditions, **December 5 & 6** will be used as class make-up days. If usage is required the class schedule will be determined by the Registrar's Office*
Saturday 7	Exams begin
Tuesday 17	Exams end
Wednesday 18	Examination make-up date
Friday 20	Final grades due by 4:00pm in the Registrar's Office
December Break	CBU Closed Tuesday December 24 and Re-opens Thursday January 2

Winter Semester (JANUARY – APRIL 2025)

JANUARY 2025

Thursday 2	CBU Re-opens
Monday 6	Classes begin for Winter Term Courses
Wednesday 15	Last date for students to finalize registration for Winter Term courses (financial penalty applies for courses dropped after this date)
Wednesday 15	Final date to withdraw from a full-year (six credit) course without academic penalty (financial penalty will apply)
Thursday 30	Deadline for Payment for Winter Term Fees

Friday 31	Spring Graduation Application Closes
Friday 31	Final date to clear 2024 Fall Term INC grades

FEBRUARY 2025

Monday 17	**Nova Scotia Heritage Day (CBU closed)**
Monday 17 to Friday 21	*Winter Study Break* - No Classes
Friday 28	Final Date to Withdraw from a Winter Term 3 credit course without academic penalty (financial penalty applies) Any course withdrawals after today will receive an "F" grade.
Friday 28	Final exam schedule posted for April examinations

MARCH 2025

Monday 3	Final Day to apply for CBU Entrance Scholarships
Friday 28	Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for Spring Registration

APRIL 2025

Friday 4	Classes End
Mon. 7, Tues. 8, & Wed. 9	*In the event of campus closure due to weather or other conditions, April 7, 8, & 9 will be used as class make-up days. If usage is required, the class schedule will be determined by the Registrar's Office*
Thursday 10	Winter Term Examinations begin
Friday 18	**Good Friday (CBU Closed)**
Monday 21	**Easter Monday (CBU Closed)**
Tuesday 22	Winter Term Examinations End
Wednesday 23	Examination make-up date

Friday 25	Final grades due by **4:00 p.m.** in the Registrar's Office
Monday 28	Grades available

Spring/Summer Semester (MAY- AUGUST 2025)

MAY 2025

Monday 5	Classes begin for Spring/Summer 12-week, 8-week, 6-week Spring/Summer 1 and 4-week Spring/Summer 1 classes. (referred below as 12W, 8W, 6W S1 and 4W S1)
TBD	Calculus Readiness Test
Friday 9	*Last date for students to finalize registration for Spring/Summer Term courses that commenced on May 5, 2025 (financial penalty applies for courses dropped after this date)*
Friday 16	Special Spring Graduation Approval Senate Meeting
Monday 19	**Victoria Day (CBU Closed)**
Tuesday 20	Final date to withdraw from a 4W S1 course without academic penalty (financial penalty will apply). This is for courses that commenced on **Monday May 5, 2025**
Wednesday 21	Final Graduation List Posted @ 4:00 p.m.
Friday 23	Final date to withdraw from a 6W course without academic penalty (financial penalty will apply). This is for courses that commenced on **Monday May 5, 2025**
Wed. 28, Thur. 29, Fri. 30	**Convocation Days (By school will be determined in February, possible additional dates could be added).**
Friday 30	**Last Day of Classes for 4W S1 3-Credit Courses**
Friday 30	Payments due for all Spring/Summer Courses (even for courses starting after this date)
Friday 30	Final date to withdraw from an 8W course without academic penalty (financial penalty will apply). This is for courses that commenced on **Monday May 5, 2025**

JUNE 2025

Monday 2	Graduation Application Opens for Fall 2025 Convocation

Tuesday 3	Final grades due by **4:00 p.m**. in the Registrar's Office for 4W S1 courses – commenced on **May 5, 2025**
Thursday 5	Grades accessible for 4W S1 courses that commenced on **May 5, 2025**
Monday 9	Classes start for 4-week Spring/Summer 2 (referred below as 4W S2)
Friday 13	Last Day of Classes for 6W S1 3-Credit Courses
Tuesday 17	Final grades due by 4:00 p.m. in the Registrar's Office for 6W S1 that commenced on **May 5, 2025**
Thursday 19	Grades accessible – 6W S1 courses
Monday 23	Classes start for 6-week Spring/Summer 2 (referred to below as 6W S2)
Friday 27	*Last date for students to finalize registration for Spring/Summer Term courses that commenced on **June 23, 2025** (financial penalty applies for courses dropped after this date)*
Monday 30	Final grades due by 4:00 p.m. in the Registrar's Office for 8W and 4W S2 courses that commenced on **May 5 and June 9, 2025**

JULY 2025

Tuesday 1	**Canada Day (CBU Closed)**
Wednesday 2	Grades accessible for 8W and 4W S2 courses.
Wednesday 7	Final date to withdraw from a 12W course without academic penalty (financial penalty will apply). This for courses that commenced on **May 5, 2025**
Friday 11	Final date to withdraw from a 6W S2 course without academic penalty (financial penalty will apply). This is This is for courses that commenced on **Monday June 23, 2025**
Friday 25	**Last day of classes for 12W courses**
Tuesday 29	Final grades due by 4:00 p.m. in the Registrar's Office for 12W courses that commenced on **Monday May 5, 2025**
Thursday 31	Grades accessible for 12W courses
Thursday 31	*Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for September Registration*

AUGUST 2025

Friday 1	**Last day of classes for 6W S2 courses**
Monday 4	**Civic Holiday (CBU Closed)**
Tuesday 5	Final grades due by 4:00 p.m. in the Registrar's Office that 6W S2 commenced on **June 23, 2025**
Thursday 7	Grades accessible for 6W S2 courses

Certificate in High School Mathematics Education

This program is intended for educators working at the high school level (grades 9-12) in Nova Scotia. Educators will explore the broad content areas covered in the curricula, further developing their own mathematics content knowledge and pedagogy to effectively facilitate all students' learning through inclusive and culturally responsive practice that includes innovative teaching strategies and assessment methods. The certificate pairs 18 credits of mathematics content courses and 12 credits of mathematics methodology courses to promote connecting strong skills to effective practice.

This program is not designed for elementary endorsed teachers or secondary teachers who are already endorsed to teach mathematics, or those who have a major or minor in mathematics. It leads to a second teachable in mathematics.

Note: This certificate is not intended for educators who wish to teach advanced mathematics courses such as calculus and pre-calculus. Those wishing to teach such courses should have a first teachable in mathematics.

Admission Requirements

This program is offered primarily on-campus with scheduling suitable for teachers.

- Completion of a Bachelor of Education degree
- Mathematics 12 or Pre-Cal 12 (or equivalent)
- Nova Scotia Teacher Certification – Secondary
- Meet CBU's English Language Proficiency Requirements
- Any questions can be directed to teachered@cbu.ca.

Program Requirements

Education Courses (12 credits):

Students must achieve a minimum grade of 60% in each education course.
EDUC-4XXX Foundations of Teaching Secondary Mathematics (3 Credits)
EDUC-4154 Curriculum and Instruction of Secondary Mathematics I (3 Credits)
EDUC-4155 Curriculum and Instruction of Secondary Mathematics II (3 Credits)
EDUC-5XXX Advanced Graduate Seminar: Teaching High School Mathematics (3 Credits)

Mathematics Courses (18 credits):

Route to be determined in consultation with Academic Advisor

MATH-1216 Fundamentals of Mathematics (3 Credits) **MATH-1109** Introductory Statistics I (3 Credits) **MATH-1114** Math. of Personal Finance (3 Credits) **MATH-1101** Calculus with Precalculus I (3 Credits) **MATH-1203** Calculus with Precalculus II (3 Credits) **MATH-1116** Intro. to Computing with C++ (3 Credits)	**MATH-1216** Fundamentals of Mathematics (3 Credits) **MATH-1109** Introductory Statistics I (3 Credits) **MATH-1114** Math. of Personal Finance (3 Credits) **MATH-1105** Calculus I (3 Credits) **MATH-1211** Introductory Statistics II (3 Credits) OR **MATH-2301** Linear Algebra I (3 Credits) **MATH-1116** Intro. to Computing with C++ (3 Credits)

CBU's Charter of Academic Citizenship

CBU's Charter of Academic Citizenship outlines five values which underpin academic integrity. These values apply to all areas of work at CBU, from how we conduct ourselves in the classroom to how we lead in our work and community.

Originality

Ensure that your work is rooted in your own intellectual efforts.

A central purpose of the academic enterprise is to extend our own abilities and broaden our perspectives. No one's work can be said to be wholly unique or original; however, learning and development requires that individuals create work that originates from their own thoughts and efforts. In this way we do not simply reproduce the work of others; instead we create new understandings, reconceive existing concepts, and challenge long-accepted ideas. These efforts towards discovery lead to the growth and refinement of the collective knowledge of humanity.

Integrity

Honestly represent your own work and respect the ideas, knowledge, and work of others.

All legitimate academic work represents honestly and scrupulously, to the best of the scholar's ability, the results of their study and creativity. Even the most novel scholarship borrows from, is inspired by, and reacts to the work of others. Thus, a core principle of academic life is to fully acknowledge the work of others when it has guided and informed one's own.

Fairness

Expect to be evaluated impartially.

Everyone deserves to be treated equitably, with the expectation that the standards applied to their work and their progress are reasonably consistent across the institution.

Collegiality

Treat everyone with respect and dignity.

We skeptically and boldly challenge preconceptions and conventional thinking while treating all members of the community with respect. And while university work challenges everyone to do and be their best, the success of one does not preclude the success of another. All can excel.

Responsibility

Do your part to maintain high standards.

All members of the university community take it upon themselves, to the best of their abilities, to work towards maintaining the highest possible standards of academic citizenship as defined by this charter.

Celtic Culture

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must also be met by students in Celtic Culture programs.

BA Concentration (30 credits in Celtic Culture)

- Students must choose from at least three of the four groups listed below
- Six (6) credits minimum in Gaelic language (any GAEL course)
- Minimum of 12 credits at the 3000 level or higher

BA/BACS Minor (24 credits in Celtic Culture)

- Students must choose from at least three of the four groups listed below
- Six (6) credits minimum in Gaelic language (any GAEL course)
- A minimum of 6cr at the 3000 level or higher

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

BA or BACS Area Major (with Celtic Culture)

Please refer to BA or BACS program requirements regarding the development of an Area Major degree. Students interested in using Celtic Culture as one of the subjects in the Area Major should consult with the Department Chair.

GROUP 1	GROUP 2	GROUP 3	GROUP 4
Folklore/ Music	**History**	**Literature**	**Religion**
MUSI2201 or FOLK2103 Introduction to Gaelic Song	HIST2102 Celtic History	ENGL2461 Celtic Revival in Literature	RELS2104 Celtic Religion I: Druidism
MUSI2203 or FOLK2113 Introduction to Celtic Instrumental Music	HIST3101 Modern Ireland, 1603-1848	ENGL2463 Modern Celtic Literature	RELS2105 Celtic Religion II: Christianity
MUSI2251 or FOLK2105 Social History of Celtic Music & Dance	HIST3103 Modern Ireland, 1848-2000	ENGL4401 Contemporary Irish Literature	
MUSI2221 or FOLK2107 Early Canadian Celtic Music	HIST3122 Modern Scottish Highlands		
MUSI2223 or FOLK2108 Contemporary Canadian Celtic Music	HIST3130 Viking World		
MUSI2911 Cape Breton Fiddle			
MUSI2913 Fiddle Music for Dancing			
MUSI2917 Cape Breton Fiddle Composers			
MUSI2915 Evolution of the Cape Breton Fiddle Style			

Certificate & Designation Programs

Certificate in Bioethics and Health

The Certificate in Bioethics and Health at CBU appears on your transcript as a formal recognition of your education and training in critical thinking and moral reasoning skills. Learn from qualified experts in the fields of philosophy, sport and activity leadership, anthropology/sociology, psychology, communications and more, to become a well-rounded student ready to engage in analysis and critique of health practices. By examining connections between health and spirituality, Indigenous health and community-based healing practices, our students will broaden their horizons, preparing you for a future in social work, journalism, healthcare administration and management, law and more.

This certificate is only open to students currently in a degree program and is awarded only in conjunction with a degree. All CBU degree's are eligible for this option.

No separate application form is necessary; students can take eligible courses for the certificate anytime throughout their studies. Upon applying to gradate, students should indicate on their application that they intend to graduate with the Bioethics and Health Certificate in addition to their regular degree program and have completed at least 18 credits as defined below:

BIOETHICS: Choose at least 6 credits from the following (Maximum 9 credits): **PHIL-2111**

Biomedical Ethics
Credits: 3

Exclusions: Unavailable to students with credit for PHIL225, PHIL330 or NURS330.

May not be taken in place of NURS3100 or PHIL3130 in BSc Nursing.

Long-standing moral controversies such as abortion and euthanasia will be examined, along with other issues including patient/doctor relationships, health-care allocation and organ donation.

PHIL-2125 Death and Dying: Dying and Values
Credits: 3

Exclusions: Unavailable to students with credit for PHIL257 or RELS257

Cross-listed with RELS2125

Death as a process of life. Cardiac, whole brain and higher brain definitions of death. Interdisciplinary perspectives. Moral standing and ethical principles. Death condemnation and embalming. DNR and DNH orders, transplants and living wills.

PHIL-2127 Death and Dying: Death, Healing and Ageing
Credits: 3

Exclusions: Unavailable to students with credit for PHIL259 or RELS259. Cross-listed with RELS2127

Heidegger, Sartre and Marcel on the nature of death. Healing techniques: good and bad grief. Ageing as a process. The metaphysical structure of death as such (what death is like to the dead).

ENGL-1109 Reading and Writing about Science
Credits: 3

Exclusions: Unavailable to students with credit for ENGL200 or ENGL1600

An introduction to critical reading and writing through a variety of texts that deal with science, and by responding to those texts in analytical prose. This writing intensive course includes an introduction to scholarly research.

SPAL-3107 Prevention and Care of Athletic Injuries
Credits: 3

Prerequisite: SPAL1104/1105

This course includes an analysis of selected athletic injuries including safety, prevention, causes, evaluation and care. Classes involve experiential learning with hands on prevention and treatment demonstration and practice. Students who plan to enter a professional program such as physiotherapy should take the biology prerequisites.

HEALTH STUDIES: Choose at least 9 credits from the following (Maximum 12 credits):

PHIL-2129 Spirituality and Health
Credits: 3

Exclusions: Available to non-nursing students only with the permission of the instructor. Unavailable to students with credit for PHIL265 or RELS265. Cross-listed with RELS2129

Required for all students in the BSc Nursing Program.

This course introduces students to the links between spirituality, medicine, disease and illness as they relate to health and healing techniques throughout the lifespan. Health arises at the intersection of these links. The course is directed toward students in the nursing program, though other students may enroll with permission of the instructor.

PHIL-2131 Religion and Health
Credits: 3

Prerequisite: PHIL2129

Exclusions: Available to non-nursing students only with the permission of the instructor. Unavailable to students with credit for PHIL267 or RELS267. Cross-listed with RELS2131

Required for all students in the BSc Nursing Program.

This course introduces students to the links between religion, culture and health. The major world religions offer guidance on how to live harmoniously with self, others and the environment, thereby playing a focal role in health issues. The course is directed toward students in the nursing program, though other students may enroll with the permission of the instructor.

NUTR-1101 Community Nutrition
Credits: 3

Exclusions: Unavailable to students with credit for NUTR101

This course gives a broad overview of nutrition with a special emphasis placed on Cape Breton. Topics include the history, psychology, economics, sociology, elementary chemistry and elementary biology of nutrition. Includes discussion of ways good nutrition can be obtained economically.

SPAL-2107 Sport Nutrition
Credits: 3

Exclusions: SPHK2107

The six nutrient classes and their basic metabolism in healthy individuals are reviewed. These six nutrient classes and their metabolism are then explained in terms of training, competition and post-competition nutrition for maximizing performance in specific sports covering the aerobic, anaerobic and interval spectrum (e.g. marathon running, sprinting, basketball, soccer, hockey). The interaction of diet and genetics in sports will be discussed. Finally, sources of information on sport nutrition will be noted and assessed for their reliability.

COMM-3139 Issues in Health Communication
Credits: 3

Exclusions: Unavailable to students with credit for COMM309.

An examination of the ways the personal, cultural and political circumstances influence how we experience and communicate about health and health issues. We explore how we communicate about health at different stages of our lives. Finally, we consider the communication competencies we can develop to help us better understand health information, work with health organizations and develop as health citizens and advocates.

AN/S-2207 Thinking about Health and Illness
Credits: 3

Prerequisite: 6 credits of ANTH, SOCO, and/or AN/S at the 1000 level.

This course will offer a critical study of socio-cultural patterns, causes, and effects of health and illness. We will move beyond biomedical interpretations to tap the additional insights offered by those who emphasize not only the unity of body and mind but also the importance of considering environmental, social, cultural, and economic contexts.

AN/S-2208 Practicing Well-being and Healing
Credits: 3

Prerequisite: 6 credits of ANTH, SOCO, and/or AN/S at the 1000 level.

Exclusions: Unavailable to students with credit for AN/S2222 and AN/S282

This course will offer a critical study of socio-cultural practices of well-being and healing. We will expand our thinking beyond the battle with individual-based diseases of body and mind to consider alternative approaches to healing that address not only the whole person but also larger environmental, social, cultural and economic factors.

PSYC-2504 Aboriginal Psychology: Indigenous Mental Health and Healing
Credits: 3

Prerequisite: PSYC1101 plus 3 additional credit hours of 1000 - level psychology.

Introduces the theories and findings of Aboriginal psychologist, as well as (a) shared, central tenets of First Peoples worldviews on holistic health, how they compare to a Euro-American perspective, and the problem of pan-Indianism, (b) the psychological effects of colonization, residential schools and intergenerational trauma on Indigenous communities, (c) how mainstream psychology contributed to this oppression but more recently is become a supportive ally of Indigenous communities, and (d) Indigenous healing programs and resilience.

SPAL-3108 Community Health and Physical Activity
Credits: 3

Prerequisite: SPAL2103

Exclusions: SPHK3108

This course examines the current perspectives and strategies of health promotion and health education. The course will focus on the encouragement of physical activity and related lifestyle behaviours in a

community setting.

Please contact the Dean of your program or your Academic Advisor if you have any questions.

Certificate in Educational Studies

The Certificate in Educational Studies is awarded to teachers and school administrators who complete a sabbatical program following the guidelines established by the Institute for Education. This supervised year of study requires the completion of 30 credits in an approved subject area, including an advanced graduate seminar and an internship/research project.

Certificate in Educational Studies (Arts Education)

The Educational Studies Certificate in Arts Education addresses the needs of two distinctive groups of teachers: general classroom teachers who are committed to teaching and learning through the arts.

Students have the opportunity to pursue a specific arts discipline through concentrated study and practical application. The certificate consists of 24 graduate-level credits and the teacher's choice of six credits from Fine Arts courses listed in this calendar.

All courses will initially be offered on campus at CBU and may be converted for distance delivery should student needs dictate.

REQUIRED COURSES

EDUC5100 Developmental Drama (6 credits)

EDUC5130 Phenomenology of Childhood (6 credits)

EDUC5802 Applied Research Project (6 credits)

EDUC5810 Advanced Graduate Seminar (6 credits)

Six credits of Fine Arts courses

Certificate in Ethnomusicology

The Certificate in Ethnomusicology provides students with options for studying diverse forms of music or focussing in on particular cultural areas of interest to them. The certificate serves undergraduate students who want a music credential without a full major, and serves the broader public (teachers, arts administrators, cultural tourism entrepreneurs, community members) who want to develop their musical and cultural competence through university study. Through careful degree planning, the 24 credits of the certificate can form a part of BA, BACS and BBA degrees, or it can be pursued as a standalone credential.

Students wishing to earn the Certificate in Ethnomusicology must take a minimum of twenty-four (24) credits as follows:

Complete 12 Core Credits:

- MUSI 1101 Experiencing Music (3 credits)
- MUSI 2101 Music and Culture (3 credits)
- MUSI 3101 Musics of the World (3 credits)
- MUSI 3801 Directed Study in Musicology (3 credits)

MUSI 3801 requires a special arrangement between an individual student and a professor, endorsed by the Dean, to cover a topic unavailable in the regular course offerings. See department chair for details.

Complete a minimum of 12 MUSI electives from available MUSI courses.

Students taking the Certificate in Ethnomusicology should consult annually with a faculty member in the department before choosing courses for the coming year. Applied music courses (fiddle courses; ensembles) cannot exceed 33% of credits for a music credential.

Certificate in Heritage Studies

The program is designed in response to increased opportunities for employment in the field of arts administration, heritage promotion, cultural programming and multiculturalism. The program will be of interest to people within the public and private sector involved in the hospitality industry, tourism education, small business and museums.

Students taking the Certificate in Heritage Studies must consult annually with a faculty member in the department of Heritage and Culture before choosing courses for the coming year.

To complete the certificate, 15 credits are required, as follows:

Group A – Atlantic Canada Regional Studies: FOLK2101, FOLK2104, FOLK2105 (MUSI2251), FOLK2107 (MUSI2221), FOLK2108 (MUSI2223), FOLK2111 (MUSI2201), FOLK2113 (MUSI2203), FOLK2261 (MUSI2214), FOLK2403 (MUSI2301)

Group B – Folklore Themes and Genres: FOLK2103, FOLK2401, FOLK2404, FOLK2405, FOLK2406, FOLK2407, FOLK2501, FOLK2503, FOLK3201, FOLK3203, FOLK3400, FOLK3403, FOLK3511 (MUSI3511) MUSI3301, MUSI3601

1. FOLK1101 and FOLK1103
2. Three credits from Group A FOLK courses (Atlantic Canada Regional Studies): FOLK2403, FOLK2111, FOLK2113, FOLK2105, FOLK2106, FOLK2107, FOLK2108, FOLK2261
3. Three credits from Group B FOLK courses (Folklore Themes and Genres): FOLK2401, FOLK2103, FOLK2404, FOLK2501, FOLK2503, FOLK2405, FOLK2406, FOLK3403, FOLK3511, FOLK3201, FOLK3203, FOLK3400
4. FOLK4801

Certificate in Industrial Chemistry

Criteria to earn the 27-credit certificate:

1. Not a standalone certificate - may only be earned as part of a 4-year BSc Chemistry
2. Included in the degree program would be 15-credits core to the certificate: CHEM2401 (industrial); CHEM2404 (environmental); CHEM3401 (spectroscopy); CHEM3403 (separations); CHEM4404 (chemical instrumentation design/troubleshooting).
3. Students choose from 6-credits as: a. Option 1 (if BSc Major in Chemistry), CHEM3404 (fundamentals of chemical engineering) AND CHEM4801 (independent project - with an industrial, petroleum, or environmental analyses focus) Independent study projects could have industrial partners/co-supervisors; OR b. Option 2 (if BSc Honours in Chemistry), CHEM4900 (honours thesis with an industrial, petroleum, or environmental analyses focus). Thesis projects could have industrial partners/co-supervisors.
4. 6-credits from two successful 15-week co-op work terms (from SSTC1989, SSTC2989, SST3989). Unless proprietary, the work term final reports are to be graded by a CBU faculty/staff member and the employer - both to be approved by the CBU Department of Chemistry Chair. If proprietary, in advance of the work term, the CBU Department of Chemistry Chair and the

industrial project supervisor would agree on the appropriate person to grade the final report(s). In exceptional circumstances a work term may be held at CBU if: 1. On an industrial project; and 2. With co-supervision from the industrial partner.

Certificate in Management & Administration/Certified in Management (CIM) Professional Designation

CANADIAN INSTITUTE OF MANAGEMENT

Students will be awarded a Certificate in Management and Administration, by the Canadian Institute of Management upon completion of ten (30 credits) courses as specified by the Institute, with a minimum grade of 60% in each course.

Candidates will be eligible to apply for Certified in Management (CIM) professional designation once they have acquired two years of management/administration experience. In order to be granted the designation, candidates are required to submit an application, along with two letters of reference and a current resume within six years of completing the prescribed studies.

The following are Cape Breton University equivalencies as approved by the Canadian Institute of Management:

CBU Equivalencies	
Introduction to Management	MGMT1601 Introduction to Business
Managerial Communications	COMM1105 Public Communication
Canadian Business Law	LEGL2501 Business Law I
Managerial Accounting	ACCT1203 Introduction to Accounting I ACCT1204 Introduction to Accounting II
Managerial Finance	FINC2401 Business Finance I
Strategic Policy Analysis	MGMT4605 Business Competitive Strategies
Option Courses (two courses required)	MRKT1301 Introduction to Marketing MGMT2604 Organizational Behaviour I

	MGSC3101 Information Systems for Management ECON1101 Principles of Microeconomics ECON1103 Principles of Macroeconomics

Admission Requirements

The normal rules and regulations for regular, part-time and mature students entering Cape Breton University credit courses will apply.

Additional Fees

Regular Cape Breton University tuition and fees apply to all courses. A yearly membership fee, in addition to Cape Breton University tuition and fees, is required by the Canadian Institute of Management.

Certificate in Mental Health Promotion and Protection

This certificate is awarded in conjunction with an existing degree at Cape Breton University.

It is designed to increase awareness of common mental health issues, develop knowledge and skills to promote and protect mental wellness, increase confidence in talking about mental health, and help create a community of caring, all while earning your degree.

This certificate is aimed at developing mental health advocates, and as such is focused on promoting and protecting mental wellness across the life span. The graduate will gain knowledge and practical skills to enhance individuals' ability to work through adversity and challenges, and to manage stress in ways that promote and protect good mental health. The graduate will increase their knowledge and awareness of common mental health problems and of mental health support services in their community. In addition, the graduate will gain confidence in having conversations about mental health, and learn helpful strategies to encourage individuals to seek mental health support when appropriate.

Program Requirements: 18 credits

Required: 12 credits

3 credits – PSYC-2503: Foundations in Abnormal Psychology

3 credits – PSYC-3303: Positive Psychology

3 credits – PSYC-3304: Community Psychology

3 credits – PSYC-3504: Applied Mental Health Support

Electives: Choose 6 credits from the following:

3 credits – AN/S-2206: Everyday Encounters and Emergent Realities

3 credits – AN/S-2207: Thinking about Health & Illness

3 credits – PSYC-2251: Drugs and Behaviour

3 credits – PSYC-2253: Health Psychology

3 credits – PSYC-2504: Indigenous People's Psychology

3 credits – PSYC-2601: Child Development

3 credits – PSYC-2603: Adolescent and Adult Development

3 credits – PSYC-2605: Gerontology

3 credits – AN/S-3215: Negotiating Selves and Social Identities

3 credits – AN/S-3216/POLS-3216: Bldg. Resilient Communities

3 credits – PSYC-3501: Abnormal Psychology

3 credits – PSYC-3651: Human Sexuality

3 credits – PSYC-4504: Topics in Mental Health

Additional Requirements

Mental Health Promotion

Students must have experience with presenting on mental wellness issues in a public forum at least three (3) times. This provision will be interpreted in light of the opportunities available to present on mental wellness issues. For an oral or poster presentation to satisfy this requirement, the student must be the actual presenter or co-presenter.

Examples of qualifying presentations include:

- In community presentation (open meeting, CBC…)
- Informative display (video, infographic …)
- Academic presentations (conference poster or oral presentation…)

Presenting as part of a course will not satisfy this requirement, unless that presentation was open to the public (not just to members of the class).

Engagement

20 hours combined from the following:

- Appropriate work or volunteer on campus (e.g. Peer Supporter, Women's Centre, Pride and Allies Centre)
- Appropriate work or volunteer in community (e.g. YMCA, Glace Bay Town House, Whitney Pier Youth Club).

The Career Services unit will be instrumental in helping a student find the required opportunities and document the experience (see appendix).

Students are assigned to a faculty member who follows the students and meets on a regular basis for a debrief and to reinforce the learning goals of the placement. Students are encouraged to write appropriate learning goals at the beginning of the placement to ensure the focus of their time relates to some aspect of the certificate. A faculty member could follow a group of students and meet with them as a group – this way the students share and learn from each other's experience.

Notes:

The certificate will be adjudicated by the four-member Mental Health Supporter Committee (MHSC). The MHSC will be established annually by the Dept. of Psychology. The committee will consist of two faculty members of the Department, and one from either the departments of L'nu, Political and Social Studies, Nursing or Psychology. The fourth member will come from the community and must have mental health counselling experience (e.g., MSW, Masters in Clinical Psychology, or MA/MEd in Counselling with a Nova Scotia registered counselling therapist designation, minimum).

Appendix:

Career Services can be of assistance in helping students to secure a 20-hour volunteer placement via the following:

- Work together with faculty to provide students with a placement which will allow the student to supplement their learning with hands-on community-based experience.
- Workshops providing information in the areas of professional development, job search and resume preparation, all geared towards how to approach potential organizations and succeed during placement, if required.
- Meet with students one-on-one to discuss volunteer-related goals and expected outcomes and to review required process and related documentation. It is important to note that as with all Work Integrated Learning programs, staff will provide necessary tools to students so that they can secure their placement. Once equipped with tools, the student is responsible for securing the placement. Career Services staff and faculty can intervene, if necessary.
- Perform site visits mid-way through the placement.
- Work with the organization to complete final evaluation.
- Provide documents such as Learning Contracts, Site Visit forms, Evaluations, Risk Assessment documents and any other relevant materials.

Certificate in Public Administration

This program is designed for people who are interested in working for the public and para-public sectors, community organizations, social agencies, and advocacy groups. It may also be of interest to private-sector employees who are in contact with government, and those interested in gaining knowledge about public administration and public policy. We are currently living through the greatest period of change in the history of Canada. As our legal, political, and economic systems are transformed, so are our laws and public policies.

General Certificate Compulsory Courses	Elective Courses (9 credits)
POLS1100 - 6 credits	POLS2141 - 3 credits
POLS2102 - 6 credits	POLS2143 - 3 credits
POLS2110 - 6 credits	POLS3103 - 3 credits
POLS2161 - 3 credits	POLS3104 - 3 credits
POLS3801 - 3 credits	POLS3111 - 3 credits
	POLS3143 - 3 credits
	POLS3114 - 3 credits
	POLS3115 - 3 credits
	POLS4100 - 6 credits

The Certificate in Public Administration also offers concentrations in Municipal Government, International Studies, Law and Policy Studies, First Nations Affairs as well as the general certificate. Each concentration option consists of 33 credits made up of combinations of Political Science and possibly Economics, Business Administration, Psychology, Sociology and Mi'kmaq Studies courses appropriate to the concentration option.

Certificate in Public Administration – Concentration in Aboriginal Affairs

Compulsory Courses	Elective Courses (9 credits)
POLS1100 or POLS2102 - 6 credits	POLS2104 - 3 credits
POLS2110 - 6 credits	POLS3101 - 3 credits
POLS2112 - 6 credits	POLS3106 - 3 credits
POLS2161 - 3 credits	POLS3110 - 3 credits
POLS3801 - 3 credits	POLS4110 - 6 credits
	MIKM3110 - 6 credits

Certificate in Public Administration – Concentration in International Studies

Compulsory Courses	Elective Courses (9 credits)
POLS1100 - 6 credits	POLS2131 - 3 credits
POLS2110 - 6 credits	POLS2133 - 3 credits
POLS2161 - 3 credits	POLS2134 - 3 credits
POLS3130 - 6 credits	POLS2135 - 3 credits
POLS3801 - 3 credits	POLS2136 - 3 credits
	POLS3131 - 3 credits

	POLS3133 - 3 credits
	POLS3134 - 3 credits
	POLS3135 - 3 credits
	POLS3136 - 3 credits
	POLS3123 - 3 credits
	POLS3137 - 3 credits
	POLS4130 - 6 credits

Certificate in Public Administration – Concentration in Law and Policy Studies

Compulsory Courses	**Elective Courses (9 credits)**
POLS1100 - 6 credits	POLS2140- 6 credits
POLS2110 - 6 credits	POLS2115 - 3 credits
POLS2161 - 3 credits	POLS2141 - 3 credits
POLS2104 - 3 credits	POLS2143 - 3 credits
POLS3130 - 6 credits	POLS2144 - 3 credits
POLS3801 - 3 credits	POLS3101 - 3 credits
	POLS3106 - 3 credits
	POLS3141 - 3 credits
	POLS3143 - 3 credits
	POLS3113 - 3 credits
	POLS3114 - 3 credits
	POLS3115 - 3 credits
	POLS4110 - 6 credits

Certificate in Public Administration Concentration in Municipal Government

Compulsory Courses	**Elective Courses (9 credits)**
POLS2102 - 6 credits	
POLS2110 - 6 credits	POLS3121 - 3 credits
POLS2161 - 3 credits	POLS3111 - 3 credits
POLS3103 - 3 credits	POLS3114 - 3 credits
POLS3104 - 3 credits	POLS4110 - 6 credits
POLS3801 - 3 credits	

Certificate in Quantitative and Qualitative Psychology Research Methods

This certificate program provides a comprehensive opportunity to document learning about quantitative and qualitative research methods in psychology. These research methods can be applied in various fields such as business, nursing, education, and other disciplines. This certificate is only open to students currently in a degree program, and is awarded only in conjunction with a degree. Detailed information is available from the Department of Psychology, through the department chair.

Criteria to earn the certificate:

1. Not a standalone certificate - may only be earned as part of a 4-year BSc, BA or BACS Psychology.

2. Included in the degree program would be 18-credits core to the certificate:

- PSYC1101 Introduction to Psychology as a Natural Science
- PSYC1103 Introduction to Psychology as a Social Science
- PSYC2101 Data Analysis
- PSYC2111 Research Methods in Psychology
- PSYC3101 Research Practicum in Psychology
- PSYC3103 Qualitative Methods in Psychology
- Average grade of 75% or higher across PSYC2101, PSYC2111, PSYC3101 and PSYC3103.

3. Original Research Requirement:

a. Option 1 PSYC4900 Honours Seminar and Thesis (6cr) OR

b. Option 2 (with prior approval from the Psychology Department), PSYC4800 or PSYC4801, Directed Study, 3 or 6 credits.

OR

c. 120 hours minimum paid or volunteer research assistant in original research (must have prior approval of Psychology Department).

Certificate in Quantitative and Qualitative Psychology Research Methods

This certificate program provides a comprehensive opportunity to document learning about quantitative and qualitative research methods in psychology. These research methods can be applied in various fields such as business, nursing, education, and other disciplines. This certificate is only open to students currently in a degree program, and is awarded only in conjunction with a degree. Detailed information is available from the Department of Psychology, through the department chair.

Criteria to earn the certificate:

1. Not a standalone certificate - may only be earned as part of a 4-year BSc, BA or BACS Psychology.

2. Included in the degree program would be 18-credits core to the certificate:

- PSYC1101 Introduction to Psychology as a Natural Science
- PSYC1103 Introduction to Psychology as a Social Science Certificate in Bioethics andCertificate in Bioethics and Health
- Health
-
- PSYC2101 Data Analysis
- PSYC2111 Research Methods in Psychology
- PSYC3101 Research Practicum in Psychology
- PSYC3103 Qualitative Methods in Psychology
- Average grade of 75% or higher across PSYC2101, PSYC2111, PSYC3101 and PSYC3103.

3. Original Research Requirement:

a. Option 1 PSYC4900 Honours Seminar and Thesis (6cr) OR

b. Option 2 (with prior approval from the Psychology Department), PSYC4800 or PSYC4801, Directed Study, 3 or 6 credits.

OR

c. 120 hours minimum paid or volunteer research assistant in original research (must have prior approval of Psychology Department).

Certificate in Social Research

This program teaches research methods for studying human social behaviour, social organization and culture. Students will get training and practice in a broad range of social research skills, which are much in demand in today's work world. Two groups will find it especially useful. First, students can earn the certificate while studying for a CBU degree. (The program fits easily into a BA, BACS or BBA program with no need to take extra courses.) Second, people already in a career can upgrade their research skills or prepare themselves for a career transition by doing this certificate as a stand-alone program. Detailed information is available from the Department of Anthropology & Sociology, through the department chair.

The certificate is composed of 30 credits:

- 6 credits - ANTH1101 or ANTH1103 or ANTH1104 and SOCO1301 Intro to Anthropology & Sociology
- 6 credits - AN/S2210 Qualitative Research
- 6 credits - AN/S2212 Quantitative Research
- 6 credits - Elective(s) in AN/S, ANTH, &/or SOCO above 1000-level
- 6 credits Research course(s) from among: Methods of Applied Social Research (AN/S3230), or Directed Study (AN/S3800, AN/S3801/AN/S3803, AN/S4811/AN/S4813, AN/S4801), or Senior Thesis in AN/S4900 or ANTH4900 or SOCO4900.

Note: For this certificate, the Directed Study or Thesis must centre on original empirical research conducted by the student.

This certificate signals a recipient's special competence in social-science research. Thus, the following special grade standards will apply:

Average grade of 65% or more across the whole set of 30 credits that the student offers in fulfilment of the certification requirements

A minimum grade of 65% in each of AN/S2210, AN/S2212 and the advanced research-oriented course(s) listed in item five, above

A minimum grade of 70% in at least one of the two core methods courses (AN/S2210 or AN/S2212), or in the advanced research-oriented course(s) (item five, above).

Certificate in Theatre Arts

The Certificate in Theatre Arts combines the study of dramatic literature with practical theatre training. All the courses associated with the certificate are accredited and can be applied toward a Bachelor of

Arts or another relevant degree at CBU. The program has been designed to serve undergraduate students at CBU, as well as members of the general public - teachers, adult educators, community theatre workers, arts administrators, cultural tourism officers - who want to develop their knowledge of theatre by studying in a university setting. Careful degree planning can support earning the Certificate through electives and core courses in most BA and some BACS programs, and the program can also be taken on its own. Students in other Schools are advised to consult with the department chair to confirm the feasibility of the Certificate within their chosen program.

Complete 6 Credits

DRAM1101	Play Production (3 cr)
DRAM3901	Drama Practicum (3 cr) chosen in consultation with department chair, prior to the student's final year in the program.

Complete 6 Credits, Dramatic Literature (note the prerequisite; 6 credits of 1000 level English

ENGL2241	Shakespeare (3 cr)
ENGL2606	Dramatic Literature by Women I (3 cr)
ENGL2607	Dramatic Literature by Women II (3cr)
ENGL2642	A Survey of the Drama (6 cr)
ENGL3122	Medieval Drama (3 cr)
ENGL3241/ENGL3243	Renaissance Drama I & II (3 cr each)
ENGL3301	Romantic Drama (3 cr)
ENGL3303	Victorian Drama (3 cr)
ENGL3320	Restoration and Eighteenth Century Drama (6cr)
ENGL3406	Canadian Drama (3)
ENGL3407	Dramatizing Ireland: Plays from 1950 - Present (3 cr)
ENGL3441	Modern American Drama (3 cr)
ENGL4240	Studies in Shakespeare (6cr)
ENGL 4404	Indigenous Drama in Canada (3 cr)

ENGL2701/3701/4701 can be used in this category when the special topic is focused on Dramatic Literature.

Complete 12 Credits Theatrical Practice (Choose four, all courses listed below are 3 credits)

DRAM2101	An Introduction to Acting
DRAM2151	Voice Production
DRAM2201	Introduction to Theatre Directing
DRAM2203	Theatre for Children
DRAM2204	Improvisational Theatre
DRAM2205	Applied Theatre
DRAM2621 / ENGL2624	Playwriting I
DRAM2623 / ENGL2625	Playwriting II
DRAM3101	Movement for the Theatre
DRAM3103	Voice for the Theatre
DRAM3104	Stagecraft
DRAM3105	Stage Management for the Theatre
DRAM3106	Acting II
DRAM3107	Collective Creation and Devising
DRAM3108	Arts Management in the Creative Economy
DRAM4100	Advanced Topics in Applied Theatre
DRAM4101	Site Specific and Environmental Theatre

DRAM2701/3701/4701 can be used in this category when the special topic is focused on theatrical practice.

Certificate of Proficiency in French Language

Regulations

Beginners level – A2

The French Certificate – Beginners A2 level consists of 12 credits. Students must complete:

- FRNC-1100 - Introductory French I (6 credits) or FRNC-1100A-1 (3 credits) + FRNC-1100B-1 (3 credits) or FRNC-1100A-2 (3 credits) + FRNC-1100B-2 (3 credits)
- FRNC-1102 - Introductory French II (6 credits) or FRNC-1102A (3 credits) + FRNC-1102B (3 credits)

Intermediate level – B2

The French Certificate – Intermediate B2 level consists of 18 credits in language acquisition courses at the 2000 level. Students should choose from

- FRNC-2101 - Communication orale et écrite I (3 credits)
- FRNC-2103 - Communication orale et écrite II (3 credits)
- FRNC-2108 - Français intermédiaire I (3 credits)
- FRNC-2109 - Français intermédiaire II (3 credits)
- FRNC-2200 - Le Français parlé au bureau (6 credits)
- FRNC-2204 - Conversation (3 credits)
- FRNC-2205 - Rédaction (3 credits)
- FRNC-2206 - Grammaire intensive et communicative (3 credits)
- FRNC-2207- Phonétique pratique et théorique (3 credits)

Advanced level – C1

The French Certificate - Advanced level – C1 consists of 18 credits in language acquisition courses at the 3000 level. Students must complete

- FRNC 3103 Stylistique comparée et traduction (3 credits)
- FRNC 3104 Français des affaires (3 credits)
- FRNC 3108 Conversation avancée (3 credits)
- FRNC 3109 Réaction, Vocabulaire et Style (3 credits)
- FRNC 3301 Pragmatique et communication interculturelle (3 credits)
- FRNC 3324 Cinéma français et francophone (3 credits)

Certificate Programs

Certificate Programs - BET

Please refer to the subsections of this topic.

Changing a Course or a Course Section

Some programs permit course changes. After the first two weeks of classes, students will need the instructor's approval to join the course. Changing a course may have financial ramifications. (See the Financial Section of this calendar or consult with the Vice-President Student Services, and Registrar. Moreover, if students stay in the same course but switch sections, they must still go through the process (either by signing a form at the Registrar's Office, or using the student log-in online at www.cbu.ca) similar to changing a course. For example, if a student is in ENGL1600:10 (10 is the section number) which meets at 8:30 a.m. on Mondays, Wednesdays and Fridays, and wishes to move to ENGL1600:16 which meets on Thursday evenings, the student is still required to drop ENGL1600:10 and add ENGL1600:16.

All course changes, including section changes and drops, at any time, require submission of a Drop/Add Form to the Registrar's Office, or must be completed online at **www.cbu.ca**.

There are four main delivery options for course registration. They are scheduled this way in the course catalog.

- Lecture
- In Person or Live Online
- Online (Live)
- Online (Not Live)

Note: Students should look at course locations when registering for classes.

Chemistry

A three-year degree requires:

1. Core Courses - 18 credits

- 3 credits English from ENGL1104/1106/1107/1108/1109
- 3 credits PHIL2221 or PHIL2223
- 6 credits of approved writing electives (see list below)
- 6 credits MATH: MATH1105 or MATH1203 and MATH1206

2. Chemistry Specialization - 36 credits

- 24 credits
  CHEM: CHEM1104, CHEM1105, CHEM2201, CHEM2203, CHEM2301, CHEM2303, CHEM2403, C HEM2501
- 12 credits additional CHEM with at least 6 credits beyond the 2000 level.

3. Other Science - 12 credits

- From a second discipline of science: BIOL, ENGI, GEOL, MATH, NUTR, PHYS, or PSYC.

4. Free Electives - 24 credits.

5. An average of 60% in courses in Chemistry specialization in last two years of program.

6. An average of 55% over the entire 90-credit program.

A four-year degree with a Chemistry major requires:

1. Core courses (18 credits)

- 3 credits English from ENGL1104/1106/1107/1108/1109
- 3 credits PHIL2221 or PHIL2223
- 6 credits of approved writing electives (see list below)
- 6 credits MATH: MATH1105 or MATH1203 and MATH1206

2. Chemistry Major - 54 credits

- 27 credits CHEM: CHEM1104, CHEM1105, CHEM2201, CHEM2203, CHEM2301, CHEM2303, CHEM2403, CHEM2501, CHEM2601
- 27 credits additional CHEM to include 24 credits above the 2000 level of which at least 9 credits are at the 4000 level. Courses to include at least 3 of the 5 sub-disciplines for Chemistry (organic, inorganic, analytical, physical, biochemistry).

3. Area of minor - 12 credits

- From a second discipline of science: BIOL, ENGI, GEOL, MATH, NUTR, PHYS, or PSYC.

4. Science electives - 12 credits

- Generally, courses from BIOL, CHEM, GEOL, MATH, NUTR, PHYS, and PSYC are acceptable.

5. Free electives - 24 credits

6. An average of 65% in courses in Chemistry major in last three years of program.

7. An average of 60% over the entire 120-credit program.

8. MATH1116, MATH2113 (CHEM3201), MATH2214 (CHEM3203), PHYS1104 and PHYS1204 must be included in 2, 3, 4 or 5 above.

A four-year degree with a Chemistry major with honours requires:

1. Core courses (18 credits)

- 3 credits English from ENGL1104/1106/1107/1108/1109
- 3 credits PHIL2221 or PHIL2223
- 6 credits of approved writing electives (see list below)
- 6 credits MATH: MATH1105 or MATH1203 and MATH1206

2. Chemistry Major - 60 credits

- 27 credits CHEM: CHEM1104, CHEM1105, CHEM2201, CHEM2203, CHEM2301, CHEM2303, CHEM2403, CHEM2501,CHEM2601
- 27 credits additional CHEM to include 24 credits above the 2000 level of which at least 9 credits are at the 4000 level. Courses to include at least 3 of the 5 sub-disciplines of Chemistry (organic, inorganic, analytical, physical, biochemistry).
- 6 credits thesis (CHEM4900)

3. Area of Minor - 12 credits

- From a second discipline of science (BIOL, ENGI, GEOL, MATH, NUTR, PHYS, or PSYC).

4. Science Electives 12 credits

- Generally courses from BIOL, CHEM, GEOL, MATH, NUTR, PHYS, and PSYC are acceptable.

5. Free electives –18 credits.

6. An average of 75% in courses in Chemistry major in last three years of program.

7. An average of 70% over the entire 120-credit program.

8. MATH1116, MATH2113 (CHEM3201), MATH2214 (CHEM3203), PHYS1104 and PHYS1204 must be included in 2, 3, 4 or 5 above.

A four-year double major degree with Chemistry as the first major requires:

1. Core Courses (18 credits)

- 3 credits English from ENGL1104/1106/1107/1108/1109
- 3 credits PHIL2221 or PHIL2223
- 6 credits of approved writing electives (see list below)
- 6 credits MATH: MATH1105 or MATH1203 and MATH1206

2. Chemistry Major - 54 credits

- 27 credits CHEM: CHEM1104, CHEM1105,
  CHEM2201, CHEM2203, CHEM2301, CHEM2303, CHEM2403, CHEM2501, CHEM2601
- 27 credits additional CHEM to include 24 credits above the 2000 level of which at least 9 credits are at the 4000 level. Courses to include at least 3 of the 5 sub-disciplines of Chemistry (organic, inorganic, analytical, physical, biochemistry).

3. Area of Second Major - 36 credits

- All from one science other than Chemistry (BIOL, GEOL, MATH, NUTR, PHYS, or PSYC). If Math, then 6 credits of Math in the core will be replaced by 6 credits of Science Electives.
- Must include at least 9 credits above the 2000 level, with at least 3 of these at the 4000 level.

4. Free Electives - 9 credits.

5. An average of 65% in courses in Chemistry major in last three years of program.

6. An average of 60% in courses in area of second major in last three years of program

7. An average of 60% over the entire 120-credit program.

8. MATH1116, MATH2113 (CHEM3201), MATH2214 (CHEM3203), PHYS1104 and PHYS1204 MUST be included in 2, 3, or 4 above.

A four-year double major degree with Chemistry as the first major with honours requires:

1. Core courses – 18 credits

- 3 credits English from ENGL1104/1106/1107/1108/1109
- 3 credits PHIL2221 or PHIL2223
- 6 credits of approved writing electives (see list below)
- 6 credits MATH: MATH1105 or MATH1203 and MATH1206

2. Chemistry Major – 57 credits

- 27 credits
  CHEM: CHEM1104, CHEM1105, CHEM2201, CHEM2203, CHEM2301, CHEM2303, CHEM2403, C HEM2501, CHEM2601
- 24 credits additional CHEM to include 21 credits above the 2000 level of which at least 9 credits are at the 4000 level. Courses to include at least 3 of the 5 sub-disciplines of Chemistry (organic, inorganic, analytical, physical, biochemistry).
- 6 credits thesis (CHEM4900)

3. Area of Second Major – 36 credits

- All from one science other than Chemistry (BIOL, GEOL, MATH, NUTR, PHYS, or PSYC. If MATH, then 6 credits of mathematics in the core will be replaced by 6 credits of Science Electives.
- Must include at least 9 credits above the 2000 level, with at least 3 of these at the 4000 level.

4. Free electives – 9 credits

5. An average of 75% in courses in Chemistry major in last three years of program.

6. An average of 70 % in courses in area of second major in last three years of program.

7. An average of 70% over the entire 120 credit program.

8. MATH1116, MATH2113 (CHEM3201), MATH2214 (CHEM3203), PHYS1104 and PHYS1204

MUST be included in 2, 3 or 4 above.

A degree with honours in the area of the first major and major in the area of the second major may be awarded where the additional requirements for the 4-year BSc degree with honours have been met.

List of Writing Electives approved for use in the Core BSc Chemistry (all options).

List of SASS Writing Electives for B.Sc. (Chemistry) students

This list includes 1000 and 2000 level SASS courses with no pre-requisites that include a minimum of 15 pages of substantive formal writing assignments in which writing proficiency is included in the evaluation criteria. Many 3000 and 4000 level SASS courses are also suitable but not listed given that few B.Sc. students will have the pre-requisites to take them.

NOTE: Students are required to take 3 credits from ENGL 1104/1106/1107/1108/1109, 3 credits from PHIL 2221/2223 and 6 additional credits from this list (which may include additional courses from ENGL and PHIL).

Writing Electives in the B.Sc. Chemistry (F 2020)

Core Courses - (non-math) (12 credits)

-3 credits English at 1000 and/or 2000 level

-6 credits from the Writing Electives list

-3 credits PHIL2221 or PHIL2222

List of SASS Writing Electives for B.Sc. (Chemistry) students

This list includes 1000 and 2000 level SASS courses with no pre-requisites that include a minimum of 15 pages of substantive formal writing assignments in which writing proficiency is included in the evaluation criteria. Many 3000 and 4000 level SASS courses are also suitable but not listed given that few B.Sc. students will have the pre-requisites to take them.

NOTE: Students are required to take 3 credits from ENGL 1104/1106/1107/1108/1109, 3 credits from PHIL 2221/2223 and 6 additional credits from this list (which may include additional courses from ENGL and PHIL).

COMM 2101: Research Concepts

COMM 2175: Issues in Media Studies

ENGL 1104: Reading and Writing about Industry and the Economy

ENGL 1106: Introduction to Literature: Literary Prose

ENGL 1107: Reading and Writing about Media and Culture

ENGL 1108: Introduction to Literature: Poetry and Drama

ENGL 1109: Reading and Writing about Science

ENGL 2604: Film Form and Style

ENGL 2605: Film Genre and Authorship

FOLK 2101: Cultural Heritage of Cape Breton

FOLK 2109: Material Culture

FOLK 2406: Vernacular Architecture

GWST/HIST/RELS 2193: Women in Eastern Religious Tradition

HIST 1101: The Ascent of Humankind I

HIST 1103: The Ascent of Humankind II

HIST/COMM 2116: History Goes to the Movies

HIST 2117: America: Freedom and Empire

HIST 2133: The History Workshop

MUSI 1101: Experiencing Music

MUSI 2101: Music and Culture

PHIL/RELS 2109: The Existence of God

PHIL 2221: Science and Society

PHIL 2223: Technology and Society

POLS 1101: Politics, Law and Social Justice: Canadian Perspectives

POLS 1103: Politics, Law and Social Justice: International Perspectives

POLS 2117: Children's Rights

RELS 2143: Religion and Popular Culture

RELS 2191: Women in Western Religious Tradition

CLASS ATTENDANCE

Attendance Policy: CBU does not have an institution-wide mandatory class attendance policy. However, we strongly encourage students to attend. Certain programs or courses may wish or be required to make attendance mandatory. Such requirements must be clearly communicated in the course syllabi and will supersede the general CBU non-attendance policy.

Combined Programs

All students in any of the following programs (see below) are required to write the Calculus Readiness Test.

Communication

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must also be met by students in Communication programs.

BA Concentration (30 credits in Communication)

- There are no special or additional requirements. Of the 30 credits, at least 12 credits must be at the 3000 level or higher.

BA/BACS Minor (24 credits in Communication)

- There are no special or additional requirements. Of the 24 credits, at least 6 credits must be at the 3000 level or higher.

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

BA or BACS Major (48 credits in Communication)

- COMM2101 (Research Concepts).
- Of the 48 credits required in the Major subject, there shall be a maximum of 9 credits at the 1000 level and a minimum of 24 credits at the 3000 or 4000 level, of which at least 9 credits must be at the 4000 level.
-

BA or BACS Double Major (36 credits in Communication)

- COMM2101 (Research Concepts).
- 18 credits must be at the 3000/4000 level, with at least 6 credits at the 4000 level.

Multidisciplinary BA or BACS (with Communication)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Communication as one of the subjects in a Multidisciplinary BA or BACS should consult with the Department Chair.

BA or BACS Honours (66 credits in Communication)

Students must consult BA or BACS Honours requirements for entering into and graduating with an Honours degree. The 66 credits in a Communication Honours must include:

- COMM2101 (Research Concepts)

Students are required to complete successfully both components of the work term. Students who fail the work term will be required to withdraw from the BA and BBA Co-operative Education Internship programs.

Students are not permitted to drop a work period without prior approval of the advisors. Students who drop a work period without permission, or who fail to honour such an agreement to work with an employer, or who conduct themselves in such a manner as to cause their discharge from the job, will usually be awarded a failing rating for the work period.

Students who fail the internship will not be eligible to re-apply for a period of one year. Students seeking re-admission after this period of time has elapsed will have their applications considered by the Selection Committee.

Students can proceed to Work Term 1 with two course deficiencies in Academic Terms 1 and 2. Students are eligible to proceed to Work Term 2 or 3, if they have no more than one term course deficiency and the deficient course is not considered by the Evaluation Committee to be critical to the ensuing work term performance. Passing a supplementary exam will not qualify a student for the next work term.

Conversion of a CBU Diploma to an Undergraduate degree in the Same Discipline

1. Candidates who have been awarded a CBU Diploma may complete an undergraduate degree in the same discipline. They must complete a minimum of 30 credits over and above the credits required for the diploma. Transfer credits or course challenges cannot be used to satisfy the 30 credits required. Prior learning assessments cannot be used to satisfy the 30 credits required. The awarding of the undergraduate degree will be noted on the transcript with a notation indicating it replaces the previously awarded diploma.

2. Candidates who simultaneously complete both the requirements for a diploma and those for a degree in the same discipline may only graduate with the degree. Application to graduate with the diploma will not be accepted.

Degree Programs

Students are required to complete successfully both components of the work term. Students who fail the work term will be required to withdraw from the BA and BBA Co-operative Education Internship programs.

Students are not permitted to drop a work period without prior approval of the advisors. Students who drop a work period without permission, or who fail to honour such an agreement to work with an employer, or who conduct themselves in such a manner as to cause their discharge from the job, will usually be awarded a failing rating for the work period.

Students who fail the internship will not be eligible to re-apply for a period of one year. Students seeking re-admission after this period of time has elapsed will have their applications considered by the Selection Committee.

Diploma Programs

Successful completion of the three co-op work terms is normally a prerequisite for graduation with the Co-op diploma. However, if CBU is unable to provide three program-related work experiences, the diploma may be awarded if the student has successfully completed two terms. Furthermore, in those extenuating circumstances where CBU is unable to provide two work terms, the dean may recommend that the diploma be awarded without the "co-op" notation.

Students are required to complete successfully both components of the work term in order to receive credit for the work term. If a student is unsuccessful in the work term, she/he will be required to withdraw from the program of study and will not be eligible for re-admission until after the lapse of two terms (eight months). The student will also be required to complete successfully a further work term before being admitted to another academic term. Students with relevant employment experience prior to registration in a co-op program may apply for credit for Work Term 1.

Prior approval of the advisors is required before leaving a work placement. Permission to leave a work period does not constitute any reduction in the requirements for a co-op program of study. If a work period is left without prior permission, or if a student is unable to honour an agreement to work with an

CORRESPONDENCE FROM THE OFFICE OF THE REGISTRAR TO THE STUDENT

Upon registration at CBU, all official correspondence from the Office of the Registrar, is sent to students via their CBU email accounts. Students are reminded to check their email regularly and to keep their inbox open for delivery.

PAYMENTS, DEADLINES, POLICIES & REGULATIONS

https://www.cbu.ca/future-students/tuition-fees/payment-deadlines/

Cape Breton University reserves the right, without liability or penalty and without notice, to make changes in its offered services and programs, including alteration of fee schedules, fee regulations, and cancellation of courses, and other relevant policies/regulations. Upon registration, each student becomes bound by the policies and regulations of Cape Breton University. Students are responsible for being familiar with the general information, rules and regulations of Cape Breton University, as well as the specific requirements of each program, degree, diploma or certificate that the student aims to achieve. It is the student's responsibility to choose courses that are appropriate to the program requirements and understand fee policies/regulations.

Course Challenge

CBU recognizes that some students may have achieved competence in certain subject areas. A challenge involves a special assessment administered by the relevant school at a time determined in consultation with the student. The following guidelines apply to course challenge:

- The student applies through the Office of the Registrar and Admissions and the assessment is administered through the relevant school.
- Course challenges are available to students registered in any program.
- The assessment must be completed within 30 days of the receipt of the application. Applications will be entertained only in the period from August to April.
- A specific course may be challenged only once.
- Students may not challenge a course for which they have already received a final grade.
- All course challenges will be recorded. The results of course challenges will be treated like any other course and will be included in the calculation of the student's average.
- Payment of the appropriate fee is due at the time the application for challenge is filed. The fee for course challenges is 25% of the normal tuition fee.
- Students may challenge a maximum of 30 credit hours or the equivalent of five, 6-credit courses. Students may not challenge (human) language acquisition courses.
- No course challenges for Community Studies courses.

A course taught for three hours a week during the September - April period has a value of six credits and is called a full course. A course taught for three hours a week for one term (from September to December or January to April) has the value of three credits and is called a half course. Half and full courses are also offered in spring and summer.

A student's course choices depend on the requirements of his/her Diploma, Certificate, or Degree program. (These requirements are found in the program descriptions of the CBU academic calendar).

COURSE SELECTION

Programs consist of combinations of courses. For example, in order to complete the requirements for a BBA degree, the student needs to pass 20 courses (120 credits). Most courses are offered between September and April. However, courses in Co-op Technology programs span eight, 4-month terms with three terms devoted to work placements. Courses in the degree programs are also offered during May to June (spring session) and July to August (summer session).

A course taught for three hours a week during the September - April period has a value of six credits and is called a full course. A course taught for three hours a week for one term (from September to December or January to April) has the value of three credits and is called a half course. Half and full courses are also offered in spring and summer.

A student's course choices depend on the requirements of his/her Diploma, Certificate, or Degree program. (These requirements are found in the program descriptions of the CBU academic calendar).

CREDIT RECOGNITION FOR OUTSTANDING ENTRY STUDENTS FROM HIGH SCHOOL

Advanced Credit Recognition for IB Students

Students admitted to CBU who have completed the IB Diploma are eligible to receive a maximum of 30 credits for IB courses completed at the higher level with a minimum grade of 5.

- Credit will be awarded on a course by course basis.
- A maximum of 18 credits can be awarded for Standard Level courses with a minimum grade of 5.
- Students have the option to forgo credit.

IB Certificate holders are eligible to receive university credit to a maximum of 18 credits for higher level courses or standard level courses on a course by course basis subject to a minimum score of 5.

IB Program in Math

Students who complete an IB course in mathematics with a minimum score of 5 shall be exempt from the Calculus Readiness test.

OR

Completion of a Grade 12 honours course with a mark of 85% or higher and successful completion of an Outstanding Entry Student Examination. This examination is prepared and graded by an instructor in the discipline. Success in the examination means that the department and the dean are confident that the student's knowledge is equivalent to that of a student who has successfully completed the introductory level of that course at CBU.

Advanced Credit Recognition for French Immersion Students

Students from French Immersion or students from French/Francophone schools may be granted a maximum of six FRNC credits, after assessment by the Department of Languages and Letters.

CREDIT TRANSFER

The transfer of credit refers to the acceptance of courses by CBU from another institution (external transfer) or from one CBU program to another program (internal transfer). All external credit arrangements are administered by the Office of the Registrar and Admissions, in consultation with the dean and the appropriate department. All internal credit arrangements are administered by the academic schools in consultation with the Office of the Registrar and Admissions.

Students seeking transfer credit assessments must submit the Application for Transfer Credit Assessment with the non-refundable application fee to the Office of the Registrar and Admissions. Applications are available at the Office of the Registrar and Admissions or at **www.cbu.ca/student-services/forms.** Transfer credits are not activated until registration. Applications received after August 1, cannot be guaranteed for processing for September registration.

Documents submitted in support of an application for admission cannot be returned. Neither the documents nor copies of the documents will be returned to the applicant. Further, neither the documents nor copies of the documents will be issued third parties.

Transfer credit assessments for new students at the Cape Breton University is coordinated by the Registrar's Office. *Course equivalencies are continuously reviewed by the Registrar's Office or the Departments and are subject to change. Transfer credit is the recognition of previously completed*

coursework from another post-secondary institution or higher-level secondary curriculum through the granting of credit at Cape Breton University. Please contact transfer_credits@cbu.c for more information about transfer credits.

Note: Transfer Credits will only be assessed once a student has applied and is accepted to CBU.

Credit Transfer Assessment Deadline: Last of July for a September/Fall Intake, Last day of October for a January/Winter Intake, Last Day of March for a May/Spring Summer Intake

CBU Academic Calendar for Important Dates

Deferred Examinations

Students should notify their instructor(s) immediately if they must miss an examination due to a medical or other serious reason. Upon request, the dean of the school and the instructor may approve a deferred examination.

DEGREE AND DIPLOMA CO-OP PROGRAMS: WORK TERMS

The following procedures adopted by CBU are also consistent with the criteria established by the Accreditation Council of the Canadian Association for Cooperative Education.

Work term evaluation consists of two components:

1. Performance as evaluated by the employer and by the appropriate advisor in the Student Service Centre. The evaluation is recorded on the student's transcript as either successful or unsuccessful.
2. A work report validated by the student's employer and graded by an appropriate member of the CBU faculty. A letter grade is recorded and indicates relative merit as follows:

A	-	85 - 100%	-	Excellent
B	-	70 - 84%	-	Very Good

C	-	60 - 69%	-	Good
D	-	50 - 59%	-	Acceptable
F	-	Less than 50%	-	Failure

PROGRAMS

CBU offers a wide variety of programs leading to the awarding of degrees, diplomas and certificates. Through CBU degree programs students have the opportunity to work with faculty on research projects that provide hand-on experience. There are courses that move out of the classroom into the field applying theory to tackle real-world problems. A listing of the degree programs and their admission requirements can be found below. Further information about degree program regulations and diploma and certificate programs can be found under the Academic School headings.

Master of Education (Information Technology)

This program was designed to facilitate the educational use of information technology in a wide variety of settings. The program will be of interest to educators at all levels, including K-12 teachers, school administrators, those in the post-secondary system, business and industry, as well as those in most other adult learning situations. While the co-operatively-offered degree may be awarded at convocation at either CBU or MUN, the degree is conferred by MUN.

Department of Indigenous Studies

Chair, Rod Beresford BSc, MSc

The Department of Indigenous Studies of Unama'ki College brings together full and part-time faculty members involved in the teaching and development of university courses within the disciplines of **Mi'kmaq Studies** and **MSIT /Integrative Science**.

Mi'kmaq Studies as a discipline, examines aspects of Mi'kmaw culture including language, governance, spirituality and comtemporary social issues. It offers 22 courses within the discipline of Mi'kmaq Studies and the courses are organized into two main streams: 'anguage and culture' and 'governance and history'. Courses are open to all students enrolled at Cape Breton University. Students may obtain a BA/BACS Major or Minor in Mi'kmaq Studies or may simply wish to take a few courses as electives within the BA, BACS or BBA Degrees. M''kmaq Studies courses are often of interest to students who plan to pursue careers in Law, Medicine, Social Work, Teaching or Anthropology.

Integrative Science brings together scientific knowledge and ways of knowing from Indigenous and Western worldviews to provide science education. This “bringing knowledge together” is known as *Toqwa'tu'kl Kjijitaqnn* in the Mi'kmaq language and as “Two-Eyed Seeing” in the words of Mi'kmaq Elder, Albert Marshall. “Two-Eyed Seeing” is more than a label, it is a powerful reminder of the Integrative Science program's visionary goal of learning to see from our one eye with the strengths of Indigenous knowledges and from our other eye with the strengths of mainstream scientific knowledges and to use these together for the benefit of all. The Integrative Science program works to achieve such “Living Knowledge for the 21st Century” through learning opportunities in classrooms, laboratories, outdoors, community workshops and work placements. Bachelor of Science Community Studies (BScCS): Integrated Science/Toqwa'tu'kl Kjijitaqnn, offers a unique Bachelor of Science Community Studies (BScCS) four year undergraduate degree, with a concentration in Integrative Science/Toqwa'tu'kl Kjijitaqnn**.**

Please see the School of Arts and Social Sciences for Mi'kmaq Studies Departmental Regulations

Departmental Regulations

Please refer to the subsections of this topic.

Departments

Department of Communication and Languages (Chair: Dawn White): Communication, French, Gaelic, Spanish

Department of Experiential Studies in Community and Sport (Chair: John Hudec: Community Studies, Sport and Physical Activity Leadership

Department of Humanities (Chair: Ruby Ramji): Gender and Women's Studies, History, Philosophy, Religious Studies

Department of Literature, Folklore, and The Arts (Chair: Sheila Christie: Art, English, Folklore, Music

Department of L'Nu, Political and Social Studies (Chair: Andrew Molloy): Anthropology, Mi'kmaq Studies, Political Science, Sociology

The Department of Psychology falls under the School of Science and Technology. However, majors are available to students in the Bachelor of Arts and Bachelor of Arts Community Studies degrees. Students should consult the Dean of Science and Technology or the Chair for more information.

School of Science and Technology

Departments

Biology

Chair, Chantelle Cormier

The Department of Biology delivers courses in Biology and MSIT for all degree programs. It includes Biology and Integrative Science faculty with primary responsibility for the BSc in Biology, the BScCS in Biodiversity and the BScCS in Integrative Science. The Department of Biology shares responsibility for the BScCS in Psychology, Health and Environment with the Department of Psychology.

Chemistry

Chair, Calvin Howley, BSc., MSc.

The department offers CSC accredited four-year BSc Honours and BSc major programs in Chemistry. Three-year general BSc and BA degrees with a concentration in Chemistry are also available. Chemistry can be used as the first or second major in the BSc double major or BSc double major with honours

degree programs.

Engineering

Chair, Paul Standing, B.Tech, B.Sc

CBU houses the newest Engineering Department in the province and is second in size only to that at Dalhousie University. The department is responsible for the Engineering Transfer Diploma, Engineering Technology Diploma, Bachelor of Technology Degree and the Bachelor of Engineering Technology Degree programs.

Mathematics, Physics and Geology

Chair, James Preen, PhD

The Department of Mathematics, Physics and Geology includes faculty in Mathematics, Physics and Geology with primary responsibility for the BSc in Mathematics.

Psychology

Chair, Heather Schmidt, PhD

The Department of Psychology focuses on the scientific study of mental processes and delivers a full range of courses for Psychology majors in the three- and four-year BA, BSc and BACS programs

Determination and Categories of Academic Performance

Office of the Registrar, Updated: September 7, 2022

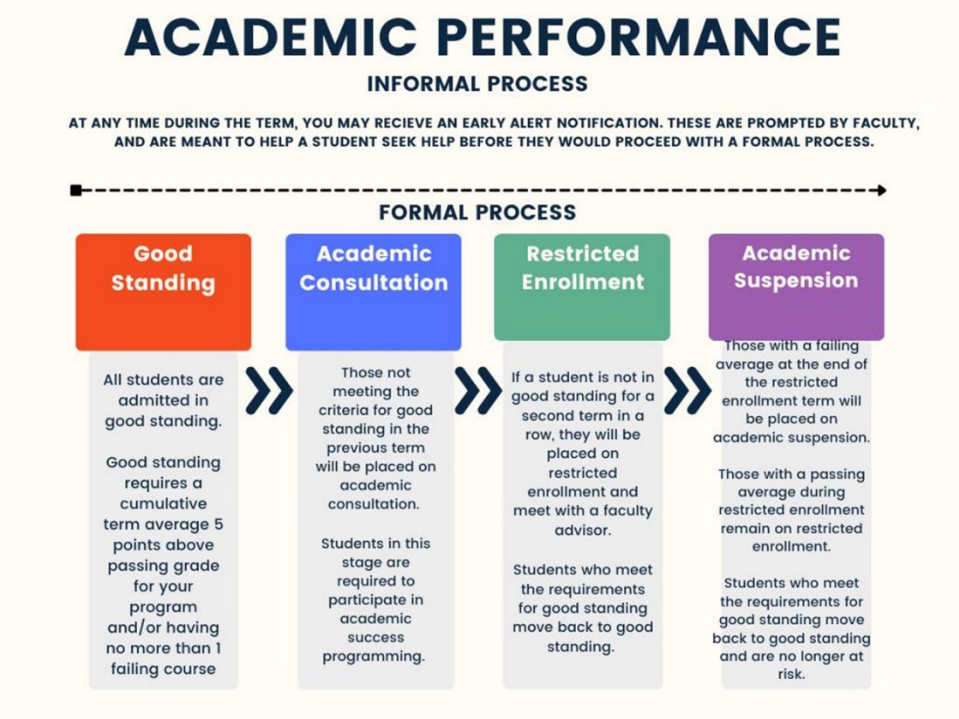
Effective Academic Year: 2022-2023

Purpose and Scope

At CBU it is part of our responsibility to support student success with their educational goals, we have in place both an informal, and formal system to help students navigate their academic standing.

All students entering CBU are admitted in good academic standing. Students in good academic standing have met the minimum standard required for continued, unrestricted study at CBU. Students are advised that meeting this minimum standard may NOT be sufficient to satisfy the graduation requirements of their program of study. Graduation

requirements vary by program. Please refer to the relevant description in the academic calendar to determine the graduation requirements that apply to your program of study.



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CBU evaluates Fall, Winter and Spring/Summer averages. **Various academic programs have their own standards students must maintain to continue in the program**; however, basic minimums must be met in order to avoid ***Not in Good Standing.*** All students who are registered in a minimum of three courses will be reviewed with respect to academic performance at the end of each term (Fall, Winter and Summer).

Good Academic Standing

All students are admitted in **Good Academic Standing**. Staying on Good Academic Standing requires obtaining a cumulative term average *5 points higher* than the passing grade of their program and/ or have no more than one failing grade a term. **Not in Good Academic Standing**

Those not achieving a cumulative term average 5 points over passing grade and/ or more than one failing grade in a term are no longer in **Good Standing**. There are three stages to this process, over three terms.

2.1 Academic Consultation

The term following a student not earning 5 points over passing for their program and/or receiving more than one failing grade, students are eligible to register for a full course load but will receive communication that they are required to participate in academic success programming; this will be a self-assessment which will outline various support options based on the student's reflection on their experience and needs. Students should take this opportunity to make use of the supports offered in order to return to Good Standing. If the student earns a cumulative average of 5 points or more above the passing grade for their program in this first term of being not in Good Standing, they will revert back to Good Standing.

2.2 Restricted Enrolment

Any student who was on **Academic Consultation** the previous term and continues to fail to meet the requirements for good standing will be placed on **Restricted Enrollment.** Students will be required to meet with a faculty advisor before being permitted to enroll for the following term. The academic committee, chaired by dean's designate of the school will assess the level of enrollment allowable for the student. A notation will be added to the student's transcript. If students feel that their circumstances were not taken into account, they may appeal this decision to the dean(s) in consultation with the registrar.

Note: The Registrar's Office is responsible for updating the Student Record to reflect Restricted Enrolment related to registration.

2.3 Academic Suspension

If a student has a failing average at the end of their term on restricted enrollment, they will be placed on **Academic Suspension** for one year from the time of academic suspension. If a student has a passing average during their term on restricted enrollment, they will remain on restricted enrollment and not be suspended. If they do not meet the degree minimum average requirement, this may lead to dismissal from their programs. The Academic Committee of the School, chaired by the Dean's designate will assess if the student meets the criteria for suspension. A student on Academic Suspension may not register for any courses over the next two terms.

This suspension is different than academic dismissal for breaches of Academic Integrity or breaches of Student Conduct. A notation will be added to the student's transcript.

Note: In egregious circumstances, the Dean, in consultation with the Registrar, may choose to skip the ***Academic Consultation*** stage and move directly to ***Restricted Enrolment*** or ***Academic Suspension***.

In addition: Students have the right to appeal their Academic Suspension to the Dean of their program of studies. Following the first term back to CBU, students will return to Restricted Enrolment, if successful (More than 55 points over average in their program in that term) students will return to Good Academic Standing.

If a student is on Restricted Enrolment but has a 50-55 average (passing) they will remain on Restricted Enrolment and not be suspended. This may lead to dismissal from certain programs.

Re-Admission

Students who seek re-admission at the end of their ***Academic Suspension*** must meet with an Academic Advisor prior to re-admission. During the first term back to CBU, students will be on Restricted Enrollment, if successful (over 5 points over required program average in in that term and no failures) students will return to Good Standing.

Students who have been ***Academically Suspended*** for the second time will not be permitted to apply for re-admission for at least two academic years and must meet with an Academic Advisor prior to re-admission.

Further,

Students who return after the second ***Academic Suspension*** period and do not meet Good Standing for two terms in a row will be moved to permanent dismissal from CBU. If, upon consultation with the dean, another program may be deemed more appropriate, a student could move programs as an alternative to suspension or permanent dismissal related to this policy.

Appeals

Students may appeal the decision to place them on Academic Suspension by following the Appeals of Academic Decisions policy.

Diploma in Education (Counseling)

Note: This program is no longer available at Cape Breton University

Please note that the Diploma in Education (Counseling) program is currently under review. Interested students should contact the Education Department for further information.

This graduate level diploma program has been available from CBU since 1994. It is intended to enhance counseling skills for classroom teachers. With courses in counseling theory, differentiated instructional issues, individual and career counseling, testing and a supervised practicum, the diploma has proven beneficial to K-12 teachers in a variety of teaching and resource positions. Formal admission into the program is required. Courses are offered on a part-time basis allowing for the program to be completed in three years. Individual courses may be taken with the permission of the Dean.

REQUIRED COURSES

EDUC5109 An Introduction to Theories and Issues in Counseling (3 credits)

EDUC5111 Cultural Issues in an Educational Setting (3 credits)

EDUC5113 Human Relations Development (3 credits)

EDUC5114 Career Counseling (3 credits)

EDUC5142 Individual Testing (6 credits)

EDUC5150 Identification and Remediation of Learning Difficulties (6 credits)

EDUC5991 Counseling Practicum I (3 credits)

EDUC5993 Counseling Practicum II (3 credits)

Diploma in Education (Curriculum)

This graduate level program is intended for learners who wish to pursue a deeper understanding of curriculum development. It has been available from CBU since 1983 and has been delivered both on campus and by distance. Beginning with the meaning and purpose of curriculum, the learner completes the program by developing a model curriculum that may be used in his or her class. Formal admission to the program is required. Courses are offered on a part-time basis and completion of the diploma takes approximately two years. Individual courses may be taken with the permission of the Dean.

REQUIRED COURSES

EDUC5102 The Meaning and Purpose of Curriculum (6 credits)

EDUC5110 Teaching Canadian Culture (6 credits)

EDUC5112 Learning Resources (6 credits)

EDUC5120 Issues in Planning, Designing and Developing Curriculum (6 credits)

EDUC5122 Research/Curriculum Development (6 credits)

Diploma in Educational Technology

This program is designed to improve the technological skills of classroom teachers and to provide an in-depth exploration of the integration of technology across the curriculum. It is appropriate for teachers

of all subject areas. Computer access is required as the program is delivered entirely over the World Wide Web. This program may lead to further education through a Master of Education (Information Technology) program.

REQUIRED COURSES

EDUC5101 Assessment of Software and Information Technology Applications for Education (3 credits)

EDUC5103 Integration of Instructional Design and Information Technology (3 credits)

EDUC5105 Designing Web-Based Learning (3 credits)

EDUC5106 Technology Planning for Educational Environments (3 credits)

EDUC5107 Information Management in Education Environments (3 credits)

EDUC5108 Educational Technology for the Practicing Teacher (3 credits)

EDUC5115 Research Methods for Education (3 credits)

EDUC5131 Digital Citizenship (3 credits)

EDUC5800 Applied Research Project (6 credits)

Diploma in Emergency Management

(45 credits)

Emergency Management is an exciting and dynamic discipline committed to developing, implementing, maintaining and evaluating strategic management processes to prevent and mitigate, prepare for, respond to and recover from natural, technological or human-caused incidents. It's about understanding these events and contributing to safer, more resilient and sustainable communities.

This program will be of interest to individuals who wish to expand their emergency management competencies while studying part-time either entirely on-line or by attending classes on-campus.

Diploma in Government Management

Developed for those with a career or academic interest in Canadian governance, public administration, and public sector management, the focus of the 42-credit Diploma in Government Management is on the intersections between public administration, public policy, management, administrative law, rights, power and justice in Canada.

The Diploma in Government Management has been designed to help you get a better understanding of governing bodies and programs, service delivery in complex settings, legal obligations, and how operations are generally managed in the public sector. This is incredibly helpful for those with an interest in working for, or with, government and community-based organizations managing groups of people.

Carve your own path into the future while developing expertise in the techniques and practices of public sector management. This diploma offers the chance to take a deep look at the nature of Canadian government and public administration at the national, provincial and local levels. Study comprehensive subjects such as management, law, organizational theory, policy development, quantitative and qualitative research methods, leadership, ethics and more.

This diploma can be completed on a full or part-time basis.

Required courses: 42 credits

POLS 1101: Politics, Law, and Social Justice: Canadian Perspectives

POLS 2116: Who's in Charge: Exposing Government –Business Relations in Canada

POLS 2118: Canadian Public Administration

POLS 2119: Canadian Public Sector Management

POLS 2167: Qualitative Research Design

POLS 2168: Quantitative Research Methods

POLS 3103: Local Government in Canada

POLS 3107: Provincial Politics in Canada

POLS 3111: Canadian Public Administration: Financial Management; Human Resource Management

POLS 3115: Governments Making Decisions

POLS 3121: Leaders and Leadership

POLS 3125: L'nu Treaty Rights

POLS 3143: Canadian Government and Administrative Law

POLS 4111: Advanced Topics, Canadian Government

Students can apply for credit or advanced standing based on past educational and career accomplishments. They may also substitute up to six credits from the relevant courses in other disciplines.

Diploma in Public Administration and Management

Please note that this program is closed for admission. This program has been changed to Diploma in Government.

Information on the Diploma in Government Management

Power, Politics, Public Policy, Law, Public Administration, Public Sector Management.

The Diploma in Public Administration and Management introduces you to the nature and working of the public sector in Canada, what it does, how it relates to the private sector, and how and why public policies and public administration touch every part of Canadian life – social, economic, cultural, environmental, and political.

The Diploma is ideally suited for students of Political Science with an interest in Canadian Politics and Government, Public Administration and Public Policy. But it's also designed to appeal to students interested in Business Administration, Management theory and practice, and Business-Government Relations.

This Diploma can be taken as a two-year, stand-alone endeavor, earning the successful student a CBU Diploma in Public Administration and Management credential. The Diploma, however, can also be taken as part of a Cape Breton University BA/BACS program (either 3 or 4-year degree programs) where the student Majors in Political Science. For students taking the Diploma as part of broader studies toward a CBU degree, the successful student will graduate with accreditation for both a Degree and the Diploma.

Admission Requirements

Admission into the program requires grade 12 academic/advanced English and four other grade 12 academic or advanced courses.

Program Requirements

Key Features of the Diploma

- A 2-year 60 credit (20 course) program
- 12 3-credit required courses drawn from Political Science and Business studies
- 8 3-credit elective courses drawn from Political Science, Business studies and such disciplines as Sociology, Communication, History and Philosophy
- A Co-Op Work-Term option
- A special Certificate in Management elective option

Required Courses: 36 credits

POLS-2118	Canadian Public Administration
POLS-2119	Canadian Public Sector Management
POLS-2161 or	POLS 2168 (3 Creds Quantitative Methods)
POLS-2167	Qualitative Research Design
POLS-2144	Famous Trials
POLS-3106	The Canadian Charter of Rights
POLS-3111	Canadian Public Administration
POLS-3143	Canadian Government and Administrative Law
POLS-3801 –	Directed Study (standard option) or SASC 2989 BA/BACS Coop Work Term
POLS-4101	Governance and Power
MGMT-1601	Introduction to Business
ECON- 1103	Principles of Macroeconomics

Elective Course Offerings: 24 credits from any of the following:

POLS	1101 2116 3101 3103 3104 3114 3121 3141 3115
MRKT	4305
ECON	3101 4101
COMM	3137 3175* 4106
AN/S	3701 3201 3204 3205
HIST	2103
MIKM	3126 3125
MGMT	2604 2605 3605 3606 4603
PHIL	2107 2115

* COMM 3175 also listed as POLS 3175

Diploma Programs - BET

Some of the Bachelor of Engineering Technology Programs in the School of Science and Technology allow a diploma exit point for students who wish to enter the workforce prior to completing their degree.

Diplomas are offered in Electrical Engineering Technology (Instrumentation and Controls), Mechanical Engineering Technology and Petroleum Engineering Technology.

Directories

Cape Breton University will prepare lists of students, giving ID, name, address and telephone number for use by its administrative officials, including Students' Union personnel. These lists include information on all currently registered students and are considered to be confidential.

Directories are not permitted to be published.

Disclaimer

When changes are made in program structure, a student already registered may choose to satisfy the new program requirements or to complete the program as it was when the student began his/her program if this is still possible and reasonable.

Cape Breton University (CBU) does not accept any responsibility for loss or damage suffered or incurred by any student as a result of suspension or termination of services, courses, or classes caused by reason of strikes, lockouts, riots, weather, damage to University property and any other cause beyond the reasonable control of CBU. Each student bears the responsibility of ensuring that his/her course choices satisfy both the overall program regulations and the individual department regulations for specializations, concentrations or majors.

Distance Courses at Other Institutions

Students formally registered at CBU may wish to take advantage of those courses offered through correspondence from other recognized institutions. The conditions for correspondence courses are the same as those listed above for taking courses at other institutions. CBU cannot give credit for a

correspondence course if that same course is offered at CBU during the period the student wishes to enroll. However, a student may take a correspondence course if the same course at CBU is filled.

Distance Education Courses

Courses offered by CBU in any format and at any site are considered to be regular university courses. This includes distance courses.

7. Seriousness of academic integrity breaches

While all instances of academic misconduct undermine academic integrity, CBU recognizes that some transgressions may vary in level of seriousness and that a pattern of misconduct is more serious than a single transgression. The level of seriousness of a breach of academic integrity is determined by evidence of intentionality and pre-meditation. Breaches of academic integrity are therefore categorized into three levels. Assessments of exam misconduct must be conducted in a manner that is consistent with the university's "Exam Policy"

7.1 Level 1

Level 1 breaches of academic integrity result from negligence serious enough to create the impression of deception or misrepresentation.

Breaches at this level:

• include assignment misconduct and exam misconduct;

• are addressed by the course instructor in consultation with faculty colleagues and/or department chairs, where appropriate;

• are not reported to the Dean;

• shall result in a grade penalty and/or additional work proportionate to the breach committed, but not a "0" on the assignment, exam, or in the course;

• must be resolved so that the student is provided with additional instruction on integrity matters.

7.2 Level 2

Level 2 breaches show an evident intent to mislead but are limited in scope and premeditation. Breaches at this level:

- include assignment misconduct, exam misconduct, and other unethical behaviours;
- are addressed by the course instructor in consultation with faculty colleagues, department chairs, and/or Dean, where appropriate;
- must be reported to the Dean for inclusion in the student's academic record;
- will result in a significant grade penalty proportionate to the breach to a maximum of "0" on the assignment or exam but not in the course, and a formal letter from the Dean;
- must be resolved so that student is provided with additional instruction on integrity matters.

7.3 Level 3

Level 3 breaches demonstrate a flagrant and premeditated transgression of expressed rules and procedures related to academic integrity.

Breaches at this level:

- include assignment misconduct, exam misconduct, and other unethical behaviours;
- are addressed by the course instructor in consultation with faculty colleagues, department chairs, and/or Dean, where appropriate;
- must be reported to the Dean for inclusion in the student's academic record;
- will result in a grade penalty of "0" on the assignment or exam, to a maximum of "0" in the course, and a formal letter from the Dean.

7.4 Discontinuation

Any student found to breach academic integrity on three separate occasions at Level 2 and/or Level 3 of seriousness will be discontinued from the university for a period of 12 months.

The student will not be permitted to register in any CBU courses, for credit, for 12 months as of the date of discontinuance, nor will CBU accept transfer credits from other institutions if they have been earned during that period. The notation for the discontinuation will appear on the transcript for the duration of the discontinuation.

8. Exceptions

Notwithstanding these guidelines, the Dean may exercise, in rare cases and on a one-time basis, discretion in cases where the first Level 2 or Level 3 transgression occurred during the student's first year of study at CBU.

In the interest of fairness and consistency only, the Dean may, after consultation with the department chair, modify a penalty assigned to a student as part of a Level 2 and Level 3 breach of academic integrity.

Furthermore, the Dean may resolve an extraordinary and flagrant breach of academic integrity by setting aside the requirement for three breaches and discontinue a student immediately. This action must be approved by the Vice-President Academic and Provost.

Any actions taken by the Dean under this article must be documented for inclusion in the students' confidential academic file.

9. Appeals

Consistent with the university's "Appeals of Academic Decisions" policy, students have the right to appeal decisions made under sections 6, 7, and 8 of the "Academic Integrity" policy.

10. Record Keeping and Reporting

Academic integrity breaches at Level 2 and Level 3 of seriousness will be reported by the Dean to the Registrar's Office for inclusion in the student's confidential academic record.

The Registrar's Office will provide the Vice-President Academic and Provost with a summary of academic integrity breaches on an annual basis.

6.2 Exam misconduct

Students breach academic integrity when they unfairly represent their knowledge and ability as greater than it is. For the purposes of this policy, exam refers to any examination, test, quiz, or evaluation other than formal written assignments. Whether or not a take-home exam is a written assignment or an exam will be determined by the course instructor and communicated to students. Students commit exam misconduct when they:

- look at the work of another student in an effort to reproduce that student's answer;

• ask for, or provide, answers to another student, and similar behaviour, during an exam, test, or quiz;

• make use of unapproved notes, references, communications, digital resources, or any other prohibited means of securing answers;

• obtain an unauthorized copy of an exam, text, or quiz in advance for the purpose of preparing answers ahead of time;

• facilitate the exam misconduct of another student.

Drama

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must also be met by students in Drama programs.

NOTE: Drama can also be used for the Theatre Arts Certificate. Careful course planning can support earning the Certificate through electives and core courses in most BA and some BACS programs, and the program can also be taken on its own. Students in other Schools are advised to consult with the department chair to confirm the feasibility of the Certificate within their chosen program.

BA/BACS Minor (24 credits in Drama)

DRAM1101 (Introduction to Play Production)

BACS Academic Field (24 Credits)

24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

Multidisciplinary BA or BACS

This degree allows a student to combine courses from three disciplines to form a coherent topic with a specific focus – in effect, a customized program. There must be a minimum of 18 credits in each major discipline. See "Program Options for BA" for general guidelines.

Students with an interest in theatre or Applied Theatre may wish to consider a Multidisciplinary Degree combining DRAM courses with:

- Education "teachable subjects" in preparation for teaching at the middle and high school level
- History and French in preparation for work in Parks Canada historical sites
- Political Science, Sociology, and/or Communication for work in social justice and not-for-profit organization or politics
- Psychology and Sociology in preparation for further studies in Drama Therapy or Social Work
- Political Science or Sociology and Mi'kmaq Studies for work in/with Mi'kmaq communities
- Sport and Physical Activity Leadership (SPAL) and Sociology and/or Communications for work in community wellness

Once a topic is chosen in consultation with a Department Chair, it must be approved by the Dean of Arts & Social Sciences (who seeks advice from the Chairs of all disciplines involved in the topic area). Approval must be received after the first 60 credits of the degree

BACS Major in Applied Theatre (48 Credits)

- 6 credits of 1000 level ENGL (1104. 1107, 1008 recommended)
- DRAM 1101: Play Production (3 credits)
- DRAM 2204: Improvisational Drama (3 credits)
- DRAM 2205: Applied Theatre (3 credits)
- DRAM 3107: Collective Creation and Devising (3 credits)
- DRAM 4100 Advanced Topics in Applied Theatre (6 credits)
- 6 credits of Dramatic Literature and Theory (DLT) - see below
- 6 credits of Arts Enterprise and Policy (AEP) - see below
- 6 credits of Theatrical Practice (DRAM) - see below
- 6 additional credits chosen from DLT/AEP/DRAM

In addition, note the standard BACS requirements:

- maximum of 9 credits at the 1000 level in courses counted towards the Major
- minimum of 24 credits at the 3000 or 4000 level, of which at least 9 credits must be at the 4000 level. The BACS required core course, COMS 4100: Self-Directed Senior Project (6 credits) can be counted towards the 4000 level requirement.

<u>Dramatic Literature and Theory course options (minimum 6 credits)</u>

- ENGL2241 Shakespeare (3 cr)
- ENGL2606 Dramatic Literature by Women I (3 cr)
- ENGL2607 Dramatic Literature by Women II (3 cr)
- ENGL2642 A Survey of the Drama (6 cr)

- ENGL3122 Medieval Drama (3 cr)
- ENGL3241/ENGL3243 Renaissance Drama I & II (3 cr each)
- ENGL3301 Romantic Drama (3 cr)
- ENGL3303 Victorian Drama (3 cr)
- ENGL3320 Restoration and Eighteenth-Century Drama (6 cr)
- ENGL3406 Canadian Drama (3 cr)
- ENGL3407 Dramatizing Ireland: Plays from 1950 - Present (3 cr)
- ENGL3441 Modern American Drama (3 cr)
- ENGL4240 Studies in Shakespeare (6 cr)
- ENGL4404 Indigenous Drama in Canada (3 cr)

Special topics can be used in this category when the special topic is focused on Dramatic Literature or Performance Theory.

Arts Enterprise and Policy course options (minimum 6 credits).

- COMM 3109: Strategic Corporate Communication
- COMM 3104/HIST 3118: Public History in the Media
- COMM 3105/HIST 3119: Memory & History in the Public Sphere
- COMM 3115: Communication and Social Change
- DRAM/MUSI 3108: Arts Management in the Creative Economy
- FOLK/MUSI 3601: Cultural Tourism
- MGMT 1603: Nature of Entrepreneurship
- MRKT 1301: Introduction to Marketing
- MRKT 4305: Marketing for Non-Profit Organizations
- POLS 3124: Art and Politics

Special topics and alternate courses may be approved in consultation with the department chair or program lead, provided that approval is sought before registering for the course in question and the course Is justified in light of the student's career intentions.

Theatrical Practice course options (minimum 6 credits).

- DRAM2101 Introduction to Acting
- DRAM2151 Voice Production
- DRAM2201 Directing
- DRAM2203 Theatre for Children
- DRAM2621 Playwriting I
- DRAM2623 Playwriting II
- DRAM3101 Movement for the Theatre
- DRAM3103 Voice for the Theatre
- DRAM3104 Stagecraft
- DRAM3105 Stage Management
- DRAM3106 Acting II
- DRAM4101 Site Specific and Environmental Theatre

Note that DRAM1101, 2204, 2205, 3107, 3108, and 4100 do not fulfill the requirement for this category.

DRAM2701/3701/4701 can be used in this category when the special topic is focused on theatrical practice.

Dropping a Course

Students may drop a course up until the mid-point of classes during the term that the course is offered without academic penalty. The deadlines for withdrawing from a course without academic penalty are listed in the Calendar of Events and Academic Dates.

When a course is dropped on or before the last date to add courses in a term, the course will not appear on the student's transcript. A course dropped after the last date to add courses and on or before the course penalty date will appear on the transcript with the legend, WP (withdrew without penalty). The course will not be included in the calculation of the student's average.

A course dropped after the course penalty date will appear on the transcript with the legend WF (withdrew, failed). The WF will be treated as a grade of zero in the calculation of the student's average. Courses dropped after the penalty date due to extenuating circumstances (requires both Dean and Registrar to accept) will appear on the transcript with WS (withdrew special circumstances). The course will not be in the average.

Withdrawal from the first term of a pair of related courses (for example, ACCT1203/1204) does not automatically withdraw the student from the second term course. Both courses must be dropped.

Students are cautioned not to simply walk away from a course. Withdrawal must be made official (which means either signing a form in person at the Registrar's Office or withdrawing online using the student log-in at www.cbu.ca).

Students who leave a course without formal withdrawal will receive a grade of zero for the course and will be charged full tuition and fees for the full course.

The length of time a student stays in a course before dropping will affect the tuition refund to be received. Please check the financial policies on the CBU website for information about refunds.

Students are advised to consult the instructors of courses that they are considering dropping. In addition, there are academic support services available through Student Services. Extra help may be all that is needed to successfully complete the course. Instructors will appreciate being informed of a decision to drop a course.

Early Fall Admission

Students may apply for early admission, commencing September 15 of the year in which they are registered in Grade 12.

Early fall admission is available to those students who have an average of at least 75% in Grade 11 and who are currently registered in the Grade 12 courses that satisfy the admission requirements for the academic programs to which they are applying.

Early admission is not available for the Bachelor of Science Nursing program.

Students applying for early fall admission must include with their application their final Grade 11 marks and proof of registration in their Grade 12 courses (for both semesters where applicable). Admission will be conditional, pending the successful and satisfactory completion of program requirements.

All students who are offered early fall admission must submit an official high school transcript to the Office of the Registrar and Admissions by June 30 of their graduating year or the offer of admission may be withdrawn. Documents submitted in support of an application for admission cannot be returned. Neither the documents nor copies of the documents will be returned to the applicant. Further, neither the documents nor copies of the documents will be issued third parties.

ELECTRONIC DEVICE POLICY

The use of personal electronic devices in the classroom or other instructional space can contribute to instruction and learning. It is important to provide a learning environment respectful of all students and the instructor.

There is potential that some behaviour with these devices can interfere with the learning environment. Personal electronic devices include any device that electronically communicates, sends, receives, stores, reproduces or displays voice and/or text communication or data. These include, but are not limited to cellular phones, pagers, smart phones, music and media players, gaming devices, tablets, laptop computers and personal digital assistants.

Acceptable use of these devices in the classroom or other instructional space will be at the discretion of the instructor in consideration of individual student needs and the group learning environment.

Acceptable uses of personal electronic devices include educational and emergency use in addition to student support.

When the use of electronic devices interferes with teaching or learning individuals may be asked to turn off or remove the device. Alternatively, they may be asked to leave the class or instructional space.

English

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Students choosing to do a directed study must consult with the Chair of the Department within the September registration deadlines. However, they are encouraged to consult with the Chair prior to the registration period. Listed below are special or additional requirements that must also be met by students in English programs.

BA Concentration (30 credits in English)

- No more than 6 credits at the 1000 level may be used in the Concentration
- ENGL2610
- At least 3 credits from Category 1 and at least 3 credits from Category 2.
- At least 6 credits at the 4000 level

BA/BACS Minor (24 credits in English)

- No more than 6 credits at the 1000 level may be used in the Minor.
- At least 6 credits at the 3000 level or above.

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

BA or BACS Major (48 credits in English)

- No more than 6 credits at the 1000 level may be used in the Major
- At least 6 credits from Category 1 and at least 6 credits from Category 2.
- ENGL2610
- At least 9 credits must be at the 4000 level.

BA or BACS Major (48 credits in English with Specialization in Dramatic Literature)

- No more than 6 credits at the 1000 level may be used in the Major
- At least 6 credits from Category 1 and at least 6 credits from Category 2.
- At least 24 credits in dramatic literature, including ENGL2240
- 9 credits must be at the 4000 level.

BA or BACS Double Major (36 credits in English)

- No more than 6 credits at the 1000 level may be used in the Major
- At least 6 credits from Category 1 and at least 6 credits from Category 2.
- ENGL2610
- 18 credits at the 3000 level or above, including at least 6 credits at the 4000 level *(program change effective Sept 1, 2020)*

Multidisciplinary BA or BACS (with English)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using English as one of the subjects in a Multidisciplinary BA or BACS should consult with the Department Chair.

BA or BACS Honours (66 credits in English)

- No more than 6 credits at the 1000 level may be used in the Honours
- At least 12 credits from Category 1 and at least 12 credits from Category 2.
- At least 6 credits from Category 3.
- ENGL2610
- At least 15 credits at the 4000 level, including ENGL4900.
- Students in their graduating year must consult with the Chair about their Honours thesis as early as possible, and no later than the second week of September

Category 1: English Literature before 1800	**Category 2: English Literature after 1800**	**Category 3 : Literary Theory**	**No Category: Courses that do not fulfill specific Category requirements but may be counted elsewhere in the degree.**
ENGL2100 History of the English Language (6)	ENGL2301 Victorian Poetry (3)	ENGL3501 History and Theory of Criticism: Plato to the Eighteenth Century (3)	ENGL2601 Oral Literature (3)
ENGL2200 Non-dramatic Literature of the 16th Century (6)	ENGL2303 Romantic Poetry (3)	ENGL3503 History and Theory of Criticism: Wordsworth to the Twentieth Century (3)	ENGL2603 The Literature of Sport (3)
ENGL2240 Shakespeare (6)	ENGL2400 Modern Irish & British Poetry (6)	ENGL3504 Feminist Literary Criticism and Practice (3)	ENGL2604 Film Form and Style (3)

ENGL-2241 Shakespeare (3 Credits)			
ENGL2300 Eighteenth Century English Literature (6)	ENGL2403 Literature & Globalization (3)	ENGL4501 Twentieth Century Criticism and Critical Theory to 1960 (3)	ENGL2605 Film Genre and Authorship (3)
ENGL2306 Dramatic Literature by Women I (3)	ENGL2404 Foundations of Postcolonial Literature (3)	ENGL4503 Twentieth Century Criticism and Critical Theory: 1960 to the Present (3)	ENGL2610 The British Literary Tradition (6)
ENGL3120 Middle English (6)	ENGL2420 Modern English Canadian Poetry (6)	ENGL4504 Postcolonial Theory (3)	ENGL2624 Playwriting I (3)
ENGL3122 Medieval Drama (6)	ENGL2441 American Literature to 1865 (3)	ENGL4522 Feminist Literary Theory (3)	ENGL2625 Playwriting II (3)
ENGL3200 Literature of the 17th Century (6)	ENGL2461 the Celtic Revival in Literature (3)		ENGL2640 Literature Written by Women: The British Tradition (6)
ENGL3241 Renaissance Drama I (3)	ENGL2463 Modern Celtic Literature (3)		ENGL2642: A Survey of the Drama (6)
ENGL3243 renaissance Drama II	ENGL2607 Dramatic Literature by Women II (3)		ENGL2684 Children's Literature to 1860 (3)
	ENGL2685 Children's Literature in English 1860-1920 (3)		ENGL3621 Intro to Creative Writing: Poetry (3)
ENGL3320 Restoration and Eighteenth Century Drama (6)	ENGL3303 Victorian Drama (3)		ENGL3623 Intro to Creative Writing: The Short Story (3)
ENGL4140 Introduction to Old English (6)	ENGL3361 Romantic Fiction (3)		ENGL3624 Eco Texts: Film and Literature (3)
ENGL4200 Milton (6)	ENGL3363 Victorian Fiction (3)		ENGL3625 Nature Writing (3)
ENGL4240 Studies in Shakespeare (6)	ENGL3400 The Novel from Twentieth		ENGL3652 The Short Story (6)

	Century Britain and Ireland (6)		
ENGL4720 Special Topics in Renaissance Literature (6)	ENGL3401 Writing Modern America (3)		ENGL3681 Young Adult Fiction (3)
ENGL4721 Special Topics in Renaissance Literature (3)	ENGL3403 Writing Contemporary America (3)		ENGL3683 Literature and Film (3)
	ENGL3404 Modern American Poetry (3)		ENGL3684 Introduction to Fantasy Literature (3)
	ENGL3405 Contemporary American Poetry (3)		ENGL3685 Introduction to Science Fiction (3)
	ENGL3406 Canadian Drama (3)		ENGL3686 Detective Fiction (3)
	ENGL3407 Dramatizing Ireland: Plays from 1950-Present (3)		ENGL4630 World Literature (6)
	ENGL3420 The Modern Canadian Novel (6)		
	ENGL3421 The Canadian Short Story to 1960 (3)		
	ENGL3423 The Canadian Short Story from 1960 to the Present (3)		
	ENGL3424 North American Aboriginal Literature (3)		
	ENGL3441 Modern American Drama (3)		
	ENGL4362 Literature of Transition: British Literature 1870-1920 (6)		

	ENGL4401 Contemporary Irish Literature (3)		
	ENGL4403 Classical Mythology to Modern Literature (3)		
	ENGL4711 Selected Topics in American Literature (3)		

English Language Proficiency

English is the primary language of instruction at Cape Breton University. It is essential that all students have an adequate knowledge in the areas of reading, writing, listening and speaking in the English language in order for them to be successful in their studies. While this policy outlines CBU's English language proficiency requirements for the purposes of admission, it remains the responsibility of all students to ensure that their English is at a level of accomplishment necessary for their particular programs and specific requirements.

Applicants who meet Cape Breton University's academic requirements, but who are not able to demonstrate English language proficiency at the time of application, may be offered a conditional admission. With an offer of conditional admission applicants can apply for a study permit (visa). However, until applicants have met the English language proficiency requirements they may not begin their university level studies.

Applicants whose first language is not English must provide documentation to show that CBU's English language proficiency requirements have been met. Proof of proficiency may be provided by one of the following:

Previous Education in English:

- Successful completion of at least two years of academic instruction at a secondary institution, as recognized by Cape Breton University, where English is the primary language of instruction, or

- Successful completion of at least 30 credit hours (or equivalent) at a post-secondary institution, as recognized by Cape Breton University, where English is the primary language of instruction.

Official Testing Scores:

- TOEFL score of 550 (paper test), 213 (computer test), or 80 (internet test). www.ets.org

- IELTS score of 6.5 with no band below 6.0. www.ielts.org

- CAEL score of 60, www.cael.ca

- MELAB score of 85, www.melab.ca

- Pearson PTE (Academic) - score of 59, www.pearsonpte.com

- CanTEST score of 4.5 (reading & listening), 4.0 (writing) http://www.cantest.uottawa.ca/index.php.

- Duolingo English Test score of 115 for undergraduate programs, diplomas and certificates. Score of 120 for Master of Business Administration, Bachelor of Education and post-baccalaureate diplomas: https://englishtest.duolingo.com/home

*Scores can be uploaded to the CBU application portal directly from the testing language body.

English Language Training

Cape Breton University has partnerships with English language training institutions. Students who successfully complete one of these programs are deemed to have met CBU's English language proficiency requirements without further testing required. Please visit our web site at www.cbu.ca/admissions for further information.

Entrance Scholarships

An admission application and all required supporting documents, including a high school transcript showing both Grade 11 marks and mid-year and/or first semester Grade 12 marks, must be received in the Office of the Registrar and Admissions by March 1, in order to be considered for an entrance scholarship. For more information on scholarships and bursaries, criteria, policies and required supporting documents, visit www.cbu.ca/scholarships or email: awards@cbu.ca.

Entry to Professional Programs Elsewhere

Many professional programs require or prefer an undergraduate degree, not necessarily a B.Sc., prior to entry (e.g. medicine, architecture). A CBU degree will provide an excellent starting point. Be sure to check with the other institution about specific course or other entrance requirements.

Science courses required for entry to pharmacy, physiotherapy and other health related processions are available at CBU. Again, be sure to consult with the other institution and confirm that you are taking the required courses. CBU students have a very good track record of being accepted a completing professional degree at other institutions.

Be aware that CHEM1104/CHEM1105 and MATH1105/MATH1206 are the first-year courses in chemistry and mathematics that are most widely accepted in other programs.

EXAMINATIONS

Examinations play a significant part in the evaluation process of many courses. Students should therefore be familiar with the following procedures associated with formal examinations. Any new material covered on the day of a scheduled, for-credit, test or exam, may not be included on that test or exam.

The following policies apply to all exams, for on-campus and online courses offered for credit at Cape Breton University. This includes final exams, midterm exams, laboratory examinations, practical exams, and similar assessments.

For all exam components, whether in-person or online, the precise procedures are at the discretion of the instructor.

Definitions:

An **exam**, or **examination**, means any component of a final exam, midterm exam, or smaller quiz used for assessment in a course at CBU that is:

• summative

• supervised

Note that even a short quiz is, therefore, covered under this definition of exam. The reasoning for this is as follows:

• A quiz is subject to all of the same academic integrity issues that a longer exam is.

• The rules around scheduling of midterm exams applies to quizzes. This puts very few restrictions on instructors scheduling quizzes during class time, but does restrict the use of synchronous quizzes outside of class time. Asynchronous quizzes (i.e. written at times chosen by the student) are unaffected. See the specific rules below on scheduling of midterm exams.

• An instructor has full authority to set the procedures for exams taking place outside the Fieldhouse. So quizzes run during class time can utilize as much of or as little of the process typical of an exam as the instructor wishes.

A **component of an exam** is any scheduled or unscheduled (e.g. asynchronous) assessment which is counted as part of the mark of an exam. The term "component of an exam" is simply acknowledging that the professor may break an exam into different parts which are administered in different ways, and possibly at different times.

A **synchronous component of an exam** is any component, such as a conventional face-to-face exam session, a timed online quiz, oral exam, or a sitting supervised by video conference, during which the student participates in part of the exam during a scheduled time, with supervision which could be in-person or virtual.

An **asynchronous component of an exam** is any component, such as a take-home exam or certain online activities, where the student has a degree of flexibility to decide when and for how long they will work on the exam component.

The **exam environment** is the space where a synchronous exam component is being held. It includes the room where students are writing the exam, the hallways outside that room, any nearby washrooms, and any breakout rooms or other rooms that are being used by the students and invigilators during the exam.

An **invigilator** is anyone with supervisory responsibilities during a synchronous exam component, including but not limited to the instructor.

Official Exam Regulations:

The following rules are in place for all final exams scheduled by the Registrar's Office to occur in the Fieldhouse: **Note**: Many of these rules and protocols apply to classroom exams.

1. Invigilators will arrive 1 hour before the scheduled exam time in order to attend a security briefing, to distribute the exam materials, and to give instructors an opportunity to brief other invigilators on any special rules for their own exams, such as allowed and disallowed materials.
2. Students must arrive on time and are required to have a valid **CBU student ID card** that will be scanned in order to gain entry to their in-person exams.
3. Once a student arrives to desk to write their exam, the student must display their Student ID on the upper left-hand side of the desk.
4. **Late Arrival**: Students arriving at the examination after the beginning of the scheduled exam time *(up to 30 minutes)* will be admitted; however, the staff at the door of the Fieldhouse must escort the student to their instructor to minimize distraction to other students. Forgetfulness or inadvertently arriving at the wrong time or place cannot be considered acceptable excuses.

The instructor will decide whether:

   i. The student will be allowed to write the exam at that time-line
   ii. The student and instructor will meet after the exam is over to discuss what will happen.

Note: Students will not be admitted to the Examination Room **thirty minutes** after the beginning of the examination. Students will not be permitted to leave the examination within the first 30 minutes.

5. Students are not permitted to bring electronic devices, including cell phones and iWatches or Smart watches to the seating area. These items should be placed in an envelope, provided by the University, for students to place under the seat of their desk. Students found in possession of unauthorized aids may be subject to disciplinary action. All materials or equipment are subject to inspection.
   a. As stated in the general principles for exam security, the instructor makes final decisions about what materials and aids are allowed in the exam. For example, an instructor may opt to allow students to have calculators during the exam. However, under no circumstances will devices able to access the internet (such as computers and smart phones) be allowed during exams in the Fieldhouse. If an instructor wishes to allow access to such devices during an exam then they should hold their exam outside the Fieldhouse.
6. Students may not leave their seats during an examination except with the consent of the invigilator.
7. **To ensure exam integrity**: All caps, hats, large hooded/bulky sweatshirts with pockets and jackets should be placed on the back of the student's chair or hung on the provided hangers.

8. Students are advised not to bring valuables to the examination room. (The university is not responsible for valuables brought into any of the locations where examinations are written.)
9. Drinks brought into the Fieldhouse must not produce danger of spilling. Drinks must be in water bottles or similar unlabelled closed containers. No food may be brought into the Fieldhouse during exams. See the General Principles Regarding Exam Integrity and Security for recommendations on how to handle students needing accommodation with regards to eating during the exam.
10. Students must leave the exam environment upon completion of the exam.
11. Talking or any other form of communication between students is absolutely forbidden. If students have a question, they may raise their hand and it will be addressed.

Note: The first time a student is caught talking or being disruptive during exam with another student will be moved to the front row of the exam area, the second time they are caught talking they will be removed from the exam.

12. Students should report possible instances of cheating to the invigilator. If there are other complaints, students should communicate their concerns to the professor or exam coordinator within 24 hours of the conclusion of the exam.
13. Students may request a washroom break or report illness by raising their hand to the invigilator and are expected to sign in and out for this request.
14. All exam materials will be distributed before the start of the exam.
15. Children are not permitted in exam area.
16. Where a student does not have a student ID card, reasonable accommodation will be made to allow them to demonstrate their identity with some other official photo ID. Ultimately the principle to be followed is that the instructor must be reasonably confident of the identity of the student.
17. Students are expected to write their examinations in an honest and straightforward manner. Where there are reasonable grounds for believing a violation of exam protocol has occurred, the student will be subject to the disciplinary procedures and sanctions according to the academic calendar.
18. Only currently registered students will be permitted to write the final exam.
19. If a crisis/illness occurs during an examination that prevents a student from continuing with the exam, the student must report to the course instructor/invigilator (or equivalent), hand in the unfinished exam and request the exam be cancelled. Students will be required to provide supporting documentation confirming the illness/crisis experienced during the examination. This should be provided to the faculty within 48 hours. Student will need to make alternate arrangements with their faculty to reschedule the exam. Depending on the crisis medical assistance may be required and Campus Security and/or 911 might need to be called.

Note: Exams that are planned to be less than 3 hours are not suitable for the Fieldhouse as large numbers of students leaving in the middle of the exam session cause a disruption for other classes. If possible, exams that are planned to take less than 3 hours should be scheduled in another location. Exceptions can be made for large classes, but in this case measures must be taken to have the class leave in an orderly and quiet fashion.

Online Exams

Specific rules for online exams will be covered in a separate policy which is to be viewed as part of this policy. However, the general principles listed in this policy should apply to online exams as well.

Exam misconduct

Students breach academic integrity when they unfairly represent their knowledge and ability as greater than it is. For the purposes of this policy, exam refers to any examination, test, quiz, or evaluation other than formal written assignments. Whether or not a take-home exam is a written assignment or an exam will be determined by the course instructor and communicated to students. Students commit exam misconduct when they:

• look at the work of another student in an effort to reproduce that student's answer;

• ask for, or provide, answers to another student, and similar behaviour, during an exam, test, or quiz;

• make use of unapproved notes, references, communications, digital resources, or any other prohibited means of securing answers;

• obtain an unauthorized copy of an exam, text, or quiz in advance for the purpose of preparing answers ahead of time;

• facilitate the exam misconduct of another student.

External Transfer

All first- and second-year credit courses offered at all other Canadian universities will be considered for credit at CBU, with the following limitations:

- A minimum of 50% of the courses must be completed at CBU in a degree, diploma or certificate program, unless stated otherwise in the program descriptions. Some programs may not be eligible for any transfer credits.
- Credit transfer is distinct from admission and decisions with regard to admission remain the prerogative of CBU;

- The specific program requirements of CBU must be met. An otherwise acceptable transfer credit may not be usable in a particular program of study,
- Students must also meet any requirements with regard to grades. External credits will be treated identically with those of CBU students who move from one program to another within the institution. If a grade of 60% is required in a CBU prerequisite course, for example, then a 60% grade will also be required in a transfer course.
- Electronic scans of original (official) documents will be accepted in support of an application for admission for undergraduate programmes, or for an application for transfer credit assessment. Both sides of each document must be supplied. Cape Breton University reserves the right to request official documents at any time. Documents should be submitted to admissions_documents@cbu.ca
- Documents submitted in support of an application for admission cannot be returned. Neither the documents nor copies of the documents will be returned to the applicant. Further, neither the documents nor copies of the documents will be issued third parties.

A dean, in consultation with the Registrar and the department, may approve courses beyond the first and second year levels for credit transfer in degree, diploma and certificate programs, bearing in mind that at least 50% of courses must be completed at CBU.

CBU has entered into a variety of special agreements with other institutions and such agreements often provide for extended credit transfer arrangements within specific CBU programs. For general information on such arrangements, contact the Office of the Registrar and Admissions.

Extraordinary Circumstances

This refers to emergency situations where it was not possible to make arrangements prior to the exam and so a new date is arranged. It applies to emergencies which prevented the student from attending the exam, or which arose during the writing of the exam. It also applies to situations in which a student has written the exam but subsequently claims that there were extenuating circumstances such that they should not have written the exam. In such a case the student may request an opportunity to retake the exam.

This policy does not apply to situations in which the student has written the exam, and is claiming extenuating circumstances having had an opportunity to find out their mark. A student claiming extenuating circumstances in such a case should use the grade appeal process.

Where either the student claims extenuating circumstances, or the instructor has decided independently that extenuating circumstances apply, the instructor may:

• decide to allow or disallow the student to write another examination

◦ the instructor shall not request documentation or corroboration. If the instructor wishes there to be documentation or corroboration they should consult with the dean.

• decide to consult with the dean before making a decision

◦ the dean may request documentation and/or corroboration to verify the reasons for the request

◦ whatever the outcome of the consultation between the instructor and dean, the final decision lies with the instructor

The dean will be informed of the alternate exam being written whether they were consulted on the decision or not.

Where the request for an alternate exam under extenuating circumstances has been denied, the student may appeal the decision through the regular Academic Appeals process.

Financial Regulations and Policy

Payment Deadlines, Policies & Regulations

Cape Breton University reserves the right, without liability or penalty and without notice, to make changes in its offered services and programs, including alteration of fee schedules, fee regulations, and cancellation of particular courses, and other relevant policies/regulations. Upon registration, each student becomes bound by the policies and regulations of Cape Breton University. Students are responsible for being familiar with the general information, rules and regulations of Cape Breton University, as well as the specific requirements of each program, degree, diploma or certificate that the student

aims to achieve. It is the student's responsibility to choose courses that are appropriate to the program requirements and understand fee policies/regulations.

Fall/Winter

Fall semester – September 30, 2021: Payment deadline for fall term fees

Winter semester – January 30, 2022: Payment deadline for winter term fees

- Students registered in the 2021 summer term must have all fees paid prior to registering for the 2021 fall term and course fees must be paid based on the financial policies of the 2021 spring/summer term below.
- 100% of tuition and academic fees for semester one must be paid no later than **Sept. 30**, with the semester two to be paid no later than **Jan. 30th**.
- 100% of the medical and dental plan fees and campus activity fee are due by Sept. 30th.
- All residence and meal plan fees for the term are due at the beginning of each term.
- Distance fees are non-refundable once the course begins.
- Final grades will not be accessible until course fees have been paid in full.
- Letters of Confirmation, Letters of Completion, Transcripts of grades, Parchments, and any other official documentation will not be provided until course fees have been paid in full.
- Interest will be calculated on outstanding balances at the rate of 1% on the first day of each month.

Spring/Summer

Spring/Summer semester – May 30, 2022: Payment deadline for spring/summer fees

- In order to register for courses in the 2022 spring/summer term, students are required to have a zero balance owing from fall/winter terms.
- Interest is charged on ALL outstanding balances beginning June 1st, 2022. If any course has not been paid for in full, regardless of start date, interest will apply at the rate of 1% per month.
- Final grades will not be accessible until course fees have been paid in full.

- Letters of Confirmation, Letters of Completion, Transcripts of grades, Parchments, and any other official documentation will not be provided until course fees have been paid in full.
- All residence and meal plan fees for the term are due at the beginning of the term.
- All fees related to the spring/summer 2022 term must be paid prior to registering for the 2022 fall term.
-

Any loss, damage, or interruption of classes, accommodation or meals suffered by any student as a result of circumstances beyond reasonable control, including the suspension or termination of services by any group of University employees, is not the responsibility of Cape Breton University.

Class Withdrawal and Financial Rebates

A student who wishes to withdraw from a course(s) must do so officially online using the student portal or in writing at Enrolment Services. Please retain confirmation of drop for your records. Ceasing to attend lectures or notifying the instructor does not constitute an official withdrawal and rebates will not be issued in these circumstances. (Please note that deadline dates for dropping courses without Academic Penalty differ from these dates and are listed in the Calendar Of Events in the Academic Calendar.

Tuition, Students' Union Fees, IT Fees, Campus Renewal Fees, Lab Fees, and Differential Fees will be rebated in accordance with the following schedule:

WITHDRAWAL DATES	FIRST TERM FEES	SECOND TERM FEES
Sept. 8 – Sept. 17	100%	100%
Sept. 18 – Sept. 24	75%	100%
Sept. 25 – Oct. 17	50%	100%
Oct. 18 – Dec. 31	–	100%
Jan. 17 – Jan. 26	–	100%
Jan. 27 – Feb 2	–	75%
Feb 3 – Feb. 25	–	50%
Feb. 26 – Apr. 30	–	–

Rebates will be calculated for the Spring/Summer semester as follows:

- 100% if dropped 3 days after the first day of class
- 75% if dropped 4 or 5 days after the first day of class
- 50% if dropped 6 or 7 days after the first day of class

** One week after the first class, no rebate will be issued for dropped courses. **

Refund Policy For New International Students

This policy is for students who have received an offer letter from Cape Breton University

It is the responsibility of the students to familiarize themselves with the Important Dates Calendar and deadline dates and to plan/budget accordingly.

For students who have received an offer letter, but their study visa is not granted:

Please note that 100% of a student's deposit will be returned in the case their study visa is not granted and they were not enrolled in any courses (appropriate documentation is required from the student). To make this refund request, please email internationalaccounts@cbu.ca CBU reserves the right to contact IRCC to verify the status of a visa and/or study permit application and to verify the contents of a refusal letter.

For students who have received an offer letter and have obtained a valid study permit:

For fully accepted students arriving to CBU with a valid study permit, should you choose not to enrol in classes, or to withdraw from previously enrolled classes, 100% of your tuition deposit is classified as non-refundable and non-transferable. Tuition deposits will automatically be withheld/forfeited to CBU. Please notify internationalaccounts@cbu.ca if you plan to withdraw from classes to ensure you are not charged additional fees.

For students who have received an offer letter and have enrolled in courses *without* final visa approval:

For fully accepted students who enrol in courses without final visa approval **(Approval in Principle)**, should your visa application be refused and you choose to withdraw after courses begin, refunds will be pro-rated based on the duration of study, and appropriate documentation will be requested from the student to verify visa refusal. The unused portion of your tuition deposit will be returned. Please see fee deadlines and email internationalaccounts@cbu.ca to update your student account.

Please note that any student who enrols in courses and then chooses to defer to a later semester is responsible for ensuring all registered courses are dropped before the deadline and that medical plan opt outs are completed. Students will not be reimbursed for courses they do not drop prior to the deadline. Please see deadlines listed in the Important Dates Calendar and fill out a deferral form.

Additional Information

- To view your course enrolments and/or change your registration, sign in to your student account here.
- Please allow 4-6 weeks for refunds to be fully processed
- For further information regarding International Student tuition deposits, please email internationalaccounts@cbu.ca

- Tuition deposit refunds must be sent to the account that the initial payment was made from. Cape Breton University bears no responsibility for funds that are delayed or go astray due to inaccurate or obsolete financial information provided by the student. Applicants/students are responsible for all banking and foreign exchange charges associated with their payment/refund and any additional banking charges incurred as a result of inaccurate information.

There will be no exceptions to the above stated financial policies.

- Undergraduate Tuition and Fees: Fall/Winter 2021 – 2022
- Undergraduate Tuition and Fees: Spring/Summer 2021
- Graduate/Post-Baccalaureate Tuition: Fall/Winter 2021 – 2022
- Financial Aid
- Payment Options

Folklore

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must also be met by students in Folklore programs.

BA Concentration (30 credits in Folklore)

- FOLK1101 and FOLK1103
- 6 credits at the 2000-level
- 12 credits at the 3000 -level

BA/BACS Minor (24 credits in Folklore)

- FOLK1101 and FOLK1103
- 6 credits at the 2000-level
- 6 credits at the 3000 -level

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 9 credits at the 3000 or 4000 level

BA or BACS Major (48 credits in Folklore)

FOLK1101 and FOLK1103

- 12 credits from Group A courses, listed below
- 12 credits from Group B courses listed below
- 24 credits at the 3000- level or higher with at least 6 credits at the 4000 -level

BA or BACS Double Major (36 credits Folklore)

- FOLK1101 and FOLK1103
- 6 credits from Group A courses listed below
- 6 credits from Group B courses listed below
- 18 credits a the 3000 – level or higher with at lest 6 credits at the 4000 level

Multidisciplinary BA or BACS (with Folklore)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Folklore as one of the subjects in a Multidisciplinary BA or BACS should consult with the Department Chair.

Group A Regional Studies	Group B Folklore Themes & Genres
FOLK2101 Cultural Heritage of Cape Breton	FOLK2103 Custom
FOLK2104 Atlantic Canadian Folklore	FOLK2109 Material Culture
FOLK2105 Social History of Celtic Music & Dance	FOLK2401 Oral Literature: Storytelling & Other Verbal Genres
FOLK2107 Early Canadian Celtic Music	FOLK2404 Urban Legend
FOLK2108 Contemporary Canadian Celtic Music	FOLK2406 Vernacular Architecture
FOLK2111 Introduction to Gaelic Song	FOLK2407 Food & Culture
FOLK2113 Introduction to Celtic Instrumental Music	FOLK2408 Folklife
FOLK2261 Celtic Dance	FOLK2501 Popular Music & Culture: 1890-1950
FOLK2403 Atlantic Canadian Folk Music	FOLK2503 Popular Music & Culture: 1950-Present
	FOLK3201 Folklore & Popular Culture

	FOLK3301 Revivals & Survivals: Studying Folk Song & Traditional Music
	FOLK3400 Canada's Cultural Landscape
	FOLK3401 Tradition & Culture
	FOLK3403 Gender in Traditional & Informal Culture
	FOLK3511 Popular Musics of the World
	FOLK3601 Cultural Tourism: Music, Heritage & The Exotic
	FOLK3603 Culture, Folk & Music Festivals: Identity on Display
	FOLK3608 Music & Protest
	MUSI3613 Music & Nationalism

French

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must also be met by students in French programs.

BA Concentration (30 credits in French)

1102 cannot be used in the French Concentration. These courses can be used as BA Electives or in Group 4/D of the BA Core.

- At least 15 credits in language acquisition courses at the 2000 level
- At least 6 credits in language acquisition / linguistics at the 3000 level *See chart below

See chart for list of language acquisition/linguistics courses below.

BA/BACS Minor in French

A Minor consists of 24 credits in French at the 2000 level or above, with at least 6 credits at the 3000 level.

BACS Academic Field (24 Credits)

24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

BA or BACS MULTIDISCIPLINARY BA or BACS (with French)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using French as one of the subjects in the Multidisciplinary BA/BACS should consult with the Department Chair.

Language Acquisition/ Language/Linguistics	**Literature/Culture**
FRNC-2101 Communication orale et écrite 1	FRNC-2401 Introduction de la littérature français I
FRNC-2103 Communication orale et écrite 2	FRNC2403 Littérature français française du 19ème siècle
FRNC-2108 Français intermédiare 1	FRNC-2301 Civilisation québécoise et acadienne I**
FRNC-2109 Français intermédiare 2	FRNC-2303 Le Canada depuis 1914**
FRNC-2204 Conversation	FRNC-2305 Langue et culture acadienne
FRNC-2205 Rédaction	
FRNC-2206 Grammaire intensive et communication	FRNC-3105 Contes et légendes du Canada Français
FRNC-2207 Phonétique pratique et théorique	FRNC-3106 La chanson traditionnelle en Amérique française
FRNC-3103 Stylistique comparée et traduction	FRNC3110 Le théâtre d'expression Française au Canada
FRNC-3107 Linguistique française*	FRNC-3324 Cinéma français et francophone**
FRNC-3108 Conversation avancée	FRNC-3403 Littérature française

FRNC-3109 Rédaction, Vocabulaire et style	FRNC-3343 Langue et culture dans l'espace francophone
FRNC-3301 Pragmatique et communication interculturelle*	FRNC-3405 L'écriture féminine canadienne francophone
FRNC-3303 Sociolinguistique française*	FRNC-3441 Littérature québécoise
FRNC-3324 Cinéma français et francophone	FRNC-3443 Littérature acadienne

NOTE:

All 2000 level courses in the first column satisfy the language acquisition category.

*Linguistics course

Some courses may satisfy more than one category.

FROM OTHER THAN HIGH SCHOOL

CBU recognizes extra-institutional learning and may grant credit for learning experiences acquired outside an educational institution. Students may obtain credit for such prior learning in either of two ways:

By presenting evidence demonstrating that the student has mastered the material covered in the course in question. The Dean of the appropriate academic school is responsible for ensuring that the relevant faculty member appraises such evidence of prior learning.

By challenging a course with the approval of the relevant school dean.

Gaelic

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must also be met by students in Gaelic Minor.

PLEASE NOTE: Gaelic is only available at CBU as a Minor program. Students can take Celtic Culture as a BA Concentration or as the BACS Academic subject.

BA/BACS Minor (24 credits in Gaelic language)

- 3 credits GAEL1101 (Gaelic Language I)
- 3 credits GAEL1103 (Gaelic Language II)
- 3 credits GAEL2101 (Advanced Gaelic Language I)
- 3 credits GAEL2103 (Advanced Gaelic Language II)
- 3 credits GAEL3101 (Advanced Gaelic Language III)
- 3 credits GAEL3103 (Advanced Gaelic Language IV)

Students wanting to Minor in Gaelic must consult the Chair of Communication and Languages and may have to take some courses at the Gaelic College/Colaisde na Gàidhlig or take an exchange year at Sabhal Mor Ostaig, the Gaelic College in Scotland to complete the requirements.

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

Gender and Women's Studies

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must also be met by students in GWST. PLEASE NOTE: GWST is only available as a Minor program.

BA/BACS Minor (24 credits in Gender and Women's Studies)

BA/BACS Minor in Gender and Women's Studies provides students the opportunity to study the full range of human experience and arrangements of social organization from the perspectives of those whose participation has been traditionally distorted, omitted, neglected, or denied. Students will develop a deep appreciation for complexities of power and asymmetries in gender relations across time, class, and cultures.

Requirements: Students must take a minimum of twenty-four credits in either the four-year BA program or the four-year BACS program. GWST-1101 is a requirement for the Minor. There shall be a maximum of 9 credits at the 1000 level and a minimum of 6 credits at the 3000 or 4000 level.

BACS Academic Field (24 Credits)

24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

The following courses satisfy the requirements for a Minor in Gender and Women's Studies:

- AN/S-2106 Religion, Magic & Witchcraft (3 credits)
- AN/S-2121 Politics of Power and Division (3 credits)
- AN/S-2201 Families Across Cultures (3 credits)
- AN/S-2209 Humankind: Journey of Evolution (3 credits)
- AN/S-2211 Humankind: Uses an Abuse of Science (3 credits
- AN/S-3210 Self and Other [x-listed as MIKM 3110] (6 credits)
- AN/S-3221 Constructed/Ing Gender (3 credits)
- AN/S-3223 Queer(y)ing Identities (3 credits)
- AN/S-3232 Work and Women in Society (6 credits)
- COMM-3135 Family Communication (3 credits)
- COMM-3137 Gender & Communication (3 credits)
- COMM-3138 Women & Communication (3 credits)
- COMM-3141 Communication and Sexuality (3 credits)
- ENGL-2606 Dramatic Literature by Women I (3 credits)
- ENGL-2607 Plays by Women II (3 credits)
- ENGL-2640 Women's Literature (6 credits)
- ENGL-3504 Feminist Theory (3 credits)
- ENGL-4522 Feminist Literary Theory (6 credits)
- FOLK-2103 Custom (3 credits)
- FOLK-3403 Gender and Folklore (3 credits)
- GWST-1101 Introduction to Gender and Women's Studies (3 credits)
- GWST-2191 Women in Western Religions [x-listed as HIST/RELS-2191] (3 credits)
- GWST-2193 Women in Eastern Religions [x-listed as HIST/RELS-2193] (3 credits)
- GWST-3121 Gender History [x-listed as HIST-3121] (3 credits)
- GWST-3133 Slavery and Freedom: Americas [x-listed as HIST-3133] (3 credits)
- HIST-1107 Women in Civilization (3 credits)
- HIST-2191 Women in Western Religions [x-listed as GWST/RELS-2191] (3 credits)

- HIST-2193 Women in Eastern Religions [x-listed as GWST/RELS-2193] (3 credits)
- HIST-3121 Gender History [x-listed as GWST-3121] (3 credits)
- HIST-3133 Slavery and Freedom: Americas [x-listed as GWST-3133] (3 credits)
- HIST-4110 Witch Hunting: Early Scotland (6 credits)
- HIST-4120 Women's History 1850-1950 (3 credits)
- HUMA-1107 Women in Western Civilization (3 credits)
- MIKM-3110 Self and Other [x-listed as AN/S 3210] (6 credits)
- PHIL-2103 Philosophy of Love, Sex, Friendship (3 credits)
- PHIL-2105 Feminist Philosophy (3 credits)
- PHIL-3154 Feminist Philosophical Theory (3 credits)
- POLS-2121 Politics of Power & Division (3 credits)
- PSYC-3651 Human Sexuality and Sex Education (3 credits)
- RELS-2191 Women in Western Religions [x-listed as GWST/HIST-2191] (3 credits)
- RELS-2193 Women in Eastern Religions [x-listed as GWST/HIST-2193] (3 credits)
- SOCO-2306 Intro: Sociology of the Family (3 credits)

Please note that this list is revised from time to time, so consult with the Chair for additional information.

General Admission Requirements for Students from Outside of Nova Scotia

For all provinces except Quebec, students who have successfully completed university preparatory programs will be admitted, subject to the same grade and average requirements expected of Nova Scotia students and subject to program capacity. For Quebec students, the entrance requirement is one year of study at a CEGEP, with a 65% average.

Documents submitted in support of an application for admission cannot be returned. Neither the documents nor copies of the documents will be returned to the applicant. Further, neither the documents nor copies of the documents will be issued third parties.

Present course code equivalencies from other Canadian provinces can be found at: www.cbu.ca/admissions/canadian-applicants.

General Undergraduate Admission Requirements

An overall average of 65% is required for all students applying to most CBU credit programs based on high school performance. Additional requirements may apply to specific programs.

Program-specific admission requirements are summarized in the table on the previous page.

If space permits, CBU will accept all candidates who can verify that they have met the minimum entry requirements established by CBU for the programs in which they wish to enroll.

Electronic scans of original (official) documents will be accepted in support of an application for admission for undergraduate programmes, or for an application for transfer credit assessment. Both sides of each document must be supplied. Cape Breton University reserves the right to request official documents at any time. Documents should be submitted to admissions_documents@cbu.ca Documents submitted in support of an application for admission cannot be returned. Neither the documents nor copies of the documents will be returned to the applicant. Further, neither the documents nor copies of the documents will be issued third parties.

Note: CBU does not guarantee that applications completed after August 1, will be processed for September registration.

Grade Reports

Grade reports become available to students through the CBU web site following the December and April examination periods and after the spring/summer sessions. Students who have not paid all tuition fees or who have outstanding library fines will not have access to grades until their accounts are settled.

GRADUATION

To graduate, students must submit a formal application for graduation. If a student plans to graduate, they must submit an application regardless of whether or not they intend to participate in the scheduled ceremonies.

Before applying to graduate, make sure you'll have completed all program requirements.

Please note, students are responsible to follow academic and financial policies

and regulations in our CBU Academic Calendar and on our Financial Deadlines, Policies and

Regulations page. Upon registration, students agree to be, and shall be, bound by the regulations and policies of Cape Breton University as published in the CBU Academic Calendar or otherwise enacted by the University.

Students meeting their program requirements by April will graduate in May.

Students meeting their program requirements by August will graduate in November.

Spring Convocation will be held on the Thursday and Friday prior to the long weekend in May.

Fall Convocation will be held on the first week in November.

Students must apply to graduate and should note the deadlines listed in the Calendar of Events.

To be eligible to graduate students must apply to graduate via their Compass Student Account before the application closes. There is a $25 application fee. The application fee is non-refundable and non-transferable. If your application is cancelled, you'll need to re-apply for a future graduation. You'll have to pay the fee again. Applications received after the application closes will be charged a $50 fee.

All fees must be paid in advance for students to be eligible to attend the ceremony and receive their credentials.

Your name as it appears on Compass Student Account is the name that will appear on your diploma. This is the name that will be printed on your diploma and any other documents related to Convocation (programs, graduation list, invitations, etc.). No additional personal information will be added to the Diploma. Cape Breton University does not add any additional titles, designations, notations and/or external credentials awarded to a student on a Cape Breton University Diploma or to a Student Academic Record. An official Student Record and/or Diploma will contain the legal name of a student.

Any requests to change that name, by means of alteration, deletion, substitution or addition, must be made through a Change of Information form and submitted to Admissions@cbu.ca this must be accompanied by appropriate supporting documentation. For further information, contact the Registrar@cbu.ca .

Graduation is the awarding of your credential (degree, diploma or certificate) by the Cape Breton University Senate. You must apply to graduate in order to be awarded your credential and receive your diploma.

Convocation is the graduation ceremony where you will walk across the stage in your gown and academic hood and receive your parchment (the physical document that indicates that you've completed your program). You can invite up to two guests, though you may be able to request more depending upon availability. For more information visit our website.

Send questions related to graduation to convocation@cbu.ca.

Posthumous Degrees

A degree (undergraduate or graduate) may be awarded posthumously when the following two conditions are met:

1. A family member of a deceased student makes a request

2. The student has undertaken and substantially completed all courses and other requirements for the degree

A posthumous degree may be awarded to an undergraduate student who dies before all degree requirements are fulfilled. As a general policy, to be eligible for consideration, the student must have successfully completed, at a minimum, all but the final year courses for the degree program the student was registered in at the time of death.

With the approval of the Registrar and Dean, a degree may be awarded posthumously to a deceased student who completed a degree program or was completing the year of their degree program. Degrees granted posthumously will be noted on the transcript of record.

The name of the student awarded a posthumous degree will be included in the convocation program with **awarded posthumously noted. Family members will be invited to attend convocation ceremonies.

Updated: May 1, 2023

Note: Only students who attend the Convocation Ceremony will have their names presented at Convocation.

Cape Breton University reserves the right, without liability or penalty and without notice, to make changes to its policies and offered services and programs, including alteration of fees, cancellation of particular courses and changes to financial policies including the Refund Policy. Every student accepted for registration in Cape Breton University shall be deemed to have agreed to any such changes, whether made before or after said acceptance.

High School Transcript Self-report of Grades

Students have the opportunity to self-report their transcript information which CBU will use to assess admission to degree programs. High school applicants must report final grades for all Grade 11 and Grade 12 courses completed, along with all available mid-year grades for courses in progress. Information will be assessed and applicants will be advised of their admission status.

Offers of admission based on self-reported transcript information will be verified against the final official transcript which must be submitted to the Office of the Registrar and Admissions by June 30. It is expected that all applicants will accurately report their course information and must satisfy all CBU admission and specific program requirements in their final results, otherwise the offer of admission may be withdrawn.

Please note the information below if you wish to be considered for an entrance scholarship.

History

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must also be met by students in History programs.

BA Concentration (30 credits in History)

- 6 credits in history at the 1000-level
- 12 credits in North American history – with at least 6 credits at the 3000-level
- 12 credits in European/World history – with at least 6 credits at the 3000-level

BA/BACS Minor (24 credits in History)

- 6 credits in history at the 1000-level
- 6 credits in North American history (2000- or 3000-level)
- 6 credits in European/World history (2000- or 3000-level)

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

BA or BACS Major (48 credits in History)

- 6 credits in history at the 1000-level
- 12 credits in North American history – with at least 6 credits at the 3000-level
- 12 credits in European/World history – with at least 6 credits at the 3000-level

BA or BACS Double Major: (36 credits in History)

- 6 credits in history at the 1000-level
- 12 credits in North American history – with at least 6 credits at the 3000-level
- 12 credits in European/World history – with at least 6 credits at the 3000-level

Multidisciplinary BA or BACS (with History)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using English as one of the subjects in a Multidisciplinary BA or BACS should consult with the Department Chair.

BA or BACS Honours (66 credits in History)

Students must consult BA or BACS Honours requirements for entering and graduating with an Honours degree. The 66 credits in a History Honours program must include:

- 6 credits in history at the 1000-level
- 12 credits in North American history – with at least 6 credits at the 3000-level
- 12 credits in European/World history – with at least 6 credits at the 3000-level
- HIST-3115 (Varieties of History) OR HIST-3102 (Historical Archaeology) OR HIST-3118 (Public History in the Media) OR HIST-3119 (History in the Public Sphere)
- Students in their graduating year must consult with the Chair about their Honours thesis as early as possible, and no later than the second week of September

In addition, students must complete six credits in one of the following:

- a language other than English OR
- any six-credit course in quantitative research methods OR
- any third- or fourth-year level course in another department in the School of Arts & Social Sciences, approved by the Chair of the Department of Humanities

The following table defines which courses count as “North American” and which count as “European/World.”

EUROPEAN/WORLD	NORTH AMERICAN	EITHER
HIST-2100 The Medieval Experience	**HIST-2101** Origins of Canada	**HIST-2114** The History of Money
HIST-2102 Celtic History	**HIST-2103** Canada in a Modern World	**HIST-2118** First World War and 20th Century

HIST-2106 The Reformations	**HIST-2104** Atlantic Canada before Confederation	**HIST-2123** Stories We Tell
HIST-2107 Europe in the Seventeenth Century	**HIST-2105** Atlantic Canada 1867-1990	**HIST-2130** History of Empire
HIST-2108 History of Christianity I	**HIST-2110** Mi`kmaq History	**HIST-2133** The History Workshop
HIST-2109 History of Christianity II	**HIST-2111** Vernacular Architecture	**HIST-2134** Environmental History
HIST-2112 Survey of British History	**HIST-2115** Canadian Military History	**HIST-2191** Women in Western Religions
HIST-2113 Europe in Renaissance & Reformation	**HIST-2117** America: Freedom & Empire	**HIST-2193** Women in Eastern Religions
HIST-2120 Reformers, Revolutionaries and Tyrants	**HIST-3104** Social History of Modern Canada I	**HIST-3121** Gender History
HIST-3101 Modern Ireland, 1603-1848	**HIST-3105** Social History of Modern Canada II	**HIST-3102** Field School in Historical Archaeology
HIST-3103 Modern Ireland, 1848-2000	**HIST-3110** Aboriginal & Treaty Rights in the Canadian Constitution	**HIST-3115** Varieties of History
HIST-3107 Tudor England	**HIST-3113** Cape Breton History, 1820-1910	**HIST-3117** History & Philosophy of Science
HIST-3108 Stuart England	**HIST-3114** Cape Breton History, 1910-2000	**HIST-3118** Public History & Media
HIST-3109 Scotland 1500-1603	**HIST-3120** Race Relations in North America	**HIST-3119** Memory and History in the Public Sphere
HIST-3111 Scotland 1603-1707	**HIST-3140** The Peopling of Canada and North America	**HIST-3130A/B** The Viking World
HIST-3122 Modern Scottish Highlands	**HIST-3150** Social History of Louisbourg	**HIST-3131** The Atlantic World During the Age of Sail
HIST-3142 Modern Britain		**HIST-3133** Slavery & Freedom in the Americas
HIST-3201 Religious Persecution to Religious Liberty I (to 1600)		**HIST-4101** Digital History

HIST-3203 Religious Persecution to Religious Liberty II (from 1600)		
HIST-4110A/B Witch-Hunting: Early Scotland		

IB Program in Math

Students who complete an IB course in mathematics with a minimum score of 5 shall be exempt from the Calculus Readiness test.

OR

Completion of a Grade 12 honours course with a mark of 85% or higher and successful completion of an Outstanding Entry Student Examination. This examination is prepared and graded by an instructor in the discipline. Success in the examination means that the department and the dean are confident that the student's knowledge is equivalent to that of a student who has successfully completed the introductory level of that course at CBU.

Indigenous Science Research Commons

The Integrative Science Research Commons is the primary centre of Indigenous Science research activity at Unama'ki College. The Integrative Science Research Commons is under the auspices of Dr. Cheryl Bartlett, Tier1 Canada Research Chair in Integrative Science. Integrated Science/MSIT courses are taught using the Integrative Science Research Commons.

Indigenous Students Commons

One of the key and most visible spaces within Unama'ki College is the **Indigenous Students Commons** in all its various aspects: physical components (computers, kitchenette, etc.), academic ambiance (proximity to faculty and staff, study space, etc.) and comforting, reconfirming culture space.

POST-BACCALAUREATE DIPLOMA IN OCCUPATIONAL HEALTH & SAFETY MANAGEMENT

The Diploma in Occupational Health & Safety Management (Post-Baccalaureate) is designed for

- Graduates of university programs in life sciences and social sciences who wish to complete a program in management and pursue a career related to risk, health or safety operations.
- Early-career health professionals.
- Health professionals interested in risk and health management roles within their organization.
- International students interested in gaining a Canadian understanding on risk management.

The program aims to prepare professional and post-degree students with an advanced understanding of occupational health, safety, and organizational risk. This is accomplished through a deepened understanding of occupational health and safety, illness and accident

management programs, human resources, industrial relations, laws and standards, emergency preparedness, total worker health, work-place wellness and health promotion programs.

Graduates will be prepared to proactively engage and help manage organizational risk within various roles and industries. Completion of the diploma meets the educational requirements for the Board of Canadian Registered Safety Professional (BCRSP) designation (CRSP). Graduates awarded the CRSP can also apply for Chartered Member status with the Institution for Occupational Safety and Health IOSH). IOSH is the Chartered body for health and safety professionals. With more than 40,000 members in 85 countries, they are the world's largest professional health and safety organisation. Upon completion, graduates will have an enriched capacity to work within and across various sectors with the skills necessary to influence and advance occupational health safety and organizational risk outcomes. The program prepares students with the competencies to provide coaching and guidance and the abilities to identify, assess and communicate on matters relating occupational, health, safety and organizational risk. The diploma is designed to enhance occupational health and safety and risk management outcomes across any industry. The course further provides an introduction and approaches for working with various stakeholders, workplace diversity, human rights and working within an indigenous context.

The Occupational Health and Safety Management post-baccalaureate diploma further prepares students for roles in the: public sector and compliance services, business and insurance project management and construction, safety supervision, environmental industry, oil and gas, security and first response, human resources, quality management, health promotion; public health and similar roles where advanced education in these areas is highly valued and in demand.

In the first year, students are introduced to fundamental occupational health safety and risk management subjects including organizational behavior, safety theories, risk assessment and occupational wellness.

In the second year, students learn about project and quality management and other workplace issues. In the last semester of the program, students have the opportunity to do a 12-week internship placement with an organization or complete a capstone project. In both cases, students can apply their skills to a project.

Internal Transfer

Please refer to the subsections of this topic.

Internal Transfer Credit for School of Arts and Social Sciences

Internal Transfer Credit for School of Arts and Social Sciences

Internal Transfer Credit for School of Science and Technology Engineering

Transfer from a degree program to an Engineering Technology diploma program

Transfer from a degree program to an Engineering Technology diploma program	
ENGI1165 Graphics	DRAF111 Drafting I
ENGI1167 Statics	ENGI1163 Statics
ENGI2164 Thermodynamics	MECH2161 Thermodynamics

ENGI2166 Electric Circuits	ELEC1161 Fundamentals of Electricity
ENGI2169 Strength of Materials	ENGI1164 Strength of Materials
ENGI2131 Fluid Mechanics	CIVI112 Fluid Mechanics
Transfer from an Engineering Technology diploma program to a degree program	
ENGI1163 Statics	ENGI1167 Statics
MECH2161 Thermodynamics	ENGI2164 Thermodynamics
ELEC1161/ELEC1164 Fundamentals	ENGI2166 Electric Circuits
ENGI1164 St. of Materials	ENGI2169 St. of Materials
CIVI112 Fluid Mechanics	ENGI2131 Fluid Mechanics
CIVI233 Hydraulics	ENGI2131 Fluid Mechanics
Mathematics course transfers from a degree program to an Engineering Technology diploma program	
MATH1101 and MATH1203 Calculus (Math I, II, & III)	*MATH1107/1208/2104
MATH1105 Calculus (Math I, II, & III)	*MATH1107/1208/2104
MATH1105 and 1206 or MATH1101/1203/1206 Calculus	MATH1107/1208 or MATH2104/2205 (Math I, II, III, & IV)
MATH1109	MATH 335 Statistics
MATH 183 Introduction to Fortran Applications	COMP 1163 Computer
MATH1116 Programming in C++ Applications	COMP 1163 Computer
MATH1217 Introduction to Computer Applications	COMP 1163 Computer
…	
Transfer from an Engineering Technology diploma program to a degree program	
MATH1107/1208/2104 (Math I, II & III)	MATH1101 Calculus
MATH1107/MATH1208/MATH2104/MATH2205 (Math I, II, III, & IV)	MATH1105 Calculus or MATH111 & MATH112
MATH 335 (Math V) *Credits for MATH1206 will be considered on an individual basis where the math sequence actually taken in the Engineering Technology diploma includes significant work in infinite sequences and series.	MATH1109 Statistics

Science course transfers from a degree program to an Engineering Technology diploma program	
CHEM200 Physical Chemistry Physical Chemistry I & II	CHEM251/CHEM252
GEOL1101 Physical Geology	GEOL1103 Geology I
GEOL1201 Historical Geology	GEOL1203 Geology I
PHYS1102 Elements of Physics	PHYS1101/PHYS1201 (Physics I & II) -Students will take some topics in both courses
PHYS1104 and PHYS1204 General Physics	PHYS 111/112 (Physics I & II)
Transfer from an Engineering Technology diploma program to a degree program	
GEOL1103 Geology I	GEOL1101
	Physical Geology
GEOL1203 Geology II	GEOL1201
	Historical Geology
*MATH1101 and MATH1203 or MATH1105 gives credit for MATH I, II and III, however, BET students will be required to obtain an additional 3 to 6 credits of electives to graduate.	

INTERNATIONAL APPLICANTS

The International Advisors at Cape Breton University provide information and referral services in response to questions or problems international student may encounter during their adjustment to a new country and university. The advisors organize orientation and social programs for international students and encourage students to direct all questions related to immigration or visa concerns to their attention. The International Advisors' offices are in the Learning Commons & Student Life Centre (B-110) located in the Marvin Harvey Building.

International Student Advisors :

Donalda Johnston-Roper,

tel: 902-563-1278 or

mail: Donalda_Johnston@cbu.ca

Legends Used in Place of Numerical Grades

In certain cases, legends are used in place of numerical grades. Students should familiarize themselves with these legends, since some of them have a direct influence on average and rank.

AUD = Audit Used to record an audit, where a student is eligible to attend regular classes but ineligible to participate in written assignments or examinations set for the course. No credit is attached to an audit.

PAS = Pass Used to record credit for a course where no numerical grade is assigned. This legend is not considered in the calculation of averages.

FAI = Failure Used to record a failure in a course where no numerical grade is assigned. This legend is not considered in the calculation of averages.

INC = Incomplete/Grade Used as a temporary grade that is granted to a student who has been unable to complete some part of the term work in a course and who has been granted additional time after the course end date to complete the missing course component (s). **A final grade must be submitted within six weeks of the end of term. If no grade is submitted in the six weeks after the term ends, the INC will be changed to zero.**

NGR = No Grade Report This legend is used as a mid-term grade for six-credit directed study or honours thesis courses where no formal evaluation has taken place in the first half of the course. It may not be used as a final grade.

F = Failure Indicates a course drop without a formal withdrawal. This legend is used when a student has registered for a course but has not submitted any course work and counts as a zero in the calculation of the student's average.

WF = Course Withdrawal - Failure Indicates a formal course withdrawal after the course penalty date. It counts as a zero in the calculation of the student's average.

WP = Course Withdrawal Without Penalty Indicates a formal course withdrawal on or before the course penalty date. The WP legend is not considered in the calculation of the student's average.

WS = Course Withdrawal in Special Circumstances Indicates withdrawal without penalty after the course penalty date due to

extenuating circumstances. The WS legend is not considered in the calculation of the student's average.

L'nui'sultimkeweyo'kom Mi'kmaq Language Lab

Stephanie Inglis, PhD, Director **(902)563-1201; Lab: (902)563-1197**

The Mi'kmaw Language Lab is the primary centre of research activity at Unama'ki College. The Lab has partnerships with numerous Mi'kmaw educational authorities as well as academic institutions and is engaged in several long term projects: Mi'kmaw pain words; the on-line talking Mi'kmaw dictionary as well as the on-line Mi'kmaw Language Center, known as JILAPTOQ www.jilaptoq.ca.

The Language Lab engages and mentors Mi'kmaw undergraduate student researchers who are interested in working on Mi'kmaw language projects. The Language Lab also attracts linguistic graduate students from other universities and academics from North America interested in linguistic work on Algonquian languages.

Master of Business Administration in Community Economic Development

Admission Requirements

To meet standard admission requirements for the MBA in CED, a Bachelor's Degree with a B average from a recognized university is required.

The application will be processed when all the following documents and fees have been received:

- a completed application form, with the non-refundable application fee
- official transcripts for all previous post-secondary study
- a resume detailing employment experience, skills, community involvement and interests
- a 500-800 word statement on desire to enter the program

- three reference letters, preferably including one professional and one academic reference, each accompanied by a completed reference form
- satisfactory scores on the GMAT or GRE
- satisfactory scores on the TOEFL/IELTS (for students whose native language is not English)
- satisfactory performance in an interview

Candidates who do not have an undergraduate degree, and show potential for success in graduate level study, may be admitted to the MBA in CED as non-traditional students. Extensive career and/or volunteer experience are expected. The candidates will be assessed individually in such areas as experience and performance in several education/training courses. Applicants must provide all documentation listed above and a 4-6-page essay outlining desire to enter the program.

Reference letters must be originals, sent directly by the referees. Only official transcripts sent by the Registrar of the issuing institution will be accepted. The Educational Testing Service must forward GMAT, GRE and TOEFL/IELTS score reports. Photocopies of any of these documents will not be accepted.

SEMESTER FORMAT DELIVERY

The semester format delivery follows the September – April academic year on campus in Sydney.

Deadline for application is May 31, for a September start.

MODULAR FORMAT DELIVERY

The modular format appeals to working adults. It includes short, on-site residencies followed by deliverables paced over a 12 week period. This residential program enables learners to take four to five classes each July in Sydney and thus complete all program coursework over three July residencies (26 months).

Deadline for application is March 31, for a July start.

Note: Students can combine the semester format and modular format delivery to complete the program in 12 months.

WEEKEND FORMAT DELIVERY (OFF CAMPUS)

Learners can opt to complete the program in 22 months by attending classes on alternate weekends in certain cities across Canada, including Edmonton and Saskatoon.

Cape Breton University Academic Calendar

Please contact mba@cbu.ca regarding application deadlines and venues.

SCHEDULES, TUITION AND FEES

Program schedules, tuition and fees for off-campus delivery will differ from the program offered on-site at Cape Breton University's Sydney campus. For more information about the Master of Business Administration in Community Economic Development program at different locations, please contact the Director at mba@cbu.ca, or (902) 563-1467.

ADVANCED STANDING

Requests from applicants to receive transfer credits for courses will be reviewed individually. Transcripts of courses, along with a detailed description of course content will be required.

Students can make a request to challenge course(s) and each request will be reviewed on its own merits.

Applicants can apply for advanced standing on the basis of career experience and training and each request is subject to a Prior Learning Assessment (PLA) review.

Please see the Shannon School of Business section for further program information.

Master of Education (Information Technology)

Admission Requirements

In addition to meeting the requirements in the general degree regulations, Faculty of Education, MUN, candidates must have successfully completed one of: a diploma or certificate in information technology from an accredited institution; CBU EDUC5132; MUN E2751 and MUN E3751; or equivalent, as determined by the program steering committee.

PRINCIPLES OF COMPUTING & IMPLICATIONS FOR INSTRUCTION

Credits: 6

Exclusions: Unavailable to students with credit for EDUC530.

A comprehensive overview of microcomputers and popular application software with respect to their use as educational tools. Topics include hardware and software basics, database, applications and management, word processing, spreadsheets, telecommunications and networking, multimedia and trends in computer technology. Assignments focus on educational application by teachers and students.

Please see the School of Professional Studies for further program information.

Master of Education (Information Technology)

This program was designed to facilitate the educational use of information technology in a wide variety of settings. The program will be of interest to educators at all levels, including K-12 teachers, school administrators, those in the post-secondary system, business and industry, as well as those in most other adult learning situations. While the co-operatively-offered degree may be awarded at convocation at either CBU or MUN, the degree is conferred by MUN.

Master of Education in Sustainability, Creativity and Innovation (Med Sci)

* ***This program is currently awaiting approval from MPHEC (July 11, 2017).***

The Master of Education in Sustainability, Creativity and Innovation (MEd SCI) addresses the needs of formal and non-formal educators, administrators, innovators, classroom teachers, and environmental, community, and sustainability leaders. The program utilizes the competencies for Education for Sustainable Development (ESD) as defined by the United Nations and emphasizes the significance of utilizing a holistic approach that enables the learner to envision change and engage in personal and professional transformation. Applying these sustainability principles with creativity and an entrepreneurial orientation contributes to well-being for all, sustainably.

The MEd SCI is a 30 credit graduate program that can be completed fully online. The program features two options: a thesis route and a non-thesis route.

- Thesis students complete five core graduate courses (3 credits each), two graduate electives (3 credits each), and a thesis (9 credits).
- Non-thesis students complete five core graduate courses (3 credits each), three graduate electives (3 credits each), and a project (6 credits).

To maintain satisfactory standing in the MEd (SCI), graduate students must achieve a passing grade of 70 in each course. Students who fail any course will receive notification from the Registrar's Office, (copied to the School Dean), that they have been placed on probation. A student who subsequently fails a second course, (including the same course twice), will be notified by the Registrar that they have been dismissed from the program; in progress courses will be dropped, (with WP entered on the transcript), and refund rules applied.

All academic decisions affecting students may be appealed to the CBU Appeals Committee; procedures as outlined in the Academic Calendar.

Master of Education in Sustainability, Creativity, and Innovation (MEd SCI)

Program Admission

Program admission requires students to have a minimum of an undergraduate degree with a 70% average. The application package includes an online letter of intent, an academic letter of recommendation and a professional letter of recommendation. In addition, all applicants need to complete the online general CBU application form. All post-secondary transcripts and reference letters to be sent to: Manager of Teacher Education at CBU.

For more information on this program, please see the School of Professional Studies.

Mathematics

Bachelor of Science – Three year

1. Core Courses - (non-math) (12 credits)

- 9 credits writing electives (approved BEng list)
- 3 credits of either PHIL2221 or PHIL2223

2. Mathematics - 36 credits

- 21 credits
  - MATH2301, MATH1105 (or MATH1203), MATH1206, MATH2101, MATH2303, MATH2208, and MATH2109
- 15 additional MATH credits with at least 12 credits at 3000 level or above (cannot use MATH1101, MATH1114, or MATH1215)

3. Other Science - 18 credits

- All from one science other than Mathematics BIOL, CHEM, ENGI, GEOL, NUTR, PHYS, or PSYC
- Economics and/or Business courses will be considered science for this section. Business courses should be chosen from (ACCT, FINC, MGMT, MGSC, MRKT)

OR

- 12 credits in one science (other than Mathematics) and 6 credits in another science (other than Mathematics).

4. Free Electives - (24 credits)

5. An average of 60% in courses in Math specialization in last two years of program.

6. An average of 55% over the entire 90-credit program.

7. Computer proficiency must be shown using MATH1116.

Bachelor of Science – Four year Major

1. Core Courses - (non-math) (12 credits)

- 9 credits writing electives (approved BEng list)
- 3 credits of either PHIL2221 or PHIL2223

2. Mathematics Major - 54 credits

- 24 credits
  - MATH2301, MATH1105 (or MATH1203), MATH1206, MATH2101, MATH2303, MATH2106, MATH2208, and MATH2109

- 30 additional MATH credits of which at least 24 credits must be at 3000 level or above with at least 9 credits at the 4000 level (cannot use MATH1101, MATH1114, MATH1216 or MATH1215).

3. Area of Minor - 18 credits

- All from one science other than Mathematics (BIOL, CHEM, ENGI, GEOL, NUTR, PHYS, or PSYC)
- 12 credits in one science other than Mathematics (BIOL, CHEM, ENGI, GEOL, NUTR, PHYS, or PSYC) and 6 credits in another science (other than Mathematics). May be Economics or Business.
- Economics and/or Business will be considered science for this section.

4. Science Electives - 12 credits

5. Free Electives - 24 credits

6. An average of 65% in courses in Math major in last three years of program.

7. An average of 60% over the entire 120-credit program.

8. Computer proficiency must be shown using MATH1116.

Bachelor of Science – Four year Major with Honours

1. Core Courses - 12 credits

- 9 credits writing electives (approved BEng list)
- 3 credits of either PHIL2221 or PHIL2223

2. Mathematics Major - 54 credits

- 6 credits - MATH4900
- 24 credits
  - MATH2301, MATH1105 (or MATH1203), MATH1206, MATH2101, MATH2303, MATH2106, MATH2208, and MATH2109.
- 24 additional MATH credits of which at least 18 credits must be at 3000 level or above with at least 6 credits at the 4000 level not including MATH4900. (cannot use MATH1101, MATH1114, MATH1216 or MATH1215).

3. Area of Minor - 18 credits

- All from one science other than Mathematics (BIOL, CHEM, ENGI, GEOL, NUTR, PHYS, or PSYC)
- Economics and/or Business courses will be considered science for this section.

OR

- 12 credits in one science (other than Mathematics) and 6 credits in another science (other than Mathematics). May be Economics or Business.

4. Science Electives - 12 credits

5. Free Electives - 24 credits

6. An average of 75% in courses in Math major in last three years of program.

7. An average of 70% over the entire 120-credit program.

8. Computer proficiency must be shown using MATH1116.

Bachelor of Science – Four year Double Major with Mathematics as First Major

1. Core Courses - 12 credits

- 9 credits writing electives (approved BEng list)

- 3 credits either PHIL2221 or PHIL2223

2. Area of First Major - 54 credits

- 24 credits
  MATH: MATH2301, MATH1105 (or MATH1203), MATH1206, MATH2101, MATH2303, MATH210 6, MATH2208, and MATH2109.
- 30 additional MATH credits of which at least 24 credits must be at 3000 level or above with at least 9 credits at the 4000 level (cannot use MATH1101, MATH1114, MATH1216 or MATH1215).

3. Area of Second Major - 36 credits.

- At least 9 credits must be above 2000 level with at least 3 credits at the 4000 level.
- All from one science other than Mathematics. May be Economics or Business.
- The requirements for a second major in Mathematics are the same as those for the Mathematics requirements in the 3-year degree.

4. Science Electives - 6 credits

5. Free Electives - 12 credits

6. An average of 65% in courses in area of first major in last three years of program.

7. An average of 60% in courses in area of second major in last three years of program

8. An average of 60% over the entire 120 credit program.

9. Computer proficiency must be shown using MATH1116.

A degree with honours in the area of the first major and major in the area of the second major may be awarded where the additional requirements for the 4-year BSc degree with honours have been met.

List of Writing Electives approved for use in the Core BSc Mathematics (all options).

List of SASS Writing Electives for B.Sc. (Math) students

This list includes 1000 and 2000 level SASS courses with no pre-requisites that include a minimum of 15 pages of substantive formal writing assignments in which writing proficiency is included in the evaluation criteria. Many 3000 and 4000 level SASS courses are also suitable but not listed given that few B.Sc. students will have the pre-requisites to take them.

NOTE: Students are required to take 3 credits from ENGL 1104/1106/1107/1108/1109, 3 credits from PHIL 2221/2223 and 6 additional credits from this list (which may include additional courses from ENGL and PHIL).

CBU/ Dalhousie University Writing Elective Guidelines

*This list is subject to change and was most recently revised October 23, 2020.

The following courses are acceptable for the BEng/ BSC/ BET writing electives:

- **COMM 1103**: Introduction to Interpersonal Communication
- **COMM 2101**: Research Concepts
- **COMM 2175**: Issues in Media Studies
- **DRAM 2101**: Introduction to Acting
- **ENGL 1104**: Reading and Writing about Industry and the Economy
- **ENGL 1106**: Introduction to Literature: Literary Prose
- **ENGL 1107**: Reading and Writing about Media and Culture
- **ENGL 1108**: Introduction to Literature: Poetry and Drama
- **ENGL 1109**: Reading and Writing about Science
- **ENGL 2604**: Film Form and Style
- **ENGL 2605**: Film Genre and Authorship
- **FOLK 2101**: Cultural Heritage of Cape Breton
- **FOLK 2109**: Material Culture
- **FOLK 2401**: Folk Literature
- **FOLK 2406**: Vernacular Architecture
- **GWST/HIST/RELS 2193**: Women in Eastern Religious Tradition
- **HIST 1101**: The Ascent of Humankind I
- **HIST 1103**: The Ascent of Humankind II
- **HIST/COMM 2116**: History Goes to the Movies
- **HIST 2117**: America: Freedom and Empire
- **HIST 2133**: The History Workshop
- **MIKM 2106**: Indigenous Musics: North America

- **MIKM 3127**: Early L'nu History
- **MUSI 1101**: Experiencing Music
- **MUSI 2101**: Music and Culture
- **MUSI 2106**: Introducing Dance
- **PHIL/RELS 2109**: The Existence of God
- **PHIL 2115**: Ethics and the Law
- **PHIL 2221**: Science and Society
- **PHIL 2223**: Technology and Society
- **POLS 1101**: Politics, Law and Social Justice: Canadian Perspectives
- **POLS 1103**: Politics, Law and Social Justice: International Perspectives
- **POLS 2117**: Children's Rights
- **RELS 2143**: Religion and Popular Culture
- **RELS 2191**: Women in Western Religious Tradition

If a student wishes to take a course that is not on the above list, they must receive approval from the Chair of their Program .

Note that COMM 1105 and first year PHIL courses no longer count as writing electives.

Mathematics

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Please note, for Mathematics, a maximum of 12 credits are allowed at 1000 level in the subject field. Students completing a Minor, Concentration or Major in Mathematics may not use the following courses for credit in those areas of concentration: MATH-0101, MATH-1107, MATH-1114, MATH-1208, MATH-1215, MATH-2104 and MATH-2205. Listed below are special or additional requirements that must also be met by students in Mathematics programs.

THREE-YEAR GENERAL DEGREE

Students in the three-year BA can specialize by acquiring 30 credits in Mathematics. Students must take MATH-1105, MATH-1206, MATH-1204, twelve credits in Mathematics at the 3000 level or above and nine additional credits in Mathematics.

BA Concentration (30 Credits)

- MATH-1206, MATH-2301
- A minimum of 12 credits at 3000 or 4000 level.

BA/BACS Minor (24 Credits)

- MATH-1206, MATH-2301
- A minimum of 6 credits at 3000 or 4000 level

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

BA or BACS Major (48 Credits)

- MATH-1116, MATH-1206, MATH-2101, MATH-2106, MATH-2109, MATH-2301
- A minimum of 24 credits at 3000 or 4000 level, of which at least 9 credits are at 4000 level.
- MATH-1109 and MATH-1216 cannot be used

BA or BACS Double Major

- MATH-1116, MATH-1206, MATH-2101, MATH-2106, MATH-2109, MATH-2301
- A minimum of 18 credits at 3000 or 4000 level, of which at least 6 credits are at 4000 level.
- MATH-1109 and MATH-1216 cannot be used

Multidisciplinary BA or BACS:

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Mathematics as one of the subjects in the Multidisciplinary BA or BACS should consult with the Department Chair.

Limitations: None of MATH0101, MATH-1114, MATH-1215 (formerly 151), MATH-1107, MATH-1208, MATH-2104, MATH-2205 may be used to satisfy any of the subject requirements listed above.

MBA PREPARATION

Partnerships

In Alberta, Cape Breton University has an Agreement with Northern Alberta Institute of Technology (NAIT), to offer the MBA in CED on NAIT'S main campus.

In Alberta, this program is offered pursuant to the written approval of the Minister of Advanced Education and Technology effective September 1, 2011, having undergone a quality assessment process and been found to meet the criteria established by the Minister. Nevertheless, prospective students are responsible for satisfying themselves that the program and the degree will be appropriate to their needs (for example, acceptable to potential employers, professional licensing bodies or other educational institutions).

In Ontario, Cape Breton University has an Agreement with Centennial College and St Lawrence College to offer the program in their respective Toronto and Kingston campuses. This program is offered in Ontario under the written consent of the Minister of Advanced Education and Skills Development effective May 7, 2014. Prospective students are responsible for satisfying themselves that the program and the degree will be appropriate to their needs.

In Saskatchewan, Cape Breton University has an agreement with Great Plains College to offer the MBA in CED on their Saskatoon-Warman campus.

In Manitoba, Cape Breton University has an agreement with Assiniboine Community College to deliver the MBA in CED on their Brandon campus.

Cape Breton University has partnerships with certain colleges that offer pertinent Pre-Master's programs and prepare international students to apply for admission to the MBA in CED, such as ICEAP (International Centre for English Academic Preparation).

Mi'kmaq Studies

Students must consult the BA and BACS degree regulations that form *minimum requirements* for the relevant programs in all subjects. Listed below are *special or additional requirements* that must also be met by students in Mi'kmaq Studies programs.

BA Concentration (30 credits Mi'kmaq Studies)

- MIKM-1161 Intro to Indigenous Studies
- MIKM-2121 Intro to L'nu Studies

BACS Academic Field (24 Credits)

- MIKM-1161 Intro to Indigenous Studies
- MIKM-2121 Intro to L'nu Studies

BA/BACS Minor (24 credits Mi'kmaq Studies)

- MIKM-1161 Intro to Indigenous Studies
- MIKM-2121 Intro to L'nu Studies

BA or BACS Major (48 credits Mi'kmaq Studies)

- MIKM-1161 Intro to Indigenous Studies
- MIKM-2121 Intro to L'nu Studies
- 6 credits in Governance/History courses
- 6 credits in Language/Culture courses

BA or BACS Double Major: First Major Mi'kmaq Studies (36 credits)

- MIKM-1161 Intro to Indigenous Studies
- MIKM-2121 Intro to L'nu Studies
- 6 credits in Governance/History courses
- 6 credits in Language/Culture courses

Multidisciplinary BA or BACS (with Mi'kmaq Studies)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Mi'kmaq Studies as one of the subjects for a Multidisciplinary BA or BACS should consult with the Department Chair.

MI'KMAQ STUDIES COURSES as teachables for the B.Ed.

Mi'kmaq Studies courses are recognized as a teachable for application to Nova Scotia B.Ed. Programs.

Mi'kmaw Governance/History Courses	**Mi'kmaw Language/Culture Courses**
MIKM-2222 Ethnicity, "Race," & Nationalism (6 cr)	MIKM-1101 Convers. Mi'kmaq Beginners I (3 cr)
MIKM-3108 Confronting Cdn Colonialism (3 cred)	MIKM-1103 Convers. Mi'kmaq Beginner's II (3 cr)

cross-list POLS 3108	
MIKM-3110 Self and Other: Encounters, Traditions & Transformation (6 cred.) This is cross-listed FROM AN/S-3210	MIKM-1145 Intro to Linguistics (3 cr)
MIKM-3125 L'nu Treaty Rights	MIKM-2101 Convers Mikm Intermediate I (3 cr)
MIKM-3126 Traditional L'nu Governance	MIKM-2103 Convers Mikm Intermediate II (3 cr)
MIKM-3127 Early L'nu History	MIKM-2106 Indigenous Musics of North America (3 cr)
MIKM-3128 Post Colonial L'nu History	MIKM-2114 Mi'kmaq for Speakers: Literacy I (3 cr)
MIKM-3320 Race Relations in North America (6 cr) (HIST cross-listed to MIKM)	MIKM-2215 Mi'kmaq for Speakers: Literacy II (3 cr)
MIKM-4100 Contemporary Mi'kmaq Issues (6 cr)	MIKM-2410 Mi'kmaq Spirituality (6 cr)
	MIKM-3101 Convers Mi'kmaq Adv I (3 cr)
	MIKM-3103 Convers Mi'kmaq Adv II (3 cr)
	MIKM-3141 Mi'kmaq Lexicology: Theory (3 cr)
	MIKM-3143 Mi'kmaq Lexicology: Applied (3 cr)
	MIKM-3245 Language Contact, Change, Death & Revitalization (3 cr)
	MIKM3313 Mi'kmaq Nouns and Verbs (3 cr)
	MIKM-3314 Mi'kmaq Verbs: Advanced (3 cr)
	MIKM-4107 Indig Persp: Health & Healing (3 cr)

Special Topics Courses may be assigned to either category depending on the content of the course.

Mi'kmaq Studies

1. BA/BACS: Concentration, Major and/or Minor (Mi'kmaq Studies)
2. Electives: BA/BACS/BBA (Mi'kmaq Studies)
3. BScCS: Concentration (Integrated Science/Toqwa'tu'kl Kjijitaqnn)
4. Electives: (MSIT)
5. Mi'kmaq Studies as teachables for the BEd

MI'KMAQ STUDIES COURSES ASTEACHABLES FOR THE BEd

MI'KMAQ STUDIES courses are recognized as a teachable for application to Nova Scotia BEd Programs.

NOTE:
For purposes other than the BScCS Toqwa'tu'kl
Kjijitaqnn, MSIT1101, MSIT1103, MSIT2101, MSIT2103, MSIT3101, MSIT3103, MSIT4101 and MSIT4103 have been designated as science;

THREE YEAR BA/BACS, CONCENTRATION in MI'KMAQ STUDIES

The three-year BA/BACS, concentration in Mi'kmaq Studies, requires completion of 15 courses (90 credits).

BA	BACS
5 core courses (30 credits)	4 core courses (24 credits)
5 electives (30 credits) any discipline	3 electives (18 credits) any discipline
5 courses (30 credits) in MI'KMAQ STUDIES	4 courses (24 credits) Career
	4 courses (24 credits) in MI'KMAQ STUDIES
(See following departmental requirements.)	(See following departmental requirements.)

CONCENTRATION IN MI'KMAQ STUDIES

MIKM1100 (6 credits)	Compulsory
MIKM1102 (6 credits)	Compulsory BA, Optional BACS
(6 credits) of MI'kmaq Studies at the 2000/3000 level*	Choice from language/culture
(6 credits) of Mi'kmaq Studies at the 3000/4000 level*	Choice from governance/history
MIKM4100 (6 credits)	Compulsory

*Students may not take 3000/4000 level courses without completing six credits at the 1000/2000 level.

4-Year BA/BACS, MAJOR in MI'KMAQ STUDIES

There are three Major programs available within the BA/BACS degrees: Major/Minor; Double Major; Area Major. Students who wish to pursue any of the three BA/BACS Majors in Mi'kmaq Studies must choose between two streams of study:

I. MI'KMAW LANGUAGE AND CULTURE

II. MI'KMAW GOVERNANCE

Students may enter the major program when they begin the BA/BACS program or they may begin in the three-year program and apply to enter the major program at a later date. The following regulations apply to students seeking admission to the BA/BACS Major in Mi'kmaq Studies:

- A student in good academic standing who has achieved an average of at least 60% is eligible for admission to the BA/BACS Major in Mi'kmaq Studies. Students who opt for the four-year degree, from the beginning of their program, must maintain a 60% average to remain in the program.
- An average of 65% in years three and four are required to earn a BA/BACS Major in Mi'kmaq Studies
- A minimum average of 65% is required in the Mi'kmaq Studies courses offered towards the major.

BA/BACS MAJOR in MI'KMAQ STUDIES / MINOR IN RELATED SUBJECT

Core courses: BA/BACS five courses (30 credits)

Electives, any discipline: BA four courses (24 credits), BACS three or four courses (24/30 credits)

MINOR, any discipline: BA three courses (18 credits), BACS three or four (24/30 credits)

Directed studies/ thesis option: BA (6 credits) MIKM4800 OR MIKM4900, BACS COMS4100

MAJOR: MI'KMAQ STUDIES BA

seven courses (42 credits), BACS seven or eight courses (42 or 48 credits)

(See the following departmental requirements.)

MAJOR in MI'KMAW GOVERNANCE with a MINOR

MIKM1100	(6 credits)	Compulsory
MIKM1102	(6 credits)	Compulsory
MIKM2220	(6 credits)	Compulsory
MIKM3120*	(6 credits)	Compulsory
MIKM BA 12 credits, BACS 18 credits:		Choice 3000/4000* level: must be from government / history
MIKM BA/BACS 6 credits:		Choice 3000 / 4000* level: must be from the language / culture

*Students may not take 3000/4000 level courses without completing 12 credits at the 1000/2000 level.

MAJOR in MI'KMAW LANGUAGE & CULTURE with a MINOR

MIKM1100	(6 credits)	Compulsory
MIKM1102	(6 credits)	Compulsory
MIKM2113/MIKM2213 and MIKM2114/MIKM2215	(12 credits)	Compulsory

MIKM3140* and MIKM3141/MIKM3143* (12 credits) Compulsory

MIKM4800* or MIKM4900* (6 credits) directed studies/thesis option Compulsory

MIKM BA 6 credits, BACS MIKM 6 or 12 credits Choice from 3000/4000* level courses

*Students may not take 3000/4000 level courses without completing 12 credits at the 1000/2000 level.

BA/BACS Double Major: FIRST MAJOR in MI'KMAQ STUDIES/SECOND MAJOR in related subject

Core courses: BA/BACS five courses (30 credits)

Electives, any discipline: BA four courses (24 credits), BACS three or four courses (24/30 credits)

MINOR, any discipline: BA three courses (18 credits), BACS three or four courses (24/30 credits)

Directed studies/ thesis option: BA (6 credits) MIKM4800 OR MIKM4900, BACS (6 credits) COMS4100

SECOND MAJOR: BA four courses (24 credits), BACS four or five courses (24 or 30 credits)

FIRST MAJOR: MI'KMAQ STUDIES: BA seven courses (42 credits), BACS seven or eight courses (42 or 48 credits)

(See following departmental requirements.)

DOUBLE MAJOR with 1st MAJOR: MI'KMAW GOVERNANCE

BA/BACS

MIKM1100	(6 credits)	Compulsory
MIKM1102	(6 credits)	Compulsory
MIKM2220	(6 credits)	Compulsory
MIKM3120*	(6 credits)	Compulsory
MIKM4100*	(6 credits)	Compulsory
MIKM	(6 credits)	Choice MIKM2101/MIKM2103 or MIKM2114/MIKM2215
MIKM	(6 credits)	Choice any 2000/3000*/4000* level course

BACS

MIKM	(6 credits)	Choice any 2000/3000*/4000* level course

DOUBLE MAJOR with 1st MAJOR: MI'KMAW LANGUAGE & CULTURE

BA/BACS

MIKM1100	(6 credits)	Compulsory
MIKM1102	(6 credits)	Compulsory
MIKM3000*	(6 credits)	Choice (MIKM3630* + 3 credits) is recommended
MIKM3140*	(6 credits)	Compulsory
MIKM4140*	(6 credits)	Compulsory
MIKM4100*	(6 credits)	Compulsory

BACS

MIKM	(6 credits)	Choice any 2000/3000*/4000* level course

*Students may not take 3000/4000 level courses without completing 12 credits at the 1000/2000 level.

BA/BACS Area Major MI'KMAQ STUDIES

The three area majors are generally chosen from three closely related disciplines.

Core courses: BA/BACS five courses (30 credits)

Electives, any discipline: BA four courses (24 credits), BACS two courses (12 credits)

Directed studies/ thesis option: BA (6 credits) MIKM4800 OR MIKM4900*, BACS COMS4100

Third Major: BA three courses (18 credits), BACS four courses (24 credits)

Second Major: BA/BACS four courses (24 credits)

First Major: MI'KMAQ STUDIES>First Major: MI'KMAQ STUDIES: BA/BACS four courses (24 credits)

See following departmental requirements.

AREA MAJOR with FIRST MAJOR: MI'KMAW GOVERNANCE

BA/BACS

MIKM1100	(6 credits)	Compulsory
MIKM2220	(6 credits)	Compulsory
MIKM3120*	(6 credits)	Compulsory
MIKM4500*	(6 credits)	Compulsory

AREA MAJOR with FIRST MAJOR: MI'KMAW LANGUAGE & CULTURE

BA/BACS

MIKM1100	(6 credits)	Compulsory
MIKM1102	(6 credits)	Compulsory

MIKM3140* (6 credits) Choice (MIKM3630* + 3 credits) is recommended

MIKM4140* (6 credits) Compulsory

MIKM4100* (6 credits) Compulsory

BACS

MIKM (6 credits) Choice any 2000/3000*/4000* level course

*Students may not take 3000/4000 level courses without completing 12 credits at the 1000/2000 level.

Four Year BA, MINOR in MI'KMAQ STUDIES

A minor in Mi'kmaq Studies is an excellent option to consider if students are pursuing one of the following Majors: Political Science, Anthropology, Sociology, Communication or Folklore.

A minor in MI'KMAQ STUDIES is made up of 18 credits in Mi'kmaq Studies.

6 credits MIKM1100 Compulsory

6 credits MIKM2120, MIKM2220, MIKM3120*, MIKM2222* Choice (Mi'kmaw governance)

6 credits MIKM1102; MIKM2110 or MIKM2114; MIKM3140*; MIKM3245*; MIKM3141* or MIKM3145* Choice (Mi'kmaw language & culture)

*Students may not take 3000/4000 level courses without completing 12 credits at the 1000/2000 level

ELECTIVES in MI'KMAQ STUDIES

Mi'kmaq Studies courses may be used as electives within the, BA, BACS and BBA and as free electives in the BSc degrees as well as part of the BEng transfer program (writing courses only).

Mi'kmaq Resource Centre (MRC)

Diane Chisholm, BA, Coordinator (902)563-1660

The Mi'kmaq Resource Centre is a repository of documents related to Mi'kmaq history, culture and language. The Centre houses books, doctoral theses, articles, reports, pamphlets and academic papers,

as well as video and audio materials. The MRC's holdings also include the now defunct Mic Mac News, publications of the Royal Commission on Aboriginal Peoples, an extensive array of materials on Donald Marshall Jr.'s experiences in the justice system and papers related to Aboriginal issues donated by private sources.

The MRC has a small, though select, collection of items representing Mi'kmaq material culture over the past hundred years: examples of quill and beadwork, crooked knives, the waltes game, items from the early 20th century tourist trade, and a variety of baskets. Additionally, the Centre has a display of stone artifacts and projectile points on loan from the Nova Scotia Museum. Our oval room may be used by groups to give presentations or show videos related to Mi'kmaq culture.

The Mi'kmaq Resource Centre welcomes students, educators, researchers and anyone with an interest in Mi'kmaki to use our facilities and extensive collection of materials. Research assistance is available.

The Mi'kmaq Resource Centre is located in the Beaton Institute in room CE 268.

Music

Students must consult the BA and BACS degree regulations that form *minimum requirements* for the relevant programs in all subjects. Listed below are *special or additional requirements* that must also be met by students in Music and Ethnomusicology programs.

PLEASE NOTE: Students wishing to Major must do so in the BACS Music Major. Music is unique at CBU in that **it is the only Major program offered only through the BACS degree**.

BA Concentration in Ethnomusicology (30 credits in Ethnomusicology)

- MUSI-1101
- MUSI-2101
- MUSI-3101

BA/BACS Minor in Ethnomusicology (24 credits in Ethnomusicology)

- MUSI-1101
- MUSI-2101
- MUSI-3101

BA/BACS Multidisciplinary Degree (with Music)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Music as one of the subjects in the Multidisciplinary degree should consult with the Department Chair.

- MUSI-1101
- MUSI-2101
- MUSI-3101

4-Year BACS Music Major (120 credits)

- 30 credits of the core Community Studies courses
- 48 credits in music (15 compulsory credits, minimum of 24 credits at the 3000 / 4000 level with at least *9 credits of 24 at the 4000 level)
- 24 credits Minor subject (Students may minor in Business. Regarding the choice of a Minor subject, consultation with a Music faculty advisor is required.)
- 18 credits Electives
- *Students may be permitted to count COMS-4100 towards their 4000-level count, if given prior approval by the Chair of the program, students must still complete 48 credits of MUSI.

BACS Core Community Studies courses (30 credits):

- COMS-1100: Introduction to Community Studies (6 credits)
- COMS-2100: Applied Research (6 credits)
- COMS-3100: Community Intervention (6 credits)
- COMS-2101 and COMS-3101 Community Volunteer Work Placements (3 credits each) (music related placements)
- COMS-4100: Self-Directed Senior Project (music related) (6 credits)

Music Courses (48 credits):

- 9 credits of Music Theory, including MUSI-1101 (Theory courses listed below**)
- 6 credits Ethnomusicology/Music & Culture courses: MUSI-2101 Music & Culture (3credits); MUSI-3101 Musics of the World (3credits)
- 33 credits Music electives (minimum 12 credits at the 3000 or 4000 level)

**** Music Theory Courses:**

MUSI-1101: Experiencing Music

MUSI-2603: Theory: Trad Scales and Modes

MUSI-3605: Music Theory for Popular Song

MUSI-4605: Advanced Music Theory & Analysis

Performance Course Limits:

In any music program (e.g., major, minor, concentration, academic field, or certificate), performance and applied courses cannot exceed one third (33%) of the total number of music credits required. For example, in a music major consisting of 48 credits, a maximum of 15 credits in applied or ensemble courses can be taken. For the purposes of this regulation, courses with more than a 30% applied component will be deemed to be an applied or performance course.

Rounding up or down: Round down if a third of credits is 1 credit more than a multiple of 3 and round up if a third of credits is 2 credits more than a multiple of 3. For example, one third of 48 credits (the number of credits required for a major) is 16 credits, 1 more credit than a multiple of 3 (15). In this case, round down: the maximum number of performance or applied credits that a student can take in a music major is 15. By contrast, one third of 24 credits (the number of credits required for a minor) is 8 credits, 2 more than a multiple of 3 (6). In this case, round up: the maximum number of performance or applied credits that a student can take in a music minor is 9.

The current list of applied/performance courses are: MUSI 2911: Cape Breton Fiddle Music, MUSI 2913: Fiddle Music for Dancing, MUSI 2915: Cape Breton Fiddle Styles, MUSI 2917: Cape Breton Fiddle Composers, and ensemble courses, including MUSI 2153/3153: Vocal Ensemble and MUSI 2411/3411: Popular Music Ensemble

Notification of Disclosure of Personal Information to Statistics Canada and the Maritime Provinces Higher Education Commission

STATISTICS CANADA

Statistics Canada is the national statistical agency. As such, Statistics Canada carries out hundreds of surveys each year on a wide range of matters, including education.

It is essential to be able to follow students across time and institutions to understand, for example, the factors affecting enrolment demand at post-secondary institutions. The increased emphasis on accountability for public investment means that it is also important to understand outcomes. In order to conduct such studies, Statistics Canada asks all colleges and universities to provide data on students and graduates. Institutions collect and provide to Statistics Canada, student identification information (student's name, student ID number, Social Insurance Number), student contact information (address

and telephone number), student demographic characteristics, enrolment information, previous education and labour force activity.

The federal Statistics Act provides the legal authority for Statistics Canada to obtain access to personal information held by educational institutions. The information may be used for statistical purposes only and the confidentiality provisions of the Statistics Act prevent the information from being released in any way that would identify a student.

Students who do not wish to have their information used can ask Statistics Canada to remove their identifying information from the national database. On request by a student, Statistics Canada will delete an individual's contact information (name, address, or other personal identifiers) from the PSIS database. To make such a request, please contact Statistics Canada:

Mail

Institutional Surveys Section

Centre for Education Statistics

Statistics, Canada

100 Tunney's Pasture Driveway

R.H. Coats Building, Floor 13 G

Ottawa, ON K1A 0T6

E-mail

statcsn.PSIS-SIEP.statcan@canada.ca

Further details on the use of the information collected by Statistics Canada can be obtained from the Statistics Canada Web Site.

Maritime Provinces Higher Education Commission

The MPHEC collects the data described above on behalf of Statistics Canada. In addition, it archives these data and uses them to generate basic statistics, research products, as well as the sampling frame for its graduate survey. These activities support its mandate, which is to assist institutions and governments in enhancing the post-secondary learning environment. The legal authority for these activities is provided by the Maritime Provinces Higher Education Commission Act. The act also requires that all data received by the Commission is kept confidential and ensures the protection of personal

information. More information about the MPHEC and its Standard for Maintaining Confidentiality may be found at www.mphec.ca.

Regarding those students who do not wish to have their information used. Statistics Canada will notify the MPHEC of any student choosing to have their personal information removed from the national database, and their information will be subsequently be removed from the MPHEC's database.

Nutrition Health Minor

Students will find this opportunity of interest as it encompasses nutrition and other health aspects, knowledge of which may be critical for employment in various health related fields. While students may choose a BACS SPAL major/Nutrition health minor, this minor may also be coupled with any other major at CBU.

Requirements - 24 credits

a) NUTR1101, NUTR2104*, NUTR2105, NUTR3701

b) any 12 credits of the following: (FOLK2407, AN/S2205, HATM1501, PUBH2106, PUBH3101, PUBH4104**, BIOL1103, BIOL3103 or any additional courses pre-approved by the Dean of Professional Studies as applicable to this area of study) of which **at least 3 of these credits must be at the 3000 or 4000 level**

*Please note that there are prerequisites for this course: BIOL1101, CHEM1104, CHEM1105 that may be taken as electives

**Please note that there is a prerequisite for this course: MICR2101 that may be taken as an elective

It is highly recommended, but not required, that students have taken grade 12 chemistry and biology. Students without grade 12 Chemistry must take 3 credits of a university mathematics course.

OBTAINING A SECOND DEGREE FROM CBU

Requirements for Earning a Second Cape Breton University Undergraduate Degree

(Effective Date: This policy would be in effect for any student intending to graduate AT or AFTER the Spring 2014 Convocation.)

Official Statement

Cape Breton University produces its academic calendar in an online version. While the print and online versions are considered accurate at the time of production, the information in the calendar is under continuous review. CBU reserves the right to make such amendments and additions as deemed appropriate.

As it readily allows for updates, the online academic calendar is the most current version. Where discrepancies exist between print and online versions, the online version shall be considered CBU's official statement. For up-to-date online program and course information, admissions and academic regulations and more, go to www.cbu.ca and click on Academic Calendar in the links at the bottom of the page. For a list of important dates got to www.cbu.ca and click on Important Dates in the links at the bottom of the page.

Options in the Program -MBA

Students pursuing an MBA in CED can specialize in any of the designated options listed below by:

- Completing their two elective courses within a designated option, and
- Incorporating their specialization topic into their Applied Research Project.

First Nations Option

MBAC6209 Land Claims, Self-government and Community Economic Development
MBAC6211 Dynamics of CED in Urban and Rural First Nations

International Business Option

MBAC6226 International Finance
MBAC6228 International Marketing

Marketing Option (2 Courses)

MBAC6231 Marketing Strategy
MBAC6228 International Marketing
MBAC6229 Sustainability Marketing
MBAC6205 Cultural Tourism Marketing

Peacebuilding, Reconstruction and Good Governance Option

MBAC6215 Emergency Management
MBAC6217 Conflict Resolution and Community Reconstruction

Public Administration Option

MBAC6221 Public Policy
MBAC6223 Government, Business and Third Sector Relations

Strategic Leadership Option

MBAC6214 Social Entrepreneurship

MBAC6219 Social Dynamics of Leadership
MBAC6233 Change Management and Governance

Sustainability Option

MBAC6227 Environment, Energy, & the Economy: Strategies for Sustainable Futures MBAC6229 Sustainability Marketing

Tourism Option

MBAC6206 Tourism Management & Planning
MBAC6205 Cultural Tourism Marketing

Options in the Program -MBA

Students pursuing an MBA in CED can specialize in any of the designated options listed below by:

- Completing their two elective courses within a designated option, and

- Incorporating their specialization topic into their Applied Research Project.

First Nations Option

MBAC6209 Land Claims, Self-government and Community Economic Development
MBAC6211 Dynamics of CED in Urban and Rural First Nations

International Business Option

MBAC6226 International Finance
MBAC6228 International Marketing

Marketing Option (2 Courses)

MBAC6231 Marketing Strategy
MBAC6228 International Marketing
MBAC6229 Sustainability Marketing
MBAC6205 Cultural Tourism Marketing

Peacebuilding, Reconstruction and Good Governance Option

MBAC6215 Emergency Management
MBAC6217 Conflict Resolution and Community Reconstruction

Public Administration Option

MBAC6221 Public Policy
MBAC6223 Government, Business and Third Sector Relations

Strategic Leadership Option

MBAC6214 Social Entrepreneurship

MBAC6219 Social Dynamics of Leadership
MBAC6233 Change Management and Governance

Sustainability Option

MBAC6227 Environment, Energy, & the Economy: Strategies for Sustainable Futures MBAC6229 Sustainability Marketing

Tourism Option

MBAC6206 Tourism Management & Planning
MBAC6205 Cultural Tourism Marketing

Options in the Program -MBA

Cape Breton University Academic Calendar

Students pursuing an MBA in CED can specialize in any of the designated options listed below by:

- Completing their two elective courses within a designated option, and
- Incorporating their specialization topic into their Applied Research Project.

First Nations Option

MBAC6209 Land Claims, Self-government and Community Economic Development
MBAC6211 Dynamics of CED in Urban and Rural First Nations

International Business Option

MBAC6226 International Finance
MBAC6228 International Marketing

Marketing Option (2 Courses)

MBAC6231 Marketing Strategy
MBAC6228 International Marketing
MBAC6229 Sustainability Marketing
MBAC6205 Cultural Tourism Marketing

Peacebuilding, Reconstruction and Good Governance Option

MBAC6215 Emergency Management
MBAC6217 Conflict Resolution and Community Reconstruction

Public Administration Option

MBAC6221 Public Policy
MBAC6223 Government, Business and Third Sector Relations

Strategic Leadership Option

MBAC6214 Social Entrepreneurship

MBAC6219 Social Dynamics of Leadership
MBAC6233 Change Management and Governance

Sustainability Option

MBAC6227 Environment, Energy, & the Economy: Strategies for Sustainable Futures MBAC6229 Sustainability Marketing

Tourism Option

MBAC6206 Tourism Management & Planning
MBAC6205 Cultural Tourism Marketing

6.3 Other unethical behaviour

CBU recognizes the existence of, and potential for, a range of other unethical behaviour. Other unethical behaviour is itself divided further into two categories. The university retains the right to evaluate other unethical behaviours not specifically mentioned here and assess appropriate consequences. If appropriate, some offenses may also be considered under Cape Breton University's "Code of Conduct for Non-Academic Infractions."

6.3.1 Offenses against other students

Students breach academic integrity when they intentionally impede the ability of other students to conduct their academic work.

Students may not deface, destroy or otherwise compromise the academic products of other students.

Students may not unduly interfere with other students' ability to access course materials, resources, or equipment or access other students' course work without the knowledge or consent of the student.

6.3.2 Offenses against the university

Students breach academic integrity when they intentionally compromise the valid and legitimate functions of academic supports and services.

Students may not fabricate credentials, nor may they make unauthorized alterations to academic documents or records.

PARTNERSHIPS - MBA

In Alberta, Cape Breton University has an Agreement with Northern Alberta Institute of Technology (NAIT), to offer the MBA in CED on NAIT'S main campus.

In Alberta, this program is offered pursuant to the written approval of the Minister of Advanced Education and Technology effective September 1, 2011, having undergone a quality assessment process

and been found to meet the criteria established by the Minister. Nevertheless, prospective students are responsible for satisfying themselves that the program and the degree will be appropriate to their needs (for example, acceptable to potential employers, professional licensing bodies or other educational institutions).

In Saskatchewan, Cape Breton University has an agreement with Great Plains College to offer the MBA in CED on their Saskatoon-Warman campus.

Cape Breton University has partnerships with certain colleges that offer pertinent Pre-Master's programs and prepare international students to apply for admission to the MBA in CED, such as ICEAP (International Centre for English Academic Preparation) and Dorset College.

Philosophy

Students must consult the BA and BACS degree regulations that form *minimum requirements* for the relevant programs in all subjects. Listed below are *special or additional requirements* that must also be met by students in Philosophy programs.

BA Concentration (30 credits in Philosophy)

- PHIL-1103 OR PHIL-3116

BA/BACS Minor (24 Credits in Philosophy)

- PHIL-1103 OR PHIL-3116

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

BA or BACS Major: 48 credits in Philosophy

- PHIL-3116

- 9 credits in Philosophy at the 4000 level.

BA or BACS Double Major (36 credits in Philosophy)

- PHIL-1103 OR PHIL-3116

Multidisciplinary BA or BACS (with Philosophy)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Philosophy as one of the subjects in the Multidisciplinary degree should consult with the Department Chair.

Political Science

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must also be met by students in Political Science programs.

BA Concentration (30 credits in Political Science)

- 6 credits in Political Science at the 1000-level

BA/BACS Minor (24 credits in Political Science)

- 6 credits in Political Science at the 1000-level

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

BA or BACS Major (48 credits in Political Science)

- 6 credits in Political Science at the 1000-level
- Of the 48 credits required in the Major subject, there shall be a maximum of 9 credits at the 1000 level and a minimum of 24 credits at the 3000 or 4000 level, of which at least 9 credits must be at the 4000 level.
- At least one 3 credit course in each of the areas listed below:
    1. Research Methods

2. Canadian Politics and Government
3. Public Administration and Public Policy or Law and Policy
4. International Relations and Comparative Politics
5. Political Theory

BA or BACS Double Major (36 credits in Political Science)

- 6 credits in Political Science at the 1000-level
- 36 credits are required in each Major subject. In each of the Major subjects there shall be a maximum of 9 credits at the 1000 level and a minimum of 18 credits at the 3000 level or above, including a minimum of 6 credits at the 4000 level.
- At least one 3 credit course in each of the areas listed below:
    1. Research Methods
    2. Canadian Politics and Government
    3. Public Administration and Public Policy or Law and Policy
    4. International Relations and Comparative Politics
    5. Political Theory

Multidisciplinary BA or BACS (with Political Science)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Political Science as one of the subjects in a Multidisciplinary BA or BACS should consult with the Department Chair.

BA or BACS Honours (66 credits in Political Science)

Students must consult BA or BACS Honours requirements for entering and graduating with an Honours degree.

The 66 required credits in Political Science must include:

- 6 credits in Political Science at the 1000-level
- At least one 3 credit course in each of the areas listed below:
    1. Research Methods
    2. Canadian Politics and Government
    3. Public Administration and Public Policy or Law and Policy
    4. International Relations and Comparative Politics
    5. Political Theory

Research Methodology

POLS-2160	Qualitative Research Methods in Social Science
POLS-2161	Understanding Political Science Research
POLS-2162	Quantitative Research Methods & Statistics in Social Science
POLS-2167	Qualitative Research Design
POLS-2168	Quantitative Research Design

POLS-3167	Applied Qualitative Research
POLS-3168	Applied Quantitative Research

Canadian Politics and Government

POLS-2102	The Basics of Canadian Politics and Government
POLS-2103	Parties, Elections & Democracy
POLS-2104	Human Rights in Canada
POLS-2105	Canadian Political Values
POLS-2112	Mi'kmaq Government
POLS-2116	Government-Business Relations in Canada
POLS-2121	The Politics of Social Division: Race, Gender and Class
POLS-2140	Law and Society
POLS-3101	Canadian Government and Constitution
POLS-3103	Local Government in Canada
POLS-3104	Issues in Canadian Local Government
POLS-3105	The Future of Work in Canada: The Challenges Facing Young Canadians
POLS-3106	The Charter of Rights and Civil Liberties
POLS-3107	Provincial Government
POLS-3108	Confronting Canadian Colonialism
POLS-3110	Aboriginal and Treaty Rights in the Canadian Constitution
POLS-3143	Canadian Government and Administrative Law
POLS-3175	Canadian Communications Policy & Regulation
POLS-4100	Seminar in Canadian Politics
POLS-4110	Seminar in Public Policy

Public Administration / Public Policy and Law & Policy

POLS-2110	Introduction to Canadian Public Administration
POLS-2111	The New Social Media: Politics and Communication in the 21stCentury
POLS-2113	Public Opinion and the Media
POLS-2114	Scandals, Corruption and Lies: Power, Politics and Morality
POLS-2115	Family Policies in Canada
POLS-2117	Children's Rights
POLS-2118	Canadian Public Administration
POLS-2119	Canadian Public Sector Management
POLS-2120	Introduction to United States Government & Policy
POLS-2121	The Politics of Social Division: Race, Gender, and Class
POLS-2123	Contemporary US Foreign Policy
POLS-2134	South of the Border: Canadian, U.S. and Latin American Relations
POLS-2135	Rich Nations and Poor Nations: The Impact of Globalization
POLS-2140	Law and Society
POLS-2141	Criminal Justice
POLS-2143	Issues in Criminal Justice and Public Policy
POLS-2144	Famous Trials: The Administration of Justice

POLS-3110	Aboriginal and Treaty Rights in the Canadian Constitution
POLS-3111	Canadian Public Administration: Financial Management, Personal Administration
POLS-3113	Issues in Children's Rights
POLS-3114	Restructuring in the Canadian Public Sector
POLS-3115	Governments Making Decisions: An Introduction to Public Policy
POLS-3121	Leaders and Leadership
POLS-3134	An Introduction to International Law
POLS-3135	An Introduction to Cases in International Law
POLS-3141	Canadian Courts and Court Management
POLS-3143	Canadian Government and Administrative Law
POLS-4110	Seminar in Public Policy

International Relations/ Comparative Politics

POLS-2120	An Introduction to United States Government and Policy
POLS-2121	The Politics of Social Division: Race, Gender and Class
POLS-2131	Terrorism, Security Policy and New World (Dis)Order
POLS-2133	War and Peace
POLS-2134	South of the Border: Canadian, U.S., and Latin American Relations
POLS-2135	Rich Nations and Poor Nations: The Impact of Globalization
POLS-2136	International Politics of the Environment
POLS-3116	Surveillance and Social Control
POLS-3118	Surveillance and Society
POLS-3121	Leaders and Leadership
POLS-3123	Revolution and Resistance
POLS-3124	Art and Politics
POLS-3138	Nuclear Weapons and Global Survival
POLS-3130	International Politics in a Changing World
POLS-3131	The United Nations: Origins, Structure, and Development
POLS-3133	The United Nations: Its Role in International Affairs
POLS-3134	An Introduction to International Law
POLS-3136	Human Rights: International Dimensions
POLS-3137	The Politics of Natural Resources
POLS-3154	Music and Nationalism
POLS-3155	Music and Protest
POLS-4130	Seminar in International Relations

Political Theory

POLS-2105	Canadian Political Values
POLS-3151	Introduction to Political Thought
POLS-3153	In Search of the Just Society

For more detailed information on course offering by Area of Study please visit http://www.cbu.ca/academic-programs/program/school-of-arts-social-sciences/bachelor-of-arts/political-science/

The department also offers a Diploma in Public Administration and Management, and several certificate options. Please see section in Calendar on Diploma and Certificates.

Post-Baccalaureate Diploma in Business Analytics

The Diploma in Business Analytics (Post-Baccalaureate) is aimed at students who have already obtained a bachelor's degree, who have strong math skills, and who are interested in pursuing concentrated studies in Business Analytics. Business analytics makes extensive use of data, statistical and quantitative analysis, and predictive modeling to help make decisions and to improve operations and sales. We expect graduates from the program to be competent in analysing data so that they can identify opportunities and help make decisions that improve future performance.

In the first year, students are introduced to statistical analysis, quantitative methods, and database approaches.

In the second year, students are exposed to advanced subject matter, like data mining techniques, data visualization, and predictive modeling.

In the last semester of the program, students have the opportunity to do a 12-week internship placement with an organization or carry out a capstone project. In both cases, they will have the opportunity to apply their skills to an analytics project.

Note: Program Change and Eligibility: Shannon School of Business Programs:

Post-Baccalaureate

- **Post-Baccalaureate Diploma in Business Analytics**

Students are required to complete a minimum of one term of study in their current program of acceptance in the Shannon School of Business, Post Baccalaureate Program before they can apply for a program change:

Program Change will only be approved when:

1. Student meets all admission criteria

2. There is seat availability
3. Student is in good academic standing
4. Student is in good financial standing
5. Students are only eligible for one program change per academic year
6. No applications will be considered after:
    a. Oct 31 for the Winter Term (January Start)
    b. March 31 for Spring/Summer Term (May Start)
    c. August 31 for Fall Term (September Start)

Applications for new students will be given priority seats over students wishing to change programs

Even if students meet students these requirements, there's no guarantee that the program change request will be accepted.

Post-Baccalaureate Diploma in Business Management

The Diploma in Business Management (Post-Baccalaureate) is designed for individuals with an arts, science, or engineering degree who would like to add a university post-baccalaureate credential while building a solid foundation in Business Knowledge and practices. The comprehensive curriculum of the Business Management Diploma gets non-business graduates up to speed on the essential aspects of Business, including accounting, marketing, finance, economics, and statistics. Through individual and group assignments, students will build their business management knowledge and gain first-hand insights into current business practices, trends and opportunities.

In the first year, students are introduced to fundamental business subjects- including management, accounting, economics, and public communications.

In the second year, students learn marketing, business finance, and strategy. At the last semester of the program, students can do a 12-week internship placement with an organization, to complete a capstone project: in both cases they have the opportunity to apply their skills to a project.

Graduates of the Business Management Diploma program qualify to apply for membership in the Canadian institute of Management and in obtaining the CMP designation

Note: Program Change and Eligibility: Shannon School of Business Programs:

Post-Baccalaureate

Post-Baccalaureate Diploma in Business Management
Students are required to complete a minimum of one term of study in their current program of acceptance in the Shannon School of Business, Post Baccalaureate Program before they can apply for a program change:

Program Change will only be approved when:

1. Student meets all admission criteria
2. There is seat availability
3. Student is in good academic standing
4. Student is in good financial standing
5. Students are only eligible for one program change per academic year
6. No applications will be considered after:
    a. Oct 31 for the Winter Term (January Start)
    b. March 31 for Spring/Summer Term (May Start)
    c. August 31 for Fall Term (September Start)

Applications for new students will be given priority seats over students wishing to change programs

Even if students meet students these requirements, there's no guarantee that the program change request will be accepted.

Post-Baccalaureate Diploma in health care management

The Diploma in Health Care Management (Post-Baccalaureate) is designed for individuals with a science, arts, nursing, social work, or any other degree, who would like to add a university post-baccalaureate credential that provides a solid foundation in health care management knowledge and practices. The comprehensive curriculum of the Health Care Management Diploma gets students up to speed on the essential aspects of managing a Health Care unit, including accounting, statistics, analytics, and organizational behavior; within a culturally respectful environment. Through individual and group assignments, students will build their management and policy knowledge and gain first-hand insights into current practices, trends and opportunities.

In the first year, students are introduced to fundamental management subjects – including organizational behavior, accounting, communications, statistics, and public policy.

In the second year, students learn health analytics and project and quality management. In the last semester of the program, students have the opportunity to do a 12-week internship placement with an organization, or complete a capstone project. In both cases, they have the opportunity to apply their skills to a project.

Note: Program Change and Eligibility: Shannon School of Business Programs:

Post-Baccalaureate

Post-Baccalaureate Diploma in Health Care Management

Cape Breton University Academic Calendar

- Students are required to complete a minimum of one term of study in their current program of acceptance in the Shannon School of Business, Post Baccalaureate Program before they can apply for a program change:
  - **Program Change will only be approved when:**
  - Student meets all admission criteria
  - There is seat availability
  - Student is in good academic standing
  - Student is in good financial standing
  - Students are only eligible for one program change per academic year
  - No applications will be considered after:
    - Oct 31 for the Winter Term (January Start)
    - March 31 for Spring/Summer Term (May Start)
    - August 31 for Fall Term (September Start)
  - Applications for new students will be given priority seats over students wishing to change programs
  - Even if students meet students these requirements, there's no guarantee that the program change request will be accepted.

Post-Baccalaureate Diploma in health care management

The Diploma in Health Care Management (Post-Baccalaureate) is designed for individuals with a science, arts, nursing, social work, or any other degree, who would like to add a university post-baccalaureate credential that provides a solid foundation in health care management knowledge and practices. The comprehensive curriculum of the Health Care Management Diploma gets students up to speed on the essential aspects of managing a Health Care unit, including accounting, statistics, analytics, and organizational behavior; within a culturally respectful environment. Through individual and group assignments, students will build their management and policy knowledge and gain first-hand insights into current practices, trends and opportunities.

In the first year, students are introduced to fundamental management subjects – including organizational behavior, accounting, communications, statistics, and public policy.

In the second year, students learn health analytics and project and quality management. In the last semester of the program, students have the opportunity to do a 12-week internship placement with an organization, or complete a capstone project. In both cases, they have the opportunity to apply their skills to a project.

Note: Program Change and Eligibility: Shannon School of Business Programs:

Post-Baccalaureate

Post-Baccalaureate Diploma in Health Care Management

Cape Breton University Academic Calendar

- Students are required to complete a minimum of one term of study in their current program of acceptance in the Shannon School of Business, Post Baccalaureate Program before they can apply for a program change:
  - **Program Change will only be approved when:**
  - Student meets all admission criteria
  - There is seat availability
  - Student is in good academic standing
  - Student is in good financial standing
  - Students are only eligible for one program change per academic year
  - No applications will be considered after:
    - Oct 31 for the Winter Term (January Start)
    - March 31 for Spring/Summer Term (May Start)
    - August 31 for Fall Term (September Start)
  - Applications for new students will be given priority seats over students wishing to change programs
  - Even if students meet students these requirements, there's no guarantee that the program change request will be accepted.

Post-Baccalaureate Diploma in Supply Chain Management

The Supply Chain Management Diploma program intends to build on the recent addition of the BBA, Supply Chain Management Major program by utilizing the university resources to deliver a focused Diploma program in this field of study. It is aimed at students who have already obtained a bachelor's degree, and who are interested in pursuing concentrated study in Supply Chain Management: to begin a carer in the sector and perhaps pursue a professional accreditation in Supply Chain Management.

Supply Chain Management involves the management of materials, information, and finances as they move in a process from the manufacturer, through the supplier and retailer, and ultimately to the end user. Organizations are increasingly placing emphasis on improving their operations and supply chain performances as efficient management of transportation and logistics becomes vital to economic growth.

Note: Program Change and Eligibility: Shannon School of Business Programs:

Post-Baccalaureate

- **Post-Baccalaureate Diploma in Supply Chain Management**

Students are required to complete a minimum of one term of study in their current program of acceptance in the Shannon School of Business, Post Baccalaureate Program before they can apply for a program change:

Program Change will only be approved when:

1. Student meets all admission criteria
2. There is seat availability
3. Student is in good academic standing
4. Student is in good financial standing
5. Students are only eligible for one program change per academic year
6. No applications will be considered after:
    a. Oct 31 for the Winter Term (January Start)
    b. March 31 for Spring/Summer Term (May Start)
    c. August 31 for Fall Term (September Start)

Applications for new students will be given priority seats over students wishing to change programs

Even if students meet students these requirements, there's no guarantee that the program change request will be accepted.

Postponement of Examinations

If an examination cannot be held at the scheduled time because of inclement weather or other circumstances, other examinations will be written as scheduled and the postponed examinations will be rescheduled by the Office of the Registrar and Admissions on the first available day after the completion of the examination schedule.

Midterm exams and other exams which were scheduled without the involvement of the Registrar will be rescheduled via consultation between the instructor and the students if they cannot be written at the original planned time because of inclement weather or other reasons.

Prior Learning Assessment and Recognition

Cape Breton University recognizes the value of both formal and informal learning and may grant academic credit for skills and knowledge gained outside traditional studies. Moreover, some kinds of knowledge may not be feasibly assessed through course challenges. In such cases, students may request a Prior Learning Assessment (PLA). Because the learning evaluated in a PLA occurs outside the University, PLA credits do not count towards the University's residency requirements. Note: PLA's in Community Studies are restricted to COMS1100, COMS2101 and COMS3101.

Students applying for PLA credit must submit a detailed portfolio outlining their relevant experience and demonstrating how it has led to knowledge equivalent to university credit. The Registrar's Office will forward the portfolio to the relevant dean who will, in turn, send it to the academic department best able to evaluate it. The department will make a recommendation to the dean, and the dean will send his/her decision to the Office of the Registrar and Admissions.

If necessary, the department may ask the applicant for further information regarding the portfolio itself, formal credentials, or other details. The department may also request demonstration of skills, an interview with the applicant, or other reasonable means of assessing the application.

Students seeking assessment for PLA credits must submit the Application for Prior Learning Assessment and the non-refundable application fee. If credits are awarded, a fee equivalent to 50% of the tuition for those credits will be assessed. **PLA credits are not activated until registration and required tuition is paid.**

Applications are available at the Office of the Registrar and Admissions or at www.cbu.ca/student-services/forms. Please contact transfer_credits@cbu.ca or 902 563-1186 for additional information.

Procedure:

Assessment of prior learning will occur once:

1. The student requesting the Prior Learning Assessment (PLA) has applied for admission to Cape Breton University and paid the application fee.

2. The Prior Learning Assessment (PLA) form is completely filled in and submitted to transfer_credits@cbu.ca.

3. The student requesting the Prior Learning Assessment (PLA) has provided a detailed portfolio of prior learning. For further information about the PLA portfolio, please visit CBU.ca/Transfer.

Professional Development Certificate Program

This program is designed to meet the needs of both public and private sector employees and those who want to both develop and enhance work-related skills, as well as to participate in an accredited professional development opportunity. Courses are multi-disciplinary to reflect the nature of skills needed to perform successfully on the job. This program would be of interest to individuals who are currently employed and who wish to further their education and employers interested in providing professional development. The program has significant value compared to traditional training programs as, should an individual desire, certificate credits can be applied toward a relevant university degree.

The program can be offered as a closed certificate for a defined learning group or learners can participate as part of a regular stream class. Some courses may be available through distance education.

Core Courses

MGMT2604	Organizational Behaviour
COMM1105	Introduction to Public Communication
MGMT3607	International Business Management
Elective	9 credits from the approved disciplines such as Political Science, Communication, French or Business Administration

Independent Study

The independent study provides an opportunity for students to investigate an area of personal or professional interest using the skills and background acquired through the courses of the program. This topic will be determined in consultation with the Dean of Business.

Program Admission - Master of Education in Sustainability, Creativity, and Innovation (Med SCI)

Program Admission

Program admission requires students to have a minimum of an undergraduate degree with a 70% average. The application package includes an online letter of intent, an academic letter of recommendation and a professional letter of recommendation. In addition, all applicants need to complete the online general CBU application form. All post-secondary transcripts and reference letters to be sent to: Manager of Teacher Education at CBU.

Program Curriculum Sequence - Bachelor of Science Nursing

2017 DIRECT ENTRY/ADVANCED PATHWAY CURRICULUM SEQUENCE

PROGRAM ENTRY POINTS:

1. Direct Entry Students - Term I & II
2. Advanced Entry Students - Terms III - VIII

Table on next sheet

Term I/ II	Term III	Term IV	Term V	Term VI	Term VII	Term VIII
Pre-Requisite ***Non-Nursing Courses*** ***15 credits / term*** ***30 credit total***	***Concepts Foundational to the Profession of Nursing***	***Nursing of Individuals & Families in Transition across the lifespan***	***Nursing of Persons & Families with acute health challenges***	***Nursing of Persons & Families experiencing chronic illness***	***Analysis & Integration of Professional Nursing Concepts, Individuals, Families, Communities and populations***	***Transition to Nursing Practice***
BIOL2203	NRSG2101	NRSG2301	NRSG3101	NRSG3304	NRSG4101	
BIOL2204	NRSG2201	NRSG2203	NRSG3301	NRSG3501	NRSG4501	
CHEM1104	NRSG2401	NRSG2501	NRSG3303	Elective (3cr)	Elective (3cr)	
COMM1103	NRSG2403	NRSG2503				
ENGL1109 (recommended)	NRSG2901 Nursing Practice I (3cr,4 wks,160hrs)	NRSG2903 Nursing Practice II (3cr, 4 wks, 160hrs)	NRSG3900 Nursing Practice III (6cr, 6 wks, 240hrs)	NRSG3902 Nursing Practice IV (6cr, 6 wks, 240 hrs)	NRSG4900 Nursing Practice V (6cr, 6wks, 240hrs)	NRSG4902 Nursing Practice VI (15cr,13wks, 480 hrs)
MICR2101						
MATH1109						
PHIL1103						
PSYC1101						
PSYC1103						

Program Notes - BTI
(Network Management Stream)

Cape Breton University Academic Calendar

Program Notes

1. Discipline electives are defined as additional non-compulsory ITEC, business foundation, business or information technology related, or chair approved courses.
2. BTI students are eligible to complete a maximum of three work placements. Students must pass all required ITEC courses in the academic year preceding their placement and maintain a 70% average to be eligible to apply for work placements. Contact the career advisors for additional details.
3. Graduates from Business Technology are eligible to receive credit for a minimum of 10, six credit courses toward the completion of the BBA degree.

Program Options - Bachelor of Arts and Science in Environment

Program Options:

4-Year BAS Environment (120 Credits)

- Foundational courses (30 credits)
- Science Concentration Electives (30 credits)
- Arts Concentration Electives (30 credits)
- ENVS Core (24 credits)
- Capstone project (6 credits)

4-Year BAS Environment, Honours (120 credits)

- Foundational courses (30 credits)
- Science Concentration Electives (30 credits)
- Arts Concentration Electives (30 credits)
- ENVS Core (24 credits)
- Honours Project (6 credits)

Environmental Assessment Certificate option (9 credits*)

• Environmental Impact Assessment I, Environmental Impact Assessment II, Environmental Auditing
*this Certificate requires 6 extra credits above and beyond the 120 needed for the degree

Arts Concentrations:

The arts concentrations were designed to help students build a coherent body of knowledge and skills within a field of their interest while helping them focus on post-graduate paths they might pursue. There is a great deal of flexibility within these streams.

1. **Science and Citizenship** (selections from Philosophy, Mi'kmaq Studies, Anthropology and Sociology, and Political Science)

2. **Nature, Culture, Communicatio**n (selections from English, Mi'kmaq Studies – linguistics, Communication, Anthropology and Sociology, French, Sports and Physical Activity Leadership)

3. **Environmental Humanities** (selections from English, History, Mi'kmaq Studies, Humanities, Philosophy)

Science Concentrations:

The science concentrations were designed to give students enough in-depth knowledge in one area of the sciences so that they can be scientifically literate and competent. Because science courses often build on each other and have important prerequisites, there is much less flexibility within these concentration streams. Students may choose from pathways in:

1. Biology
2. Chemistry
3. Math
4. Psychology

Environmental Studies Core:

These courses have been specially-designed for the BAS Environment according to five Guiding Principles. Each course shall: 1) Emphasise Indigenous perspectives; 2) Focus on interdisciplinarity; 3) Spotlight cutting edge and exciting material from multiple sectors and in diverse forms; 4) Concentrate on research methods and research ethics; 5) Emphasise writing and communication. The theme of each course will be determined by a professor's research interests and the topical environmental issues of the day.

ENVS1101 The Art and Science of Environmental Studies
ENVS2101 Canadian Environmental Perspectives
ENVS2103 Intersectional Environmental Science
ENVS3101 Environmental writing: past and present

Cape Breton University Academic Calendar

ENVS3103 Environment and Business
ENVS3104 Field Course in Environmental and Community Issues
ENVS4101 Sustainability, Resources, and Environment
ENVS4103 Global Environmental Perspectives
ENVS4802 Environmental Solutions: Capstone Project (6 credits)
OR
ENVS4900 Honours Project (6 credits)

Program Options for BA

Bachelor of Arts 3 Year (90 credits)

- 3-Year BA General (90 credits)
- BA Core (30 credits)
- Of the 30 credits required in an academic Concentration, there shall be a maximum of 9 credits at the 1000 level and a minimum of 12 credits at the 3000 or 4000 level.
- 30 credits electives. A maximum of 12 credits from the same subject area as Major, Honours, Concentration or Academic Field may be used in the elective field. (May 2023)
- Of the 90 credits required for a 3-year Bachelor of Arts degree, no more than 42 credits shall be at the 1000 level, except with the Dean's permission. (This is a change to the 36 credit policy previously in effect, as of September 1, 2020, all new BA students will be subject to this new policy.)

Bachelor of Arts Major/Minor (120 credits)

- 4-Year BA or BACS Major/Minor (120 credits)
- BA Core or BACS Core plus COMS4100 (30 credits)
- Of the 48 credits required in the Major subject, there shall be a maximum of 9 credits at the 1000 level and a minimum of 24 credits at the 3000 or 4000 level, of which at least 9 credits must be at the 4000 level.
- Of the 120 credits required for a 4-year Bachelor of Arts degree, no more than 45 credits may be at the 1000 level, except with the Dean's permission.
- Of the 24 credits required in the Minor subject, there shall be a maximum of 9 credits at the 1000 level and a minimum of 6 credits at the 3000 or 4000 level.

- 18 credits electives. A maximum of 12 credits from the same subject area as Major, Honours, Concentration or Academic Field may be used in the elective field. (May 2023)

If there is a Departmental option to do a 4000 level Directed Study course in the Major subject during the graduating year, students must consult with the Chair as early as possible, and no later than the second week of September. Taking advantage of this option depends on the availability of instructors.

To graduate with a Major, students must achieve an average of at least 65% overall in the final two years of their degree, and an average of at least 65% in the Major discipline.

Bachelor of Arts Double Major (120 credits)

- 4-Year BA or BACS Double Major (120 credits)

- BA Core or BACS Core plus COMS4100 (30 credits)
- 36 credits are required in each Major subject. In each of the Major subjects there shall be a maximum of 9 credits at the 1000 level and a minimum of 18 credits at the 3000 level or above, including a minimum of 6 credits at the 4000 level.
- Of the 120 credits required for a 4-year Bachelor of Arts degree, no more than 45 credits may be at the 1000 level, except with the Dean's permission.
- 18 electives. A maximum of 12 credits from the same subject area as Major, Honours, Concentration or Academic Field may be used in the elective field. (May 2023)

To graduate with a Major, students must achieve an average of at least 65% overall in the final two years of their degree, and an average of at least 65% in the Major discipline.

Bachelor of Arts Multidisciplinary (120 credits)

- 4-Year BA or BACS Multidisciplinary (120 credits)

- BA Core or BACS Core plus COMS4100 (30 credits)

Students interested in a Major focused on a general area must consult with a Department Chair regarding the selection of courses constituting the Multidisciplinary Major. In an Multidisciplinary degree, a student combines courses to form a coherent topic with a specific focus – in effect, a customized program. The 3 majors in the Multidisciplinary can be any discipline that meets the requirements listed above for area majors.

- 72 credits must be taken across three different disciplines, with a maximum of 18 credits at the 1000 level over the three disciplines; a minimum of 24 credits at the 3000 or 4000 level, including 9 credits at the 4000 level, over the three disciplines with a minimum of 6 credits at the 3000 level or above in each of the three disciplines.
- There must be a minimum of 18 credits in each major discipline.
- Of the 120 credits required for a 4-year Bachelor of Arts degree, no more than 45 credits may be at the 1000 level, except with the Dean's permission.

- 18 credits electives. A maximum of 12 credits from the same subject area as Major, Honours, Concentration or Academic Field may be used in the elective field. (May 2023)

Once a topic is chosen in consultation with a Department Chair, it must be approved by the Dean of Arts & Social Sciences (who seeks advice from the Chairs of all disciplines involved in the topic area). Approval must be received after the first 60 credits of the degree.

To graduate with a Major, students must achieve an average of at least 65% overall in the final two years of their degree, and an average of at least 65% in the Major discipline.

Bachelor of Arts (Honours) (120 credits)

- 4-year BA or BACS Honours (120 credits)
- BA Core or BACS Core plus COMS4100 (30 credits)
- Of the 66 credits required in the Honours subject, 36 credits must be at the 3000 or 4000 level which must include a minimum of 15 credits at the 4000 level. A 6 credit Honours thesis in the subject is required and the thesis can be included in 15 credits at the 4000 level.
- Of the 120 credits required for a 4-year Bachelor of Arts degree, no more than 45 credits may be at the 1000 level, except with the Dean's permission.
- 24 credits electives. A maximum of 12 credits from the same subject area as Major, Honours, Concentration or Academic Field may be used in the elective field. (May 2023)

To ensure that students meet Honours graduation requirements, and to ensure that Departments can provide suitable thesis supervisors, students are strongly recommended to register in an Honours program after completing 60 credits (in their BA or BACS degree). This is done by filling out a "change of program" form which must be approved by the Dean.

To register in an Honours program, it is strongly recommended that students have an average of at least 75% over all courses in the Honours subject during their student's first 60 credits.

To graduate in an Honours program, students must earn an average of 75% over the last 60 credits taken in their BA or BACS degree, an average of 75% over all courses in the Honours subject, and 75% on the Honours thesis.

While students must meet the overall program requirements stated above, they should recognize that most Departments have additional requirements in specific subjects that students must also meet.

Program Options for BACS

Bachelor of Arts Community Studies 3 year (90 credits)

3-Year BACS General (90 credits)

Approved Subjects for 3-year BA/BACS Concentration	Approved Subjects for 4 year BA or BACS Major or Double Major	Approved Subjects for 4-year BACS Major	Approved Subjects for 4 year BA or BACS Honours
Anthropology Anthropology/Sociology Celtic Culture Communication English Music Folklore French History Mathematics Mi'kmaq Studies Philosophy Political Science Psychology Religious Studies Sociology *Sport & Physical Activity Leadership *BACS ONLY	Anthropology Anthropology/Sociology Communication Dramatic Literature English Folklore History Mathematics Mi'kmaq Studies Philosophy Political Science Psychology Sociology	Applied Theatre Music Sport and Physical Activity Leadership	Anthropology Communication English History Political Science Psychology Sociology Sport and Physical Activity Leadership

See chart under "Academic Program Regulations for BA and BACS Degrees".

Bachelor of Arts Community Studies 4 year Major/Minor (120 credits)

- 4-Year BA or BACS Major/Minor (120 credits)
- BA Core or BACS Core plus COMS4100 (30 credits)
- Of the 48 credits required in the Major subject, there shall be a maximum of 9 credits at the 1000 level and a minimum of 24 credits at the 3000 or 4000 level, of which at least 9 credits must be at the 4000 level.
- Of the 120 credits required for a 4-year Bachelor of Arts degree, no more than 45 credits may be at the 1000 level, except with the Dean's permission.
- Of the 24 credits required in the Minor subject, there shall be a maximum of 9 credits at the 1000 level and a minimum of 6 credits at the 3000 or 4000 level.
- 18 credits electives

If there is a Departmental option to do a 4000 level Directed Study course in the Major subject during the graduating year, students must consult with the Chair as early as possible, and no later than the second week of September. Taking advantage of this option depends on the availability of instructors.

To graduate with a Major, students must achieve an average of at least 65% overall in the final two years of their degree, and an average of at least 65% in the Major discipline.

Bachelor of Arts Community Studies 4 year Double Major (120 credits)

- 4-Year BA or BACS Double Major (120 credits)
- BA Core or BACS Core plus COMS4100 (30 credits)
- 36 credits are required in each Major subject. In each of the Major subjects there shall be a maximum of 9 credits at the 1000 level and a minimum of 18 credits at the 3000 level or above, including a minimum of 6 credits at the 4000 level.
- Of the 120 credits required for a 4-year Bachelor of Arts degree, no more than 45 credits may be at the 1000 level, except with the Dean's permission.
- 18 electives

To graduate with a Major, students must achieve an average of at least 65% overall in the final two years of their degree, and an average of at least 65% in the Major discipline.

Bachelor of Arts Community Studies 4 year Multidisciplinary Major (120 credits)

- 4-Year BA or BACS Area Major (120 credits)
- BA Core or BACS Core plus COMS4100 (30 credits)

- Students interested in a Major focused on a general area must consult with a Department Chair regarding the selection of courses constituting the Area Major. In an Area Major, a student combines courses to form a coherent topic with a specific focus – in effect, a customized program. The 3 majors in the Area Major can be any discipline that meets the requirements listed above for area majors.
- 72 credits must be taken across three different disciplines, with a maximum of 18 credits at the 1000 level over the three disciplines; a minimum of 24 credits at the 3000 or 4000 level, including 9 credits at the 4000 level, over the three disciplines with a minimum of 6 credits at the 3000 level or above in each of the three disciplines.
- There must be a minimum of 18 credits in each major discipline.
- Of the 120 credits required for a 4-year Bachelor of Arts degree, no more than 45 credits may be at the 1000 level, except with the Dean's permission.
- 18 credits electives

Once a topic is chosen in consultation with a Department Chair, **it must be approved by the Dean of Arts & Social Sciences** (who seeks advice from the Chairs of all disciplines involved in the topic area). Approval must be received after the first 60 credits of the degree.

To graduate with a Major, students must achieve an average of at least 65% overall in the final two years of their degree, and an average of at least 65% in the Major discipline.

Bachelor of Arts Community Studies 4 year (Honours) (120 credits)

- 4-year BA or BACS Honours (120 credits)
- BA Core or BACS Core plus COMS4100 (30 credits)
- Of the 66 credits required in the Honours subject, 36 credits must be at the 3000 or 4000 level which must include a minimum of 15 credits at the 4000 level. A 6 credit Honours thesis in the subject is required and the thesis can be included in 15 credits at the 4000 level.
- Of the 120 credits required for a 4-year Bachelor of Arts degree, no more than 45 credits may be at the 1000 level, except with the Dean's permission.
- 24 credits electives

To ensure that students meet Honours graduation requirements, and to ensure that Departments can provide suitable thesis supervisors, students are strongly recommended to register in an Honours program after completing 60 credits (in their BA or BACS degree). This is done by filling out a "change of program" form which must be approved by the Dean.

To register in an Honours program, it is strongly recommended that students have an average of at least 75% over all courses in the Honours subject during their student's first 60 credits.

To graduate in an Honours program, students must earn an average of 75% over the last 60 credits taken in their BA or BACS degree, an average of 75% over all courses in the Honours subject, and 75% on the Honours thesis.

While students must meet the overall program requirements stated above, they should recognize that most Departments have additional requirements in specific subjects that students must also meet.

Approved Subjects for 3 year BA/ BACS Concentration	**Approved Subjects for 4 year BA or BACS Major or Double Major**	**Approved Subjects for 4 year BACS Major**	**Approved Subjects for 4 year BA or BACS Honours**
Anthropology Anthropology/Sociology Celtic Culture Communication English Music Folklore French History Mathematics Mi'kmaq Studies Philosophy Political Science Psychology Religious Studies Sociology *Sport & Physical Activity Leadership *BACS ONLY	Anthropology Anthropology/Sociology Communication Dramatic Literature English Folklore History Mathematics Mi'kmaq Studies Philosophy Political Science Psychology Sociology	Applied Theatre Music Sport and Physical Activity Leadership	Anthropology Communication English History Political Science Psychology Sociology Sport and Physical Activity Leadership

Program Options for BAS Environment

Program Options:

4-Year BAS Environment (120 Credits)

- Foundational courses (30 credits)
- Science Concentration Electives (30 credits)
- Arts Concentration Electives (30 credits)
- ENVS Core (24 credits)
- Capstone project (6 credits)

4-Year BAS Environment, Honours (120 credits)

- Foundational courses (30 credits)
- Science Concentration Electives (30 credits)
- Arts Concentration Electives (30 credits)
- ENVS Core (24 credits)
- Honours Project (6 credits)

Environmental Assessment Certificate option (9 credits*)

- Environmental Impact Assessment I, Environmental Impact Assessment II, Environmental Auditing

*this Certificate requires 6 extra credits above and beyond the 120 needed for the degree

Arts Concentrations:

The arts concentrations were designed to help students build a coherent body of knowledge and skills within a field of their interest while helping them focus on post-graduate paths they might pursue. There is a great deal of flexibility within these streams.

Cape Breton University Academic Calendar

1. **Science and Citizenship** (selections from Philosophy, Mi'kmaq Studies, Anthropology and Sociology, and Political Science)

2. **Nature, Culture, Communication** (selections from English, Mi'kmaq Studies – linguistics, Communication, Anthropology and Sociology, French, Sports and Physical Activity Leadership)

3. **Environmental Humanities** (selections from English, History, Mi'kmaq Studies, Humanities, Philosophy)

Science Concentrations:

The science concentrations were designed to give students enough in-depth knowledge in one area of the sciences so that they can be scientifically literate and competent. Because science courses often build on each other and have important prerequisites, there is much less flexibility within these concentration streams. Students may choose from pathways in:

1. Biology

2. Chemistry

3. Math

4. Psychology

Environmental Studies Core:

These courses have been specially-designed for the BAS Environment according to five Guiding Principles. Each course shall: 1) Emphasise Indigenous perspectives; 2) Focus on interdisciplinarity; 3) Spotlight cutting edge and exciting material from multiple sectors and in diverse forms; 4) Concentrate on research methods and research ethics; 5) Emphasise writing and communication. The theme of each course will be determined by a professor's research interests and the topical environmental issues of the day.

ENVS1101 The Art and Science of Environmental Studies

Credits: 3

This course will introduce students to Environmental Studies as an interdisciplinary field of research and will provide students with a wide-ranging introduction to current issues and practices in Environmental Studies. The emphasis will be on exploring how arts and science disciplines approach knowledge,

problem solving and communication, and how the approaches of different disciplines can be combined to expand our ways of acquiring and disseminating knowledge.

ENVS2101 Canadian Environmental Perspectives

Credits: 3

Course will examine environmental issues specific to Canada, around a central topic each year and include multiple perspectives from different disciplines. Course will also address the environmental perspectives from First Nations in Canada, from the pre-colonial era to the present.

ENVS2103 Intersectional Environmental Science

Credits: 3

This course will focus on the links between environmental topics and various scientific disciplines and explore how different fields contribute towards our understanding of environmental issues. The course will be organized around a central theme in a discipline and examine different ways the discipline contributes to environmental research and communication.

ENVS3101 Environmental writing: past and present

Credits: 0

ENVS3103 Environment and Business

Credits: 3

Prerequisite: 3 credits of ENVS at 2000 level.

This course will introduce students to business structures, governance, and strategic priorities as they pertain to environmental projects and organizations. Students will develop the ability to read and understand basic financial statements. Budgeting concepts and funding for projects will be examined. In addition, students will gain familiarity with the regulatory environment in Canada, corporate social responsibility, and other sustainability related topics.

ENVS3104 Field Course in Environmental and Community Issues

Credits: 0

ENVS4101 Sustainability, Resources, and Environment

Credits: 3

Prerequisite: 3 credits of ENVS at 3000 level.

This course will employ an interdisciplinary perspective to introduce students to the issues and practices in resource studies. Students will become informed about resource management issues, and will explore the impacts of resource development on the environment. This course will examine issues of the allocation, scarcity, distribution, and protection of resources.

ENVS4103 Global Environmental Perspectives

Credits: 3

Prerequisite: 3 credits of ENVS at 3000 level.

This course combines seminars and project-based activities to explore environmental issues and environmental actions outside North America. This class will consider nature and environmentalism in the context of globalization, war, aid, and rapid economic development or collapse. Case-studies will be included.

ENVS4802 Environmental Solutions: Capstone Project

Credits: 6

Prerequisite: Any 6 credits in ENVS at the 3000 level, and permission of the instructor

Exclusions: ENVS4900

Students will complete a project investigating an environmental issue from a multidisciplinary perspective. The capstone project will include a written report, and an oral presentation, and can include artistic works, media presentations, or other methods of communication. The goal of the capstone project is for students to demonstrate the skills and knowledge they have gained throughout their program and will focus on exploring solutions or approaches to chosen environmental issues. This course is required for all ENVS students not enrolled in ENVS4900

OR

ENVS4900 Honours Project

Credits: 6

Prerequisite: Prerequisites: Any 6 credits in ENVS at the 3000 level, and permission of the supervisor and program co-ordinators

Exclusions: Exclusions: ENVS 4802

Students will complete an original research project as their Honours thesis. This will include the preparation of an original research proposal, completion of the proposed research project, analysis of data, preparation of a written thesis and oral defence of this thesis. Students can be supervised by more than one faculty member and an interdisciplinary component is required. Creative or non-traditional

scholarly works can be proposed but there must be an original research component. Students planning to register in this course must consult the Program Directors in the term preceding the expected start date of the project.

COURSES REQUIRED TO COMPLETE THE DEGREE

Students must complete the required courses and earn 48 credits. The pass mark for MBA courses is 70%. Students will be required to maintain a 70% average to remain in the program.

The MBA in CED program consists of 16 courses, including the Applied Research Project.

Full-time students on campus should follow the course plan noted below, over three or four semesters. The MBA in CED follows a trimester format on campus whereby students can enroll in courses in the fall (September), winter (January), and the summer intensive (July) semesters. Students taking their courses off-campus as part of a cohort should take their courses as scheduled for their cohort. The MBA in CED alternate-weekend format is a paced program and courses are sequenced to meet requirements for pre-requisites.

Term One

MBAC5101 Business and Community Development I

MBAC5103 Fundamentals of Accounting

MBAC5104 Fundamentals of Marketing

MBAC5105 Organizational Behaviour

MBAC5107 Economic Geography

Term Two

MBAC6101 Business and Community Development II

MBAC6103 Fundamentals of Finance

MBAC6107 Comparative Development

MBAC6124 International Business

MBAC Elective

Term Three

MBAC6121 Applied Research Methods

MBAC6106 Leadership

MBAC6118 Venture Analysis

MBAC6125 Strategic Management

MBAC Elective

MBAC6801: **The Applied Research Project**: will meet highest academic standards and will approach a problem in business and/or community economic development in a holistic, multidisciplinary manner. Students complete the ARP under the supervision of a research advisor. There is no residency requirement for the research project, which may be completed off site. The ARP must be completed within twelve months.

Program Requirements - Bachelor of Business Administration (BBA)

BBA Program

Students are required to complete 120 credits. This would include 60 required credits and 60 elective credits with a minimum 15 credits in non-business courses as follows:

Year One

MGMT1601	Introduction to Business
MRKT1301	Intro to Marketing
ACCT1203/ACCT1204	Intro to Accounting I and II
MGSC1108/MGSC1109	Intro to Statistic/ Calculus for Business
ECON1101/ECON1103	Principles of Micro/Macro Economics
Communication	(3 credits)

Elective (3 credits)

Year Two

MGSC2101 Computers in Business

MGMT2604/MGMT2605 Organizational Behaviour/ Human Resource Management

FINC2401/FINC2403 Business Finance I and II

Electives (9 credits from ACCT/FINC/MGMT/MGSC/MRKT and 6 credits electives)

Year Three

MGMT3603 Integrative Entrepreneurship

MGSC3101 Information Management Systems

Electives (24 credits)

Year Four

MGMT4605 Business Competitive Strategies

Electives (27 credits)

See the course description section of this Calendar for more information. A degree worksheet is available from the Dean's office.

Program Requirements - Bachelor of Business Administration Major in Marketing

Cape Breton University Academic Calendar

Program and Course Requirements:

1. MRKT-2301, MRKT-4323 and MRKT-4328

2. 15 credits from the following, must include at least 6 credits at 4000 level.

MRKT-2303, MRKT-3124 ,MRKT-3301, MRKT-3304, MRKT-3307, , MRKT-3309, MRKT-4605, MRKT-4311, MRKT-4309, MRKT-4304, MRKT-4305, MRKT-4306, MRKT-4314, MRKT-4307, MRKT-4313, HATM-3508

3. An average of 65% must be maintained in years three and four of the program.

4. Minimum of 60% must be maintained on all marketing courses required for the marketing major.

5. Minimum of 12 credits at the 4000 level overall.

September 2021 Program Changes will come into effect: MRKT- 4323 Applied Marketing Research will replace MRKT-4301 and MRKT-4303. MRKT-4328 will replace MRKT 3301 AND MRKT 4308

The major requirements are 9 core courses and 15 marketing electives.

In addition, the course name of MRKT-4309 Social Media Marketing has been changed to Digital Marketing

MRKT- 3304 Marketing Channels has been changed to Business Marketing.

MRKT- 2303 has been changed to IMC (Integrated Marketing Communication)

Program Requirements – Bachelor of Education

Program Requirements

The pass mark in all Bachelor of Education courses is 60. Bachelor of Education students may only proceed to terms two, three, and four of the programs by successfully completing all credits of the coursework from the preceding term. This includes the teaching practicum.

The Nova Scotia Department of Education has adopted guidelines for the conduct of pre-service teachers enrolled in Bachelor of Education program. Professional responsibilities of teacher candidates are outlined in the CBU Bachelor of Education Practicum Handbook and in the Nova Scotia Teachers' Union Code of Ethics. Pre-service teachers are expected to adopt the core values of professionalism and the principles that define teachers' moral and ethical obligations both individual and collectively. Such values and principles are expressed in the pre-service teacher's attitude, behaviour and practice.

ELEMENTARY STREAM:

Spring/Summer Year 1 – 18 Credits (All Core)

EDUC4161	Inclusive Education I (3 credits)
EDUC4107	Assessment of and For Learning (3 credits)
EDUC4164	Curriculum and Instruction of Elementary English Language Arts I (3 credits)
EDUC4123	Foundations of School Health Education and Wellness (3 credits)
EDUC4124	Curriculum and Instruction of Early Numeracy and Pedagogy (P-3) (3 credits)
EDUC4118	Principles and Practice of Elementary Education (3 credits)

Fall Year 1 – 15 Credits (All Core)

EDUC4163	Inclusive Education II (3 credits)
EDUC4125	Curriculum and Instruction of Upper Elementary Numeracy and Pedagogy (4-6) (3 credits)
EDUC4165	Curriculum and Instruction of Elementary English Language Arts II (3 credits)
EDUC4113	Curriculum and Instruction of Elementary Science (3 credits)
EDUC4119	Teaching and Learning in the Complex Classroom (3 credits)
EDUC0401	Pre-Practicum Professionalism Series (Non-Credit, Mandatory Component)

Winter Year 1 – 12 Credits (All Core)

EDUC4891	Practicum Seminar I (1 credit)
EDUC4893	Practicum Seminar II (1 credit)

EDUC4894 Practicum Seminar III (1 credit)

EDUC4895 Elementary Practicum I (3 credits)

EDUC4896 Elementary Practicum II (3 credits)

EDUC4897 Elementary Practicum III (3 credits)

Spring/Summer Year 2 – 15 Credits

Core:

EDUC4109 Perspectives on Schooling (3 credits)

EDUC4115 Teaching an Integrated Social Studies Curriculum (3 credits)

EDUC4167 Assessment & Curriculum for an Integrated Curriculum (3 credits)

Plus 6 credits in Education Electives from:

L'NU EDUCATION CONCENTRATION

Students completing the BEd with the L'nu Education Concentration will complete all requirements as outlined above. Additionally, students will complete 6 of their credits of elective courses within the 'L'nu Focus Electives'. The requirements for the Secondary and Elementary streams are outlined below:

EDUC4133 Teaching English as an Additional Language (3 credits)

EDUC4136 Teaching and Learning the L'nu Way (3 credits)

EDUCATION FOR SUSTAINABILITY CONCENTRATION

Students completing the BEd with the Education for Sustainability Concentration will complete all requirements as outlined above. Additionally, students will complete 6 of their credits of elective courses within the 'in the 'Sustainability Focus Electives'. The requirements for the Secondary and Elementary streams are outlined below:

EDUC4114 Teaching and Learning for a Sustainable Future (3 credits)

EDUC4104 Sustainable Well-Being and Deep Learning (3 credits)

***Additional electives may be offered depending on faculty availability**

SECONDARY STREAM:

Spring/Summer Year 1 – 18 Credits

Core:

EDUC4161 Inclusive Education I (3 credits)

EDUC4107 Assessment of and For Learning (3 credits)

EDUC4128 Principles and Practice of Secondary Education (3 credits)

Plus 3 credits in Education Electives from:

EDUC4216 Adult Education (3 credits)

EDUC4213 Teaching Mathematics in Middle School (3 credits)

EDUC4215 Learning Through Drama (3 credits)

Plus Choice of Two Methodology Courses Based on Teachables (6 credits total)

EDUC4138 Technology Education I (3 credits)

EDUC4141 Science at the Secondary Level I (3 credits)

EDUC4144 Social Studies at the Secondary Level I (3 credits)

EDUC4146 French Second Language at the Secondary Level I (3 credits)

EDUC4148 Fine Arts at the Secondary Level I (3 credits)

EDUC4151 English Language Arts at the Secondary Level I (3 credits)

EDUC4154 Mathematics at the Secondary Level I (3 credits)

EDUC4156 Mi'kmaw Language at the Secondary Level I (3 credits)

Fall Year 1 – 15 Credits

Core:

EDUC4163 Inclusive Education II (3 credits)

EDUC4119 Teaching and Learning in the Complex Classroom (3 credits)

EDUC0401 Pre-Practicum Professionalism Series (Non-Credit, Mandatory Component)

Plus 3 credits in Education Electives from either:

EDUC4213 Foundations of School Health Education and Wellness (3 credits)

EDUC4108 Leveraging Technology for Learning (3 credits)

Plus Choice of Two Methodology Courses Based on Teachables (6 credits total)

EDUC4139 Technology Education II (3 credits)

EDUC4143 Science at the Secondary Level II (3 credits)

EDUC4145 Social Studies at the Secondary Level II (3 credits)

EDUC4147 French Second Language at the Secondary Level II (3 credits)

EDUC4149 Fine Arts at the Secondary Level II (3 credits)

EDUC4153 English Language Arts at the Secondary Level II (3 credits)

EDUC4155 Mathematics at the Secondary Level II (3 credits)

EDUC4157 Mi'kmaw Language at the Secondary Level II II (3 credits)

Winter Year 1 – 12 Credits (All Core)

EDUC4891 Practicum Seminar I (1 credit)

EDUC4893 Practicum Seminar II (1 credit)

EDUC4894 Practicum Seminar III (1 credit)

EDUC4991 Secondary Practicum I (3 credits)

EDUC4993 Secondary Practicum II (3 credits)

EDUC4994 Secondary Practicum III (3 credits)

Spring/Summer Year 2 – 15 Credits

Core:

EDUC4109 Perspectives on Schooling (3 credits)

EDUC4121 Literacy Across the Curriculum (3 credits)

EDUC4217 The Adolescent Learner (3 credits)

Plus 6 credits in Education Electives from:

L'NU EDUCATION CONCENTRATION

Students completing the BEd with the L'nu Education Concentration will complete all requirements as outlined above. Additionally, students will complete 6 of their credits of elective courses within the 'L'nu Focus Electives'. The requirements for the Secondary and Elementary streams are outlined below:

EDUC4133 Teaching English as an Additional Language (3 credits)

EDUC4136 Teaching and Learning the L'nu Way (3 credits)

EDUCATION FOR SUSTAINABILITY CONCENTRATION

Students completing the BEd with the Education for Sustainability Concentration will complete all requirements as outlined above. Additionally, students will complete 6 of their credits of elective courses within the 'in the 'Sustainability Focus Electives'. The requirements for the Secondary and Elementary streams are outlined below:

EDUC4114 Teaching and Learning for a Sustainable Future (3 credits)

EDUC4104 Sustainable Well-Being and Deep Learning (3 credits)

***Additional electives may be offered depending on faculty availability**

Program Requirements -

Bachelor of Emergency Management

(This program is currently under review and suspended for new admissions)

Program Requirements

Cape Breton University Academic Calendar

Students are required to achieve a passing grade of 50% in all courses with an overall average of 65% to be eligible to graduate with this credential. (90 credits)

YEAR ONE

COMM1105 Introduction to Public Communication
EMGT1101 Keystone to Emergency Management
EMGT1103 Taxonomy and Anatomy of Hazards
EMGT2201 Cultivating Emergency Management Alliances
EMGT2203 From Risk to Resilience
LEGL2501 Business Law I
MGMT1601 Introduction to Business
MRKT1301 Introduction to Marketing
Elective x 2

YEAR TWO

ACCT1203 Introduction to Accounting I
COMM2101 Research Concepts
COMM3109 Strategic Corporate Communication
EMGT2104 Effective Response
EMGT2304 Technological Tools in Emergency Management
EMGT3204 Recovery: Building the New Normal
EMGT3205 Managing Management
EMGT3301 Communicating Emergency Management
MGMT2604 Organizational Behaviour I
MGMT2605 Human Resource Management

YEAR THREE

COMM3117 Communication and Community
EMGT3303 Business Continuity Management
EMGT4105 Leadership: From Theory to Practice
EMGT4305 The International Context of Emergency Management
EMGT4989 Emergency Management Practicum I and II
MGMT4605 Business Competitive Strategies
POLS3104 Issues in Canadian Local Government
Elective x 2

Program Requirements - Bachelor of Emergency Management (Major in Health Emergency Management)

(This program is currently under review and suspended for new admissions)

Program Requirements

Students are required to achieve a passing grade of 50% in all courses with an overall average of 65% to be eligible to graduate with this credential. (120 credits)

YEAR ONE

COMM1105 Introduction to Public Communication
EMGT1101 Keystone to Emergency Management
EMGT1103 Taxonomy and Anatomy of Hazards
EMGT2201 Cultivating Emergency Management Alliances
EMGT2203 From Risk to Resilience
LEGL2501 Business Law I
MGMT1601 Introduction to Business
MRKT1301 Introduction to Marketing
Elective x 2

YEAR TWO

ACCT1203 Introduction to Accounting I
COMM2101 Research Concepts
COMM3109 Strategic Corporate Communication
EMGT2104 Effective Response
EMGT2304 Technological Tools in Emergency Management
EMGT3204 Recovery: Building the New Normal
EMGT3205 Managing Management
EMGT3301 Communicating Emergency Management
MGMT2604 Organizational Behaviour I
MGMT2605 Human Resource Management

YEAR THREE

COMM3117 Communication and Community
EMGT3303 Business Continuity Management
EMGT4105 Leadership: From Theory to Practice
EMGT4305 The International Context of Emergency Management
EMGT4989 Emergency Management Practicum I and II
MGMT4605 Business Competitive Strategies
POLS3104 Issues in Canadian Local Government
Elective x 2

YEAR FOUR

EMGT4106 Health Emergency Management Globally
EMGT4206 Health Emergency Management in Canada
EMGT4999 Independent Study in Emergency Management
MGMT4219 Social Leadership
MGMT4217 Conflict Resolution and Community Reconstruction
MGMT4233 Change Management and Governance
MRKT4309 Social Media Marketing
POLS3115 Governments Making Decision: An Introduction to Public Policy
PUBH4101 Health Risk Assessment
PUBH4107 Quality and Environmental Project Management

Program Requirements - Bachelor of Engineering Technology (Chemical)

BET (CHEMICAL) 3-yr and BET (ADVANCED CHEMICAL) 4-yr

Year One (Fall/Winter)

CHEM1104	General Chemistry I
CHEM1105	General Chemistry II
DRAF1163	Industrial Applications of Drafting
ENGI1161	Industrial Safety and Applied Shop Practices
ENGI1165	Engineering Graphics
ENGI1168	Fluid Mechanics

*MATH1107	Math I
*MATH1208	Math II
**PHYS1101	Elements of Physics I
**PHYS1201	Elements of Physics II

Year Two (Fall/Winter)

CHEM2301	Introductory Organic Chemistry I
GEOL2101	Engineering Geology
CHEM2403	Introductory Analytical Chemistry
*MATH2104	Mathematics III
COMM/ENGL	Communications or English Elective
CHEM2303	Introductory Organic Chemistry II
CHEM2404	Environmental Chemistry
COMP1163	Computer Applications (or MATH1116, Intro Comp w/C++)
CHEM2205	Technical Physical Chemistry
MATH1109	Introductory Statistics (or MATH 2106, Elementary Mathematical Statistics I)

Year Three (Fall/Winter)

ENGI2103	Engineering Economics
CHEM2401	Industrial Chemistry
CHEM3403	Analytical Separations
ENGI2133	Environmental Engineering
CHEM3801	Directed Study in Chemistry (or BETW3989)
CHEM2501	Introductory Inorganic Chemistry
CHEM3404	Fundamentals of Chemical Engineering
CHEM3401	Analytical Spectroscopy
PETR3163	Process Control and Optimization Systems

*MATH2205 Mathematics IV

3 year degree may be granted*

THREE YEAR DEGREE MUST HAVE A MINIMUM OF 15-credits BEYOND 2000-Level as listed above

Year Four (Fall/Winter)

CHEM3501 Intermediate Inorganic Chemistry

ENVI3131 Environmental Impact Assessment I

PETR1131 Petroleum Production and Processing (or Dept Approved Elective)

CHEM4403 Advanced Topics in Analytical Chemistry

PUBH4107 Quality and Environmental Project Management

CHEM3301 Intermediate Organic Chemistry

CHEM4401 Polymer Chemistry

CHEM4405 Chemical Instrumentation Design & Troubleshooting

CHEM4801 Independent Project in Chemistry (or BETW4989)

Elective course Approved by Department of Chemistry

4 year Advanced degree or equivalent may be granted*

FOUR YEAR ADVANCED DEGREE MUST HAVE A MINIMUM OF 18-credits BEYOND 2000-Level as listed above

**PHYS1101/1201 may be replaced by PHYS1104/1204 (General Physics I & II)
*MATH1107/1208/2104/2205 OR (MATH1101/1203/2205 + 3cr Math Departmental Approved Electives) OR (MATH1105/2205 + 6 cr Math Departmental Approved Electives)

***These programs do not lead to a professional engineering designation**

Program Requirements - Bachelor of Engineering Technology (Electronics & Controls)

THREE – YEAR DEGREE (90 Credits)

This format will **NOT** earn students the Diploma in Electrical Engineering Technology (Instrumentation & Controls)

54 credits core

ELEC1161	Fundamentals of Electricity I 3 credits
ELEC1164	Fundamentals of Electricity II 3 credits
ELEC1165	Analog Electronics 3 credits
ELEC2163	Linear Integrated Circuits 3 credits
ELEC2165	Signals & Controls 3 credits
ELEC2166	Industrial Electronics Circuits 3 credits
ELEC2167	Machines and Controls 3 credits
ELEC2168	Programmable Logic Controllers 3 credits
ELEC2169	Technical Thesis 3 credits
ELEC2361	Process Measurements I 3 credits
ELEC2363	Process Measurements II 3 credits
ELEC2364	Process Controls I 3 credits
ELEC2365	Process Controls II 3 credits
ENGI1161	Shop Practice 3 credits
DRAF1165 or ENGI1165	Engineering Graphics 3 credits
ENGI1168 or ENGI2103	Fluid Mechanics or Engineering Economics 3 credits

ENGI2167 / ELEC2403 Engineering Digital Logic 3 credits

PHYS1101 or PHYS1104 Elements of Physics or General Physics 3 credits

18 credits chosen from the following

ELEC3161 Embedded Operating Systems 3 credits

ELEC3163 Digital Signal Processing 3 credits

ELEC3164 Microelectronics Design Tools 3 credits

ELEC3165 Applied Integrated Circuit Systems 3 credits

ELEC3166 Applied Wireless Systems 3 credits

ELEC3167 Medical Instrumentation 3 credits

ELEC3737 Selected Topics in Electronics 3 credits

12 credits of Mathematics

Choose either: MATH1107, MATH1208, MATH2104 and MATH2205 or MATH1105 and MATH1206. If students choose MATH1105 and MATH1206, an additional 6credits of electives must be earned. 12 credits

6 credits of recommended electives

Students may select DRAF1163, any 3 credits from the approved BENG writing elective list, or any Electrical course at the 4000 level.

THREE -YEAR DEGREE (102 credits)

This degree format ALSO earns students the

Electrical Engineering Technology Diploma (Instrumentation & Controls)

Year One (Fall/Winter)

Writing elective Elective

COMP1163 Computer Applications

DRAF1163 Industrial Applications of Drafting

ELEC1161 Fundamentals of Electricity I

ELEC1164	Fundamentals of Electricity II
ELEC1165	Analog Electronics
ENGI1161	Industrial Safety and Applied Shop Practices
ENGI1165	Engineering Graphics
MATH1107	Math I
MATH1208	Math II
PHYS1101	Elements of Physics I
PHYS1201	Elements of Physics II

Year Two (Fall/Winter)

ENGI2167 / ELEC2403	Engineering Digital Logic
ELEC2163	Linear Integrated Circuits
ELEC2166	Industrial Electronic Circuits
ELEC2167	Machines and Controls
ELEC2168	Programmable logic Controllers
ELEC2169	Technological Thesis
ELEC2361	Process Measurements I
ELEC2363	Process Measurements II
ELEC2364	Process Controls I
ELEC2365	Process Controls II
MATH2104	Math III
MATH2205	Math IV

Students wishing to start their careers early may choose to graduate with a diploma in *Electrical Engineering Technology (Instrumentation and Controls)* after successfully completing all courses to this point.

Year Three (Fall/Winter)

ELEC2165	Signals & Controls

ELEC3161	Embedded Operating Systems
ELEC3163	Digital Signal Processing
ELEC3164	Microelectronic Design Tools
ELEC3165	Applied Integrated Circuit Systems
ELEC3166	Applied Wireless Systems or ELEC3167 (Medical Instrumentation)
ELEC3737	Selected Topics
ENGI2103	Technical Engineering Economics
OR	
ENGI1168	Fluid Mechanics
Electives	6 credits

Post Degree Option (42 credits)

To earn a Bachelor of Engineering Technology (Electronics & Controls) Post Degree, the following courses are required.

The following courses are mandatory

1.ELEC 2163 Linear Integrated Circuits

2. ELEC 2165 Signal Processing

3. ELEC 2168 PLC

4. ELEC 3161 Embedded Operating Systems

5. ELEC 3163 Digital Signal Processing

6. ELEC 3164 Micro Electronic Design Tools

7.ELEC 3165 Applied Integrated Circuit Systems

8. ELEC 3167 Medical Instrumentation

Any two of the following three (3)

1. ENGI 2103 Engineering Economics

2. ELEC 2364 Control Systems 1

3. ELEC 3166 Applied Wireless Systems

Any two of the following six (6)

1.ELEC 2361 Process Measurement 1

2.ELEC 2403 Pulse and Digital

3. ELEC 3737 Selected Topics

4. ELEC 4103 Advanced PLC

5. ELEC 4104 Analytical Instrumentation

6. ELEC 4105 Electromechanical Devices

Any two of the following seven (7)

1. DRAF 1163 or DRAF 1165 Industrial Applications of Drafting or Engineering Graphics

2.ELEC 2167 Machines and Controls

3. ELEC 2166 Industrial Electronics

4.ELEC 2169 Technical Thesis

5.ELEC 4101 Control Systems 3

6. ELEC 4106 Electronic Control Systems

7. ELEC 4107 Power Systems

Transfer Credit:

CBU has an agreement with many colleges which results in transfer credit being given to specified Engineering Technology Diploma graduates, such that as few as 36 credits from CBU would be required to complete the BET Degree program. Prospective students are encouraged to contact their college for information on the agreement with CBU, or contact CBU directly. Where no agreement exists, individual consideration will be given to possible transfer credits. In any case, however, residency requirements must still be met.

CBU has an agreement with the NSCC that allows entry into year two of the Electrical Technology Diploma Program for graduates of related Technician programs. Prospective students are encouraged to contact their college for information on the agreement with CBU or to contact CBU directly.

Electives:

Selection of all electives must be done through prior consultation with a faculty advisor from the program.

Graduation Requirement:

Residence Requirements: Graduation with the degree (or diploma) normally requires that the student take a minimum of 50% of the program's required courses from CBU. CBU distance courses can be included to meet the residency requirements. Some joint programs, such as the articulation agreements previously noted in the Transfer Credit section, may allow special circumstances which differ from this minimum.

In the three year degree or two year diploma formats, a minimum of all courses in the program (or approved equivalent) must be completed to be eligible for graduation. Graduation with a co-op designation requires successful completion of a minimum of two co-op work terms.

Note: Sequencing of some courses may vary from the format shown above. Students should consult current timetables for scheduling details

Program Requirements - Bachelor of Engineering Transfer Program (Engineering Diploma)

Year 1

<u>Courses Required</u> (For all options)

CHEM-1104	General Chemistry I
CHEM-1105	General Chemistry II
ENGI-1101	Technical Writing for Engineers
ENGI-1165	Engineering Graphics
ENGI-1167	Engineering Statics
MATH	[1](MATH1105/MATH1206 or [2] MATH1101/MATH1203/MATH1206)
MATH-1116	Introduction to Computing with C++
MATH - 2301	Linear Algebra I
PHYS-1104	General Physics I
PHYS-1204	General Physics II
3 credits	Writing Elective[3]

Notes:

Cape Breton University Academic Calendar

The Calculus Readiness Test must be written prior to MATH1105 or MATH1101 registration to determine the appropriate Math stream.

(See Calendar of Events in the CBU Academic Calendar for test dates.) http://www.cbu.ca/academics/school-science-and-technology/calculus-readiness

- [1]MATH1105/MATH1206 is Differential and Integral Calculus I & II.
- [2]MATH1101/MATH1203/1206 is Calculus with Elementary Functions and Geometry I & II.
- [3]See list of acceptable writing electives below

Engineering Diploma, Year 2

Courses Required (For all options)

ENGI-2101	Engineering Economics
ENGI-2135	Engineering Design/Graphics
ENGI-2166	Engineering Electric Circuits
ENGI-2171	Thermo-Fluid Engineering I
MATH-2106	Elementary Mathematical Statistics I
MATH-2109	Multivariate Calculus
MATH-2208	Differential Equations I
3 credits	Writing Elective[3]

Plus 3 Discipline Specific Courses as Indicated Below:

Chemical Engineering

CHEM-2301	Organic Chemistry
ENGI-2165	Fundamentals of Chemical Engineering
ENGI-2173	Thermo-Fluid Engineering II

Electrical Engineering

ENGI-2167	Engineering Digital Logic
ENGI-2168	Circuit Analysis

MATH-1217 Data Structure

Environmental/Civil/ Resources Engineering

GEOL-2101 Engineering Geology

ENGI-2169 Engineering Mechanics of Deformable Bodies

ENGI-2173 Thermo-Fluid Engineering II

Industrial Engineering

MATH-1217 Data Structure

ENGI-2111 Modelling and Optimization for Engineers

3 credits from; ENGI-2167, ENGI-2168, ENGI-2165, ENGI-2169, ENGI-2163, ENGI-2173,

GEOL-2101, CHEM-2301

Mechanical Engineering

ENGI2163 Dynamics

ENGI2173 Thermo-Fluid Engineering II

ENGI2169 Engineering Mechanics of Deformable Bodies

CBU/ Dalhousie University BEng Writing Elective Guidelines

*This list is subject to change and was most recently revised April 13, 2022.

The two objectives of the BEng writing electives are:

1. To introduce the engineering student to ways of thinking in the humanities and social sciences, and
2. To enhance the written communication skills of engineering students.

The following courses are acceptable for the BEng writing electives:

- **COMM 2175**: Issues in Media Studies
- **DRAM 2101**: Introduction to Acting
- **ENGL 1104**: Reading and Writing about Industry and the Economy
- **ENGL 1106**: Introduction to Literature: Literary Prose
- **ENGL 1107**: Reading and Writing about Media and Culture
- **ENGL 1108**: Introduction to Literature: Poetry and Drama
- **ENGL 1109**: Reading and Writing about Science
- **ENGL 2604**: Film Form and Style
- **ENGL 2605**: Film Genre and Authorship
- **FOLK 2101**: Cultural Heritage of Cape Breton
- **FOLK 2109**: Material Culture
- **FOLK 2401**: Folk Literature
- **FOLK 2406**: Vernacular Architecture
- **GWST/HIST/RELS 2193**: Women in Eastern Religious Tradition
- **HIST/COMM 2116**: History Goes to the Movies
- **HIST 2117**: America: Freedom and Empire
- **HIST 2133**: The History Workshop
- **MIKM 1161:** Introduction to Indigenous Studies
- **MIKM 2106**: Indigenous Musics: North America
- **MUSI 1101**: Experiencing Music
- **MUSI 2101**: Music and Culture
- **MUSI 2106**: Introducing Dance
- **PHIL/RELS 2109**: The Existence of God
- **PHIL 2115**: Ethics and the Law
- **PHIL 2221**: Science and Society
- **PHIL 2223**: Technology and Society
- **POLS 2117**: Children's Rights
- **RELS 2143**: Religion and Popular Culture

PUBH1101 Cell Processes and Environmental Effects
PUBH1104 Physical Agents & Their Health Effects

- **RELS 2191**: Women in Western Religious Tradition

If a student wishes to take a course that is not on the above list, they must receive approval from the Director of Engineering *and* the Dean of Science and Technology.

Note that COMM 1103 COMM 1105 and first year PHIL, HIST and POLS courses no longer count as writing electives.

Please contact Helen Xia (helen_xia@cbu.ca) or Allison Mackie (allison_mackie@cbu.ca) for more information or to begin the approval process.

Program Requirements - Bachelor of Health Sciences (Public Health)

Four-Year Program (120 credits)

Year One (Fall/Winter)

CHEM1101 or CHEM1104 General Chemistry

MATH1107 Math I

Writing elective 3 credit - COMM/ENGL recommended, other writing course accepted

PUBH2104 Anatomy and Physiology

MATH1109 Statistics I

PUBH3103 Public Health Administration

Writing elective 3 credits - COMM/ENGL recommended, other writing course accepted

Free Elective

Year Two (Fall/Winter)

MICR2101 Introductory Microbiology

PUBH2108 Engineering Issues in Public Health

PUBH2107 Emergency Preparedness

PUBH4105 Occupational Health and Safety Legislation

GEOL3101 Hydrogeology

PUBH3101 Food Hygiene

PUBH4111 Integrated Pest Management

PUBH3106 Epidemiology

Science/Technology Elective

Free Elective

Year Three (Fall/Winter)

PUBH1103 Issues in Public Health

PUBH2103 Public Health Law

PUBH2105 Public Health Inspection

PUBH3105 Public Health Ethics

PUBH4107 Quality & Environmental Project Mgt

ENVI2163 Occupational Hygiene

PUBH 3108 Public Heath Inspection II

PUBH4103 Communicable Disease Control

PUBH4104 Food Borne Disease

Free Elective

Year Four (Fall/Winter)

PUBH2106 Food Quality

PUBH3104 Toxicology

PUBH4108 Biocontaminants in Indoor Environments

PUBH4109 Waste Management

Cape Breton University Academic Calendar

PUBH2101 Municipal Services

PUBH4101 Health Risk Assessment

PUBH4106 Public Health Education

NUTR1101 Community Nutrition

Free Electives x 2 (6 credits total)

The four-year program is available to secondary school graduates and is composed of 40 term courses. Upon completion of this program, students are academically eligible to apply to take the national certification examinations leading to the credential Certified Public Health Inspector (Canada) CPHI(C). An appropriate 12-week practicum is also a requirement for certification. Compliance with CIPHI practicum criteria and other certification requirements is a student responsibility, and does not lie with CBU.

Two-Year Accelerated Post Diploma/Degree Format

Year One (Fall/Winter)

PUBH1103 Issues in PH

PUBH2103 Public Health Law

PUBH2105 Public Health Inspection

PUBH3105 Public Health Ethics

PUBH4105 Occupational Health and Safety Legislation

PUBH4107 Quality & Environmental Project Management

ENVI2161 / PUBH-3108 Air Pollution / Public Health Inspection

ENVI2163 Occupational Hygiene

PUBH3101 Food Hygiene

PUBH3103 Public Health Administration

PUBH3106 Epidemiology

PUBH4104 Food Borne Disease

Year Two (Fall/Winter)

PUBH2106 Food Quality

PUBH2107 Emergency Preparedness

PUBH2108 Engineering Issues in PH

PUBH3104 Toxicology

PUBH4108 Biocontaminants in Indoor Environments

PUBH4109 Waste Management

GEOL3101 Hydrogeology

PUBH2101 Municipal Services

PUBH4101 Health Risk Assessment

PUBH4103 Communicable Disease Control

PUBH4106 Public Health Education

PUBH4111 Integrated Pest Management

An average of 60% must be achieved in the 24 courses listed in the two-year option. Graduates are eligible to receive a Bachelor of Health Sciences (Public Health) degree.

Upon completion of this program, students are academically eligible to apply to take national certification examinations leading to the credential Certified Public Health Inspector (Canada) - CPHI(C). An appropriate 12-week practicum is also a requirement for certification. Compliance with CIPHI practicum criteria and other certification requirements is a student responsibility and does not lie with CBU.

Related Electives

Within the four-year program, there are opportunities for free electives and science/technology electives. Delivered within the department are two occupational health and safety related electives that may be taken by students either on campus or via distance online learning. They are: PUBH3107 Fire, Safety and Security, PUBH4113 Safety Systems

One-year Professional Degree Completion Format

Students who already hold the CPHI(C) credential are eligible to receive the Bachelor of Health Sciences (Public Health) degree upon completion of the 12 term courses below, offered via distance education (online). Two of these courses

are offered in each term by rotation, requiring a minimum of six terms (24 months) to complete the program.

PUBH2107 Emergency Preparedness

PUBH3103 Public Health Administration

PUBH3104 Toxicology

PUBH3105 Public Health Ethics

PUBH3106 Epidemiology

PUBH4101 Health Risk Assessment

PUBH4103 Communicable Disease Control

PUBH4105 Occupational Health and Safety Legislation

PUBH4106 Public Health Education

PUBH4107 Quality and Environmental Project Mgt

PUBH4109 Waste Management

PUBH4111 Integrated Pest Management

Program Requirements - Bachelor of Hospitality and Tourism Management

Bachelor of Hospitality and Tourism Management (BHTM) –

Program Revised November 2010

Year One: Fall Term (September- December)

HATM1501 Introduction to Food Theory and Nutrition

HATM1504 Tourism in Canada

ACCT1203 Intro to Accounting I

*Non-Discipline Elective (3 credits)

English (3 credits)

Winter Term (January-April)

HATM1503 Restaurant Operation and Service

HATM1506 Intro to Tourism Marketing

ACCT1204 Intro to Accounting II

Communication (3 credits)

*Non-Discipline Elective (3 credits)

Spring/Summer HATM2999 Industry Internship I

Year Two: Fall Term (September-December)

HATM3505 Tourism Law

HATM3504 Resort/Facilities Management and Maintenance

MGMT2604 Intro to Organizational Behaviour

MATH1215 / MGSC1108 Descriptive and Basic Inferential Statistics/ Statistics

*Non-Discipline Elective (3 credits)

Winter Term (January-April)

HATM3503 Meetings and Convention Management

MGMT2605 Human Resource Management

MGMT3607 International Business

ECON1101 Principles of Microeconomics

*Non-Discipline Elective (3 credits)

Spring/Summer HATM3999 Hospitality/Tourism Internship II

Year Three: Fall Term (September- December)

HATM3125 Tourism Operations Planning

HATM3509 International Tourism Management

MGMT4606 Tourism Management I

Open Elective (3 credits)

*Non-Discipline Elective (3 credits)

Winter Term (January-April)

MGMT4607 Tourism Strategy

HATM3508 Destination Management and Marketing

Open Elective (3 credits)

Open Elective (3 credits)

*Non-Discipline Elective (3 credits)

* 9 credits of electives must be at the 2000 level or higher

Program Requirements - Bachelor of Science in Human Nutrition (Transfer)

YEAR I

BIOL1101 Cell and Molecular Biology I

BIOL2203 Human Anatomy

CHEM1104 General Chemistry I

CHEM1105 General Chemistry II

MATH1109 Introductory Statistics I

NUTR1101 Community Nutrition or a non-Nutrition elective or additional Statistics course*

NUTR2107 Introduction to Sport Nutrition or a non- Nutrition elective*

**Humanities or Social Science (9 credits required)

YEAR II

BIOL3203 Human Physiology

CHEM2301 Introduction to Organic Chemistry I

CHEM2601 Introduction to Biochemistry I

*MGMT1601 or MGMT2604 Introduction to Business or Organizational Behaviour

MICR2101 Introductory Microbiology

NUTR2104 Introduction to Nutrition

***NUTR2106 Principles of Nutrition in Human Metabolism

**Humanities or Social Science (9 credits required)

Please Note:

*Students entering into the Bachelor of Science in Human Nutrition (transfer) option must contact Dr. Edward Barre for advising. Please contact his office at (902) 563-1921: or by email; Ed_Barre@cbu.ca

** Humanities: English, French, History, Religious Studies, Philosophy, Spanish, Celtic Studies.

** Social Sciences: Anthropology, Sociology, Psychology, Economics, Political Science.

** Students are required to have 12 credits (6 + 6 pair of social science - ie. 6 credits of 1000 level psychology plus another 6 credits of a different psychology at 2000 level or above) plus 6 credits of humanities or 12 credits of a humanities (6+6 pair of humanities) e.g. 6 credits of philosophy the 1000 level plus another 6 credits of a different philosophy at the 2000 level or above) plus 6 credits of a social sciences prior to entering their third year at another specified university. Students may choose from either 6 credit or 3 credit courses.

Students must be counselled by Dr. Barre before choosing any Humanities or Social Science course.

Students are responsible for ensuring that they have taken the pre-requisite course(s) for all CBU courses required for the Nutrition transfer option, prior to attempting to register for any such courses requiring one or more pre-requisite course(s).

MICR2101 - Introduction to Microbiology

Offered in 2nd year of programme. Students are advised to register for MICR2101 for the Winter (Jan-April) term.

BIOL2203 and BIOL3203 *Human Anatomy* and *Human Physiology* Students are strongly encouraged to register for BIOL2203 and BIOL3203 as soon as possible.

Program Requirements - Bachelor of Science Nursing with Advanced Major

Degree Requirements to Qualify for a BScN with advanced major, candidates must have:

- Been admitted to the advance major option;
- Earned a general average of at least 70% in each of the final four semesters;
- Earned a grade of at least 70% in each NRSG course in each year;
- Fulfilled the course requirements of the department and satisfied the seminar/independent practice requirements;
- Received no nursing alert in the four years.

A student who fails to meet the required average may qualify for the general degree

Program Requirements - Bachelor of Engineering Technology (Environmental Studies)

Three-Year Degree 105 credits

Program updated April 4, 2023 (Students beginning program September 2023)

Year One (Fall/Winter)

CHEM-1104	General Chemistry I
CHEM-1105	General Chemistry II
DRAF-1163	Industrial Applications of Drafting
DRAF-1165	Engineering Graphics
ENGI-1168	Fluid Mechanics
ENGI-2133	Environmental Engineering (2021)
MATH-1107	Math I
MATH-1208	Math II
PHYS-1101	Elements of Physics I
PHYS-1201	Elements of Physics II
PUBH-1101	Cell Processes and Environmental Effects
Writing	Elective (see list)

Year Two (Fall/Winter)

CHEM-2404	Environmental Chemistry
COMP-1163	Computer Applications
ENGI-1161	Industrial Safety and Applied Shop Practices
ENGI-2103	Technical Engineering Economics
ENGI-2107	Water and Wastewater (2021)
ENVI-2161	Air Pollution
ENVI-2134	Solid Waste MGMT (2021)
ENVI-3134	Management of Technical Innovation I
GEOL-2101	Engineering Geology

GEOL-3101	Hydrogeology
MICR-2101	Introductory Microbiology
MICR-3103	Environmental Microbiology

Year Three (Fall/Winter)

ENGI-3101	Technical Project Management
ENVI-3131	Environmental Impact Assessment I
ENVI-3133	Environmental Impact Assessment II
ENVI-3136	Engineering for Sustainable Development I
ENVI-3137	Engineering for Sustainable Development II
ENVI-3138	Environmental Auditing
ENVI-3139	Environmental Sampling
ENVI-3141	Remediation Techniques
ENVI-3831	Environmental Research Project
XXX	Elective
XXX	Elective

Courses in terms five and six, as well as some electives, may be taken by distance (online).

List of approved technical electives

BIOL2503	Principles of Ecology
ENGI-4101	GIS Systems and Mapping
ENVI-2163	Occupational Hygiene
PETR-2131	Marine, Environnmental Protection Loss and Control
PETR-4101	Health Safety & Environmental Issues
PUBH-4101	Risk Assessment in Public Health

ADVANCED STANDING POST DIPLOMA FORMAT (36 CREDITS)

Cape Breton University Academic Calendar

Program updated April 4, 2023 (Students beginning program September 2023)

Students who have a qualifying Diploma are required to complete 36 credits of specified course loading. Students should consult the Engineering Department for detailed course advising.

Students must take all nine courses (27 credits) listed below. Alternate credits will be required for student who may have completed any of the required credits as part of their previous bachelor's degree. The remaining credits (9 credits) should be selected from the choices listed below.

ENGI-2103	Engineering Economics
ENGI-2133 or ENGI-3136	Environmental Engineering/ Sustainable Development I
ENVI-2134	Solid Waste Management
ENVI-3131	Environmental Impact Assessment I
ENVI-3133	Environmental Impact Assessment II
ENVI-3137	Engineering for Sustainable Development II
ENVI-3138	Environmental Auditing
ENVI-3831	Research Project
ENVI-3101	Project Management

9 credits of electives.chosen from the following:

ENVI-2161	Air Pollution
ENVI-2163	Occupational Hygiene
ENVI-3134	Innovation
ENVI-3139	Environmental Sampling
ENVI-3141	Remediation
ENGI--2107	Water and Wastewater Treatment

ADVANCED STANDING POST DEGREE FORMAT (42 CREDITS)

Cape Breton University Academic Calendar

Students who have a qualifying Bachelor's Degree are required to complete the following course loading. Students must take all 9 courses (27 credits) listed below. Alternate credits will be required for students who may have completed any of the required credits as part of their previous Bachelor degree.

ENVI-2161	Air Pollution
ENVI-3131	Environmental Impact Assessment I
ENVI-3133	Environmental Impact Assessment II
ENVI-3134	Management of Technological Innovation
ENVI-3137	Engineering for Sustainable Development
ENVI-3138	Environmental Site Assessment
ENVI-3831	Senior Project
ENGI-2133	Environmental Engineering (2021)
PUBH-4101	Risk Assessment

From the courses listed below, the student must also choose any 5 courses (15 credits). Alternate credits will be required for students who may have completed any of the required credits as part of their previous Bachelor degree.

CHEM-2404	Environmental Chemistry
DRAF1163/1165	Applied AutoCAD or Engineering Graphics
ENGI-2103	Engineering Economics
ENGI-1168	Fluid Mechanics
ENGI-4101	Geographical Information Systems
ENVI-2163	Occupational Hygiene
GEOL-2101	Engineering Geology
GEOL-3103	Petroleum Geology
PETR-2131	Marine Environmental Protection
PETR-4101	Health Safety and the Environment
ENGI-2107	Water and Wastewater (2021)
ENVI-2134	Solid Waste MGMT (2021)

PUBH-4107 Environmental Project Management

Program updated April 4, 2023 (Students beginning program September 2023)

Required Courses (36 credits)

ENVI-2134	Solid Waste Management
ENVI-2161	Air Pollution
ENVI-3131	Environmental Impact Assessment I
ENVI-3133	Environmental Impact Assessment II
ENVI-3137	Engineering for Sustainable Development
ENVI-3138	Environmental Site Assessment
ENVI-3139	Environmental Sampling
ENVI-3141	Remediation Techniques
ENVI-3831	Senior Project
ENGI-2133	Environmental Engineering
ENGI-2107	Water and Wastewater
ENGI-3101	Technical Project Managment

Choose 6 credits of Approved Electives from the following:

ENGI-2103	Technical Engineering Economics
BIOL-2503	Principles of Ecology
GEOL-2101	Engineering Geology
GEOL-3101	Hydrogeology
CHEM-2404	Environmental Chemistry
ENVI-2163	Occupational Hygiene
ENVI-3134	Management of Technology Innovation I
ENVI-3136	Engineering for Sustainable Development
PETR-2131	Marine Environmental Protection Loss Control
PETR-4101	Health Safety and Environmental Issues
PUBH-4101	Health Risk Assessment

Note: BET courses are offered on a fixed schedule. Some courses not in the mandatory list may cause conflicts in scheduling so not all optional courses may be available. Students are advised to consult the current timetable when making optional course selections to avoid any potential schedule conflicts.

Transfer Credit:

CBU has an agreement with many colleges which results in transfer credit being given to specified Engineering Technology Diploma graduates, such that as few as 36 credits from CBU would be required to complete the BET Degree program. Prospective students are encouraged to contact their college for

information on the agreement with CBU or to contact CBU directly. Where no agreement exists, individual consideration will be given to possible transfer credits. In any case, however, residency requirements must still be met.

Electives:

Selection of all electives must be done through prior consultation with a faculty advisor from the program.

Graduation requirement:

Residence requirements: Graduation with the degree (or diploma) normally requires that the student take a minimum of 50% of the program's required courses from CBU. CBU distance courses can be included to meet the residency requirements. Some joint programs, such as the articulation agreements previously noted in the Transfer Credit section, may allow special circumstances which differ from this minimum.

For this three year program, a minimum of all courses in the program (or approved equivalent) must be completed to be eligible for graduation.

Note: Sequencing of some courses may vary from the format shown above. Students should consult current timetables for scheduling details.

Program Requirements - Bachelor of Engineering Technology (Environmental Studies)

Three-Year Degree 105 credits

Program updated April 4, 2023 (Students beginning program September 2023)

Year One (Fall/Winter)

CHEM-1104 General Chemistry I

CHEM-1105	General Chemistry II
DRAF-1163	Industrial Applications of Drafting
DRAF-1165	Engineering Graphics
ENGI-1168	Fluid Mechanics
ENGI-2133	Environmental Engineering (2021)
MATH-1107	Math I
MATH-1208	Math II
PHYS-1101	Elements of Physics I
PHYS-1201	Elements of Physics II
PUBH-1101	Cell Processes and Environmental Effects
Writing	Elective (see list)

Year Two (Fall/Winter)

CHEM-2404	Environmental Chemistry
COMP-1163	Computer Applications
ENGI-1161	Industrial Safety and Applied Shop Practices
ENGI-2103	Technical Engineering Economics
ENGI-2107	Water and Wastewater (2021)
ENVI-2161	Air Pollution
ENVI-2134	Solid Waste MGMT (2021)
ENVI-3134	Management of Technical Innovation I
GEOL-2101	Engineering Geology
GEOL-3101	Hydrogeology
MICR-2101	Introductory Microbiology
MICR-3103	Environmental Microbiology

Year Three (Fall/Winter)

ENGI-3101	Technical Project Management
ENVI-3131	Environmental Impact Assessment I
ENVI-3133	Environmental Impact Assessment II
ENVI-3136	Engineering for Sustainable Development I
ENVI-3137	Engineering for Sustainable Development II
ENVI-3138	Environmental Auditing
ENVI-3139	Environmental Sampling
ENVI-3141	Remediation Techniques
ENVI-3831	Environmental Research Project
XXX	Elective
XXX	Elective

Courses in terms five and six, as well as some electives, may be taken by distance (online).

List of approved technical electives

BIOL2503	Principles of Ecology
ENGI-4101	GIS Systems and Mapping
ENVI-2163	Occupational Hygiene
PETR-2131	Marine, Environnmental Protection Loss and Control
PETR-4101	Health Safety & Environmental Issues
PUBH-4101	Risk Assessment in Public Health

ADVANCED STANDING POST DIPLOMA FORMAT (36 CREDITS)

Program updated April 4, 2023 (Students beginning program September 2023)

Students who have a qualifying Diploma are required to complete 36 credits of specified course loading. Students should consult the Engineering Department for detailed course advising.

Students must take all nine courses (27 credits) listed below. Alternate credits will be required for student who may have completed any of the required credits as part of their previous bachelor's degree. The remaining credits (9 credits) should be selected from the choices listed below.

ENGI-2103	Engineering Economics
ENGI-2133 or ENGI-3136	Environmental Engineering/ Sustainable Development I
ENVI-2134	Solid Waste Management
ENVI-3131	Environmental Impact Assessment I
ENVI-3133	Environmental Impact Assessment II
ENVI-3137	Engineering for Sustainable Development II
ENVI-3138	Environmental Auditing
ENVI-3831	Research Project
ENVI-3101	Project Management

9 credits of electives.chosen from the following:

ENVI-2161	Air Pollution
ENVI-2163	Occupational Hygiene
ENVI-3134	Innovation
ENVI-3139	Environmental Sampling
ENVI-3141	Remediation
ENGI--2107	Water and Wastewater Treatment

ADVANCED STANDING POST DEGREE FORMAT (42 CREDITS)

Students who have a qualifying Bachelor's Degree are required to complete the following course loading. Students must take all 9 courses (27 credits) listed below. Alternate credits will be required for students who may have completed any of the required credits as part of their previous Bachelor degree.

ENVI-2161	Air Pollution
ENVI-3131	Environmental Impact Assessment I
ENVI-3133	Environmental Impact Assessment II
ENVI-3134	Management of Technological Innovation

ENVI-3137	Engineering for Sustainable Development
ENVI-3138	Environmental Site Assessment
ENVI-3831	Senior Project
ENGI-2133	Environmental Engineering (2021)
PUBH-4101	Risk Assessment

From the courses listed below, the student must also choose any 5 courses (15 credits). Alternate credits will be required for students who may have completed any of the required credits as part of their previous Bachelor degree.

CHEM-2404	Environmental Chemistry
DRAF1163/1165	Applied AutoCAD or Engineering Graphics
ENGI-2103	Engineering Economics
ENGI-1168	Fluid Mechanics
ENGI-4101	Geographical Information Systems
ENVI-2163	Occupational Hygiene
GEOL-2101	Engineering Geology
GEOL-3103	Petroleum Geology
PETR-2131	Marine Environmental Protection
PETR-4101	Health Safety and the Environment
ENGI-2107	Water and Wastewater (2021)
ENVI-2134	Solid Waste MGMT (2021)
PUBH-4107	Environmental Project Management

Program updated April 4, 2023 (Students beginning program September 2023)

Required Courses (36 credits)

ENVI-2134	Solid Waste Management

ENVI-2161	Air Pollution
ENVI-3131	Environmental Impact Assessment I
ENVI-3133	Environmental Impact Assessment II
ENVI-3137	Engineering for Sustainable Development
ENVI-3138	Environmental Site Assessment
ENVI-3139	Environmental Sampling
ENVI-3141	Remediation Techniques
ENVI-3831	Senior Project
ENGI-2133	Environmental Engineering
ENGI-2107	Water and Wastewater
ENGI-3101	Technical Project Managment

Choose 6 credits of Approved Electives from the following:

ENGI-2103	Technical Engineering Economics
BIOL-2503	Principles of Ecology
GEOL-2101	Engineering Geology
GEOL-3101	Hydrogeology
CHEM-2404	Environmental Chemistry
ENVI-2163	Occupational Hygiene
ENVI-3134	Management of Technology Innovation I
ENVI-3136	Engineering for Sustainable Development
PETR-2131	Marine Environmental Protection Loss Control
PETR-4101	Health Safety and Environmental Issues
PUBH-4101	Health Risk Assessment

Note: BET courses are offered on a fixed schedule. Some courses not in the mandatory list may cause conflicts in scheduling so not all optional courses may be available. Students are advised to consult the current timetable when making optional course selections to avoid any potential schedule conflicts.

Transfer Credit:

CBU has an agreement with many colleges which results in transfer credit being given to specified Engineering Technology Diploma graduates, such that as few as 36 credits from CBU would be required to complete the BET Degree program. Prospective students are encouraged to contact their college for information on the agreement with CBU or to contact CBU directly. Where no agreement exists, individual consideration will be given to possible transfer credits. In any case, however, residency requirements must still be met.

Electives:

Selection of all electives must be done through prior consultation with a faculty advisor from the program.

Graduation requirement:

Residence requirements: Graduation with the degree (or diploma) normally requires that the student take a minimum of 50% of the program's required courses from CBU. CBU distance courses can be included to meet the residency requirements. Some joint programs, such as the articulation agreements previously noted in the Transfer Credit section, may allow special circumstances which differ from this minimum.

For this three year program, a minimum of all courses in the program (or approved equivalent) must be completed to be eligible for graduation.

Note: Sequencing of some courses may vary from the format shown above. Students should consult current timetables for scheduling details.

Program Requirements – Bachelor of Social Work

The structure of this degree program will require the completion of 60 credits over four terms.

Completion of an undergraduate degree is required for admission into the BSW Program.

Term 1 Fall (15 credits)

SWRK-4201 - Foundations of Social Work (3 credits)

SWRK-4203 - Social Policy and Social Welfare in Canada (3 credits)

SWRK-4204 - Human Behaviour in Social Environments I (3 credits)

SWRK-4205 - Decolonizing Social Work: A Two-Eyed Seeing Perspective (3 credits)

SWRK-4206 - Diversity & Oppression (3 credits)

Term 2 Winter (15 credits)

SWRK-4207 - Generalist Social Work Practice I (3 credits)

SWRK-4208 - Child Welfare Policy and Strengths-Based Approaches to Child Welfare (3 credits)

SWRK-4209 - Human Behaviour in Social Environments II (3 credits)

SWRK-4890 - Field Practicum I -250 hours (6 credits)

Term 3 Spring (15 credits)

SWRK-4211 - Generalist Social Work Practice II (3 credits)

SWRK-4211 - Social Justice & Advocacy (3 credits)

SWRK-4214 - Community Engaged Research (3 credits)

SWRK-4215 - Organizations & Community Practice (3 credits)

CHOOSE ONE ELECTIVE (3 credits)

SWRK-4505 - Indigenous People's Psychology: Holistic Health and Healing (3 credits)

SWRK-4504 - Applied Mental Health Support (3 credits)

SWRK-4533 - Issues in Children's Rights (3 credits)

Term 4 Fall (15 credits)

SWRK-4899 - Field Practicum II- 450 hours (9 credits)

SWRK-4893 - Field Practicum Seminar (3 credits, dual mode)

CHOOSE ONE ONLINE ELECTIVE (3 credits)

SWRK-4507 - Indigenous Perspectives on Health and Healing (3 credits)

SWRK-4508 - Mental Health Promotion in Social Work (3 credits)

SWRK-4506 - Gerontology -Interdisciplinary Perspectives on Aging (3 credits)

Embedded Certificate Options:

Embedded certificate options (15 credits) in Mental Health Promotion in Social Work or Indigenous Perspectives in Social Work are achieved by bundling identified electives in Terms 3 & 4 with final field placement in a related area of practice (SWRK-4899).

Mental Health Promotion in Social Work (15 credits)

SWRK-4504 - Applied Mental Health Support (3 credits)

SWRK-4508 - Mental Health Promotion in Social Work (3 credits)

SWRK-4899 - Field Practicum II- 450 hours (9 credits)

Indigenous Perspectives in Social Work (15 credits)

SWRK-4505 - Indigenous People's Psychology: Holistic Health and Healing (3 credits)

SWRK-4507 - Indigenous Perspectives on Health and Healing (3 credits)

SWRK-4899 - Field Practicum II- 450 hours (9 credits)

Grade requirements and Failure to Progress:

The pass mark in all social work courses is 65%.

Students who fail to meet the pass mark in social work courses will be designated as a Failure to Progress (FTP). A student who fails to progress may be permitted to repeat the course/courses the next time it is offered in the timetable or through a tutorial. A student can receive the maximum of two failures to progress before being dismissed from the program.

Field Practicum is a Pass/Fail course and is exempt from tutorial requests. Failure of Field Practicum I or II may result in dismissal from the program.

If a student is dismissed from the program, they may reapply to the program after one year. Readmission to the program is not guaranteed. If a student is readmitted to the BSW program, and a subsequent failure to progress transpires, the student will be permanently dismissed from the program with no option for reapplication.

Internal and External transfer credits:

External Transfer

CBU welcomes all students, past, and current with an interest in continuing their education. If you have completed social work courses at another accredited and recognized post-secondary institution, you may be able to transfer those courses to CBU. Credit from other Field Practicum courses cannot be transferred in to the BSW program at CBU.

In order to be eligible for admission into the BSW program, students must have completed an undergraduate degree (minimum of a 90-credit degree). A maximum of 6-12 credits of social work courses may be considered toward the BSW program.

Due to the unique nature of the BSW curriculum as it relates to rural and indigenous competencies, students may not be able to transfer credits from another institution's BSW program. Transfer credit will be given on a case-by-case basis as deemed appropriate by the BSW Program Director in consultation with the Dean of the School of Arts and Social Sciences.

Internal Transfer

Current students enrolled at CBU may also be eligible to transfer internal credits in a situation where a CBU student has taken a cross-listed undergraduate course which is part of the BSW curriculum. A maximum of 6 credits may be considered for transfer. Such applications will be considered on a case-by-case basis by the BSW Program Director in consultation with the Dean and Registrar’s Office and may involve additional academic or financial requirements.

Cape Breton University Academic Calendar

Program Requirements - BTI (Network Management Stream)

The following course template represents the standard pattern through the degree program. The year one through year three course requirements listed below are common to both the BTI (Information Management) and BTI (Network Management) concentrations.

Year One

ITEC1501	Computer Programming I
ITEC1503	Operating Systems I
ITEC1504	Information Systems
ITEC1505	PC Hardware Fundamentals
ITEC1506	Introduction to Network Management
ITEC1507	Internet Fundamentals
MGSC1109	Business Calculus
MGMT1601	Introduction to Canadian Business
English	3 credits
Discipline Elective	

Year Two

ITEC2501	Systems Analysis & Design
ITEC2507	Computer Programming II
ITEC2504	Advanced Network Management
ITEC2505	Data Base Development
ACCT1203	Introduction to Accounting I
MGSC1108	Introduction to Statistics
MGMT2604	Organizational Behaviour I
ACCT1204	Introduction to Accounting II

Discipline Elective x2

Year Three

ITEC3512	Computer Programming II
ITEC3504	Systems Security and Control
ITEC3513	Operating Systems II
ITEC3506	Information Technology Project Management
ITEC3507	Object Oriented Programming
ITEC3508	Windows Server Technologies
MGMT3607	International Business
Communication	3 credits

Discipline Elective x2

Program Requirements – Business Analytics

The structure of the diploma program will entail the successful completion of thirty-nine credits. The course requirements are as follows:

MGSC5108 Statistics
MGSC5118 Statistical Methods for Business Analytics
MGSC5106 Database Concepts
MGSC5111 Business Analytics Fundamentals
MGSC5126 Data Mining
MGSC5113 Quantitative Methods
MGSC5127 Data Visualization
MGSC5125 Predictive Modeling and Analytics
MRKT5312 Quantitative Marketing Research
BUSS 5989 Business Internship placement (6 credits), or MGSC5800 - Capstone Project (6 credits).

PLUS 2 elective courses from the following list:

LEGL5501 Business and Commercial Contracts
MATH2106 Mathematical Statistics
MGSC5101 Information Systems for Management
MGSC5114 Supply Chain Management
MGSC5121 Global Sourcing
MGSC5122 Data Security and Ethics
MGSC5128 Operations Management
MGSC5183 Statistics II

Students must achieve a minimum of 60% in all required courses and must receive a Satisfactory employer report on their internship placement in their last semester.

Program Requirements - Business Management

The structure of the diploma program will entail the successful completion of thirty-nine credits (twelve courses) in Business Management. The course requirements are as follows:

ACCT5201 Financial Accounting
ACCT5204 Managerial Accounting
COMM5105 Workplace Communication **or** MGMT5611
ECON5103 Macroeconomics
FINC5401 Finance
LEGL5501 Business Law and Commercial Contracts
MGMT5601 Intro to Business
MGMT5615 Strategic Management
MRKT5301 Marketing
BUSS5989 Business Internship placement (6 cr) **OR** BUSS5800 Capstone Project (6 cr).

PLUS 2 elective courses (6 credits) from the following list:

MGMT5603 Introduction to Entrepreneurship
MGMT5604 Organizational Behavior
MGMT5605 Human Resource Management
MGSC5101 Information Systems for Management
MGSC5108 Statistics
MGSC5113 Quantitative Methods
MGSC5114 Supply Chain Management

MGSC5121 Global Sourcing
MGSC5128 Operations Management

Students must achieve a minimum of 60% in all 5000-level required courses and must receive a satisfactory employer report on their internship placement in their last semester.

Program Requirements - Diploma in Emergency Management

Program Requirements

Students are required to achieve a passing grade of 50% in each of the following 15 courses, with an overall average of 65%, to be eligible to graduate with this credential.

COMM1105 Introduction to Public Communication

EMGT1101 Keystone to Emergency Management

EMGT1103 Taxonomy and Anatomy of Hazards

EMGT2104 Effective Response

EMGT2201 Cultivating Emergency Management Alliances

EMGT2203 From Risk to Resilience

EMGT2304 Technological Tools in Emergency Management

EMGT3204 Recovery: Building the New Normal

EMGT3205 Managing Management

EMGT3301 Communicating Emergency Management

EMGT3303 Business Continuity Management

MGMT1601 Introduction to Business

MGMT2604 Organizational Behaviour I

MRKT1301 Introduction to Marketing

POLS3104 Issues in Canadian Local Government

Program Requirements - Master of Education (Information Technology)

PROGRAM REQUIREMENTS

1. All candidates for the Master of Education (Information Technology) must complete MUN E6100 Research Designs and Methods in Education (3 credits).

2. Candidates on the thesis route must complete three credits from:

MUN E - 6610	Research on Computers in the Curriculum (3 credits)
MUN E - 6615	Educational Software Prototyping and Evaluation (3 credits)
MUN E - 6620	Issues and Trends in Educational Computing (3 credits)

Nine credits selected from the core elective CBU courses approved for this program:

CBU EDUC5101	Assessment of Software and Information Technology Applications for Education (3 credits)
CBU EDUC5103	Integration of Instruction Design and Information Technology (3 credits)
CBU EDUC5104	Applications of Learning Theory in Educational Multimedia Design (3 credits)
CBU EDUC5105	Designing Web-based Learning (3 credits)
CBU EDUC5106	Technology Planning for Education Environments (3 credits)
CBU EDUC5107	Information Management for Education Environments (3 credits)

Three credits from E6426, E6802, E6822, E6823 or from other MUN, Faculty of Education graduate course offerings as deemed appropriate for each candidate's program and approved by the program steering committee.

3. Candidates on the comprehensive course route must complete:

- 6 credits selected from E6610, E6615, E6620 listed in (ii) above;
- 12 credits selected from
  CBU EDUC5101, EDUC5103, EDUC5104, EDUC5105, EDUC5106, EDUC5107, listed in (2) above
- E6590 Research and Development Seminar in Information Technology in Education (3 credits);
- 3 credits from E6426, E6802, E6822, E6823 or from other MUN, Faculty of Education graduate course offerings as deemed appropriate for each candidate's program and approved by the program steering committee;
- Additional credits appropriate to a candidate's program and approved by the program steering committee, to be chosen from graduate course offerings at MUN, CBU, or any other university to complete the required 30 credits for the comprehensive course route.

4. Normally, candidates will be permitted to register for E6590 only after all other course requirements have been met.

5. Candidates who have successfully completed the CBU graduate-level Certificate in Education (Technology) will be given advanced standing credit for the nine CBU EDUC course credit requirements for the thesis route or 12 CBU EDUC course credit requirements for the comprehensive course route in this program.

6. Candidates who have successfully completed the former CBU EDUC534 and/or EDUC543 with at least a CBU grade of B (70%) toward the CBU graduate-level Certificate in Education (Technology) prior to September 2000, will receive up to 12 advanced standing credits appropriate to their degree option (EDUC534 will be considered equivalent to EDUC5101 and EDUC5103 and EDUC543 (equivalent to EDUC5104 and EDUC5105).

7. Thesis route candidates will be subject to regulation J of the School of Graduate Studies, MUN, supervised by a faculty member at MUN and where feasible, co-supervised by a CBU faculty member.

Program Requirements - Master of Education

(Information Technology)

PROGRAM REQUIREMENTS

1. All candidates for the Master of Education (Information Technology) must complete MUN E6100 Research Designs and Methods in Education (3 credits).

2. Candidates on the thesis route must complete three credits from:

MUN E - 6610 Research on Computers in the Curriculum (3 credits)

MUN E - 6615 Educational Software Prototyping and Evaluation (3 credits)

MUN E - 6620 Issues and Trends in Educational Computing (3 credits)

Nine credits selected from the core elective CBU courses approved for this program:

CBU EDUC5101 Assessment of Software and Information Technology Applications for Education (3 credits)

CBU EDUC5103 Integration of Instruction Design and Information Technology (3 credits)

CBU EDUC5104 Applications of Learning Theory in Educational Multimedia Design (3 credits)

CBU EDUC5105 Designing Web-based Learning (3 credits)

CBU EDUC5106 Technology Planning for Education Environments (3 credits)

CBU EDUC5107 Information Management for Education Environments (3 credits)

Three credits from E6426, E6802, E6822, E6823 or from other MUN, Faculty of Education graduate course offerings as deemed appropriate for each candidate's program and approved by the program steering committee.

3. Candidates on the comprehensive course route must complete:

- 6 credits selected from E6610, E6615, E6620 listed in (ii) above;
- 12 credits selected from
  CBU EDUC5101, EDUC5103, EDUC5104, EDUC5105, EDUC5106, EDUC5107, listed in (2) above
- E6590 Research and Development Seminar in Information Technology in Education (3 credits);

- 3 credits from E6426, E6802, E6822, E6823 or from other MUN, Faculty of Education graduate course offerings as deemed appropriate for each candidate's program and approved by the program steering committee;
- Additional credits appropriate to a candidate's program and approved by the program steering committee, to be chosen from graduate course offerings at MUN, CBU, or any other university to complete the required 30 credits for the comprehensive course route.

4. Normally, candidates will be permitted to register for E6590 only after all other course requirements have been met.

5. Candidates who have successfully completed the CBU graduate-level Certificate in Education (Technology) will be given advanced standing credit for the nine CBU EDUC course credit requirements for the thesis route or 12 CBU EDUC course credit requirements for the comprehensive course route in this program.

6. Candidates who have successfully completed the former CBU EDUC534 and/or EDUC543 with at least a CBU grade of B (70%) toward the CBU graduate-level Certificate in Education (Technology) prior to September 2000, will receive up to 12 advanced standing credits appropriate to their degree option (EDUC534 will be considered equivalent to EDUC5101 and EDUC5103 and EDUC543 (equivalent to EDUC5104 and EDUC5105).

7. Thesis route candidates will be subject to regulation J of the School of Graduate Studies, MUN, supervised by a faculty member at MUN and where feasible, co-supervised by a CBU faculty member.

Program Requirements - Master of Education (Information Technology)

PROGRAM REQUIREMENTS

1. All candidates for the Master of Education (Information Technology) must complete MUN E6100 Research Designs and Methods in Education (3 credits).

2. Candidates on the thesis route must complete three credits from:

MUN E - 6610	Research on Computers in the Curriculum (3 credits)
MUN E - 6615	Educational Software Prototyping and Evaluation (3 credits)
MUN E - 6620	Issues and Trends in Educational Computing (3 credits)

Nine credits selected from the core elective CBU courses approved for this program:

CBU EDUC5101	Assessment of Software and Information Technology Applications for Education (3 credits)
CBU EDUC5103	Integration of Instruction Design and Information Technology (3 credits)
CBU EDUC5104	Applications of Learning Theory in Educational Multimedia Design (3 credits)
CBU EDUC5105	Designing Web-based Learning (3 credits)
CBU EDUC5106	Technology Planning for Education Environments (3 credits)
CBU EDUC5107	Information Management for Education Environments (3 credits)

Three credits from E6426, E6802, E6822, E6823 or from other MUN, Faculty of Education graduate course offerings as deemed appropriate for each candidate's program and approved by the program steering committee.

3. Candidates on the comprehensive course route must complete:

- 6 credits selected from E6610, E6615, E6620 listed in (ii) above;
- 12 credits selected from
  CBU EDUC5101, EDUC5103, EDUC5104, EDUC5105, EDUC5106, EDUC5107, listed in (2) above
- E6590 Research and Development Seminar in Information Technology in Education (3 credits);
- 3 credits from E6426, E6802, E6822, E6823 or from other MUN, Faculty of Education graduate course offerings as deemed appropriate for each candidate's program and approved by the program steering committee;
- Additional credits appropriate to a candidate's program and approved by the program steering committee, to be chosen from graduate course offerings at MUN, CBU, or any other university

to complete the required 30 credits for the comprehensive course route.

4. Normally, candidates will be permitted to register for E6590 only after all other course requirements have been met.

5. Candidates who have successfully completed the CBU graduate-level Certificate in Education (Technology) will be given advanced standing credit for the nine CBU EDUC course credit requirements for the thesis route or 12 CBU EDUC course credit requirements for the comprehensive course route in this program.

6. Candidates who have successfully completed the former CBU EDUC534 and/or EDUC543 with at least a CBU grade of B (70%) toward the CBU graduate-level Certificate in Education (Technology) prior to September 2000, will receive up to 12 advanced standing credits appropriate to their degree option (EDUC534 will be considered equivalent to EDUC5101 and EDUC5103 and EDUC543 (equivalent to EDUC5104 and EDUC5105).

7. Thesis route candidates will be subject to regulation J of the School of Graduate Studies, MUN, supervised by a faculty member at MUN and where feasible, co-supervised by a CBU faculty member.

Program Requirements - Master of Education (Information Technology)

PROGRAM REQUIREMENTS

1. All candidates for the Master of Education (Information Technology) must complete MUN E6100 Research Designs and Methods in Education (3 credits).

2. Candidates on the thesis route must complete three credits from:

MUN E - 6610 Research on Computers in the Curriculum (3 credits)

MUN E - 6615 Educational Software Prototyping and Evaluation (3 credits)

MUN E - 6620 Issues and Trends in Educational Computing (3 credits)

Nine credits selected from the core elective CBU courses approved for this program:

CBU EDUC5101 Assessment of Software and Information Technology Applications for Education (3 credits)

CBU EDUC5103 Integration of Instruction Design and Information Technology (3 credits)

CBU EDUC5104 Applications of Learning Theory in Educational Multimedia Design (3 credits)

CBU EDUC5105 Designing Web-based Learning (3 credits)

CBU EDUC5106 Technology Planning for Education Environments (3 credits)

CBU EDUC5107 Information Management for Education Environments (3 credits)

Three credits from E6426, E6802, E6822, E6823 or from other MUN, Faculty of Education graduate course offerings as deemed appropriate for each candidate's program and approved by the program steering committee.

3. Candidates on the comprehensive course route must complete:

- 6 credits selected from E6610, E6615, E6620 listed in (ii) above;
- 12 credits selected from
  CBU EDUC5101, EDUC5103, EDUC5104, EDUC5105, EDUC5106, EDUC5107, listed in (2) above
- E6590 Research and Development Seminar in Information Technology in Education (3 credits);
- 3 credits from E6426, E6802, E6822, E6823 or from other MUN, Faculty of Education graduate course offerings as deemed appropriate for each candidate's program and approved by the program steering committee;
- Additional credits appropriate to a candidate's program and approved by the program steering committee, to be chosen from graduate course offerings at MUN, CBU, or any other university to complete the required 30 credits for the comprehensive course route.

4. Normally, candidates will be permitted to register for E6590 only after all other course requirements have been met.

5. Candidates who have successfully completed the CBU graduate-level Certificate in Education (Technology) will be given advanced standing credit for the nine CBU EDUC course credit requirements for the thesis route or 12 CBU EDUC course credit requirements for the comprehensive course route in

this program.

6. Candidates who have successfully completed the former CBU EDUC534 and/or EDUC543 with at least a CBU grade of B (70%) toward the CBU graduate-level Certificate in Education (Technology) prior to September 2000, will receive up to 12 advanced standing credits appropriate to their degree option (EDUC534 will be considered equivalent to EDUC5101 and EDUC5103 and EDUC543 (equivalent to EDUC5104 and EDUC5105).

7. Thesis route candidates will be subject to regulation J of the School of Graduate Studies, MUN, supervised by a faculty member at MUN and where feasible, co-supervised by a CBU faculty member.

Program Requirements- Bachelor of Business Administration Major in Accounting

Program and Course Requirements:

1. ACCT3206 and ACCT3207 and ACCT3208

2. 18 credits
from ACCT2203, LEGL2501, ACCT4201, ACCT4205, ACCT4206, ACCT4207, ACCT4208, ACCT4209, ACCT4211.

3. An average of 65% must be maintained in years three and four of the program.

4. Minimum of 60% must be maintained on all accounting courses required for the accounting major.

5. Minimum of 6 credits at the 4000 level.

Program Requirements - Bachelor of Engineering Technology (Petroleum)

Three-Year Format

Year One (Fall/Winter)

CHEM 1401	Petroleum Chemistry
COMP1163	Computer Applications
DRAF1163	Industrial Applications of Drafting
ENGI1161	Industrial Safety and Applied Shop Practices
ENGI1165	Engineering Graphics
ENGI1168	Fluid Mechanics
PETR1161	Drilling Engineering
PETR1131	Petroleum Product and Processing
MATH1107	Math 1
MATH1208	Math II
PHYS1101	Elements of Physics I
PHYS1201	Elements of Physics II

Year Two (Fall/Winter)

ENGI1163	Statics
GEOL2101	Engineering Geology
MATH2104	Math III
PETR2131	Marine Environment Protection, Safety and Loss Control
PETR2134	Materials and Equipment Design

PETR2135	Production Engineering
PETR2161	Reservoir Engineering I
PETR2163	Petroleum Process Simulation
PETR2164	Advanced Process Simulation
PETR2165	Senior Petroleum Project
ELEC2168	Programmable Logic Controllers
PETR2731	Selected Topics

Students wishing to start their careers early may choose to graduate with the Petroleum Engineering Technology Diploma after successfully completing all courses to this point.

Year Three (Fall/Winter)

ENGI2101	Engineering Economics or Technical Engineering Economics
MANF3131	Total Quality Management
MECH2166	Fluid Power
PETR3131	Management of Technological Innovation I
PETR3133	Project Design and Evaluation Techniques
PETR3134	Codes and Specifications in the Petroleum Industry
PETR3161	Management of Technological Innovation II
PETR3163	Process Control and Optimization Systems
PETR3164	Distributed Control Systems and PLC
Writing Elective	Please see list of approved writing electives from BENG
XXX	Ethics Elective

Substitution:

Note that ELEC2361/2363 may be selected in place of both PETR3163 and one elective.

ADVANCED STANDING POST DIPLOMA FORMAT (36 CREDITS)

Students who have a qualifying Diploma are required to complete 36 credits of specified course loading. Students should consult the Engineering Department for detailed course advising.

ADVANCED STANDING POST DEGREE FORMAT (42 CREDITS)

Students who have a qualifying Bachelor's Degree are required to complete the following course loading. Students must take all 14 courses (36 credits) listed below. Alternate credits will be required for students who may have completed any of the required credits as part of their previous Bachelor degree.

The following courses are mandatory

1. PETR 2161 RESERVOIR ENGINEERING
2. PETR 3134 CODES and SPECIFICATIONS
3. PETR 3163 PROCESS CONTROL AND OPTIMIZATION
4. PETR 1161 DRILLING ENGINEERING
5. PETR 2135 PRODUCTION ENGINEERING
6. PETR 2165 PETROLEUM PROJECT

Any two of the following four (4)

1. PETR 2163 PRODUCTION SIMULATION
2. PETR 2164 ADVANCED PRODUCTION SIMULATION
3. GEOL 3103 PETROLEUM GEOLOGY
4. PETR 3133 Project Design

Any two of the following four (4)

1. ENGI 2101/2103 or PETR 3101 Engineering Economics
2. ELEC 2168 Programmable Logic Controllers
3. PETR 3131 Management of Technological Innovation
4. PETR 3161 Metallurgy

Any four of the following seven (7)

1. PETR 2134 Materials and Equipment Design
2. PETR 2131 Marine Environmental Protection

3. PETR 2731	Selected Topics in Petroleum
4. PETR 3164	Distributed Control Systems with PLC
5. MANF 3131	Total Quality Management
6. PETR 4103	Advanced Drilling and Well Completion
7. PETR 4101	Health Safety & the Environment in the Petroleum Industry

Note: BET courses are offered on a fixed schedule. Some courses not in the mandatory list may cause conflicts in scheduling so not all optional courses may be available. Students are advised to consult the current timetable when making optional course selections to avoid any potential schedule conflicts.

Transfer Credit:

CBU has an agreement with many colleges which results in transfer credit being given to specified Engineering Technology Diploma graduates, such that as few as 36 credits from CBU would be required to complete the BET Degree program. Prospective students are encouraged to contact their college for information on the agreement with CBU or contact CBU directly. Where no agreement exists, individual consideration will be given to possible transfer credits. In any case, however, residency requirements must still be met.

Electives:

Selection of all electives must be done through prior consultation with a faculty advisor from the program.

Graduation requirement:

In the three year program, a minimum of all courses in the program (or approved equivalent) must be completed to be eligible for graduation. Graduation with a co-op designation requires successful completion of a minimum of two co-op work terms.

Residence requirements: Graduation with the degree (or diploma) normally requires that the student take a minimum of 50% of the program's required courses from CBU. CBU distance courses can be included to meet the residency requirements. Some joint programs, such as the articulation agreements previously noted in the Transfer Credit section may allow special circumstances which differ from this minimum.

Note: Sequencing of some courses may vary from the format shown above. Students should consult current timetables for scheduling details

Post - Baccalaureate Diploma
Health Care Management

Program Requirements (39 credits)

The structure of the diploma program entails the successful completion of **thirty-nine credits** (twelve courses) in Health Care Management. The course requirements are as follows:

ACCT 5203	Accounting Fundamentals (3 cr)
COMM 5105	Health Care Workplace Communications (3 cr)
MGMT 5604	Organizational Behavior (3 cr)
MGMT 5605	Human Resource Management (3 cr)
MGSC 5108	Statistics (3 cr)
MGSC 5151	Health Care Analytics (3 cr)
PHIL 5115	Legal and Ethical Issues in Health Care (3 cr)
POLS 5221	Health Care Policy (3 cr)
PUBH 5107	Health Care Quality and Project Management (3 cr)
BUSS 5989	Internship placement (6 cr) or BUSS 5800-Capstone Project (6 cr)

PLUS two electives from the following list (all 3 credit courses):

ANTH 5103	Plagues and People
ECON 5104	Health Care Economics
ENGL 5XXX	Professional Writing
FINC 5401	Finance Fundamentals
LEGL 5501	Business Law and Commercial Contracts
MGMT 5603	Introduction to Entrepreneurship

MGMT 5615	Strategic Management
MGSC 5101	Information Systems for Management
MGSC 5113	Quantitative Methods
MGSC 5114	Supply Chain Management
MGSC 5128	Operations Management
MIKM/NRSG 5107	Indigenous Health
MRKT 5301	Marketing
NUTR 5501	Nutrition in Public Health
PUBH 5106	Epidemiology
PUBH 5117	Health Care Emergency Preparedness
PUBH 5121	Health Risk Assessment

POST - BACCALAUREATE DIPLOMA

OCCUPATIONAL HEALTH & SAFETY MANAGEMENT

Program Requirements (39 credits)

The structure of the diploma program entails the successful completion of **thirty-nine credits** (twelve courses) in Occupational Health and Safety Management. The course requirements are as follows:

LEGL -5504	Employment Law
MGMT- 5605	Human Resource Management
MGMT - 5634	Industrial Relations
PUBH – 5107	Health Care Quality & Project Management
PUBH – 5131	Occupational Health & Safety Management I

PUBH – 5133	Workplace Wellness & Health Promotion
PUBH - 5134	Occupational Health & Safety Management II
PUBH – 5XXX	Organizational Risk Management
PUBH – 5XXX	Occupational Health & Safety Regulations
PUBH – 5XXX	Internship or Capstone Project (6cr)

Plus, any two (2) electives from this course list:

ANTH – 5103	Epidemics & People: Biology & Culture
ENVI – 5XXX	Occupational Hygiene Theory
NUTR- 5501	Nutrition in Public Health Management
NRSG-5107/MIKM – 5107	Indigenous Health
PUBH -5106	Epidemiology
PUBH- 5117	Health Care Emergency Preparedness
PUBH – 5121	Health Risk Assessment
PUBH – 5XXX	Physical Agents and Health
PUBH – 5XXX	Occupational Toxicology

Psychology

A three-year degree requires:

1. Core Courses - 18 credits

- 6 credits English at 1000 and/or 2000 level
- 6 credits PHIL2221 and PHIL2223
- 6 credits MATH except MATH1107, MATH1208, MATH1114, MATH1215 and MATH1216.

2. Psychology Specialization (36 credits)

- 18 credits required Psychology courses: PSYC1101 and PSYC1103 or 6 credits of Introduction to Psychology or equivalent, PSYC2101, PSYC2111, PSYC3101, and PSYC3213.
- 18 credits of other Psychology courses.

3. Other Science - 12 credits

- All from one science other than Psychology (BIOL, CHEM, GEOL, MATH, MSIT, NUTR, or PHYS).

4. Free Electives - 24 credits

5. An average of 60% in courses in Psychology Specialization in last two years of program.

6. An average of 55% over the entire 90-credit program.

7. Computer proficiency met with PSYC3101.

A four-year degree with a Psychology major requires:

1. Core Courses - 18 credits

- 6 credits English at 1000 and/or 2000 level
- 6 credits PHIL2221 and PHIL2223
- 6 credits MATH except MATH1107, MATH1208, , MATH1114, MATH1215 and MATH1216.

2. Psychology Major - 54 credits

- 27 credits required Psychology courses: PSYC1101 and PSYC1103 or 6 credits of Introduction to Psychology or equivalent, PSYC2101, PSYC2111, PSYC3101, PSYC3203, PSYC3211, PSYC3213, and PSYC4101.
- Other Psychology courses (27 credits): Should include at least 6 credits at the 4000 level in addition to PSYC4101.
- In the event that students do not have the Directed Study course, any 6 credits at the 4000 level are acceptable.

3. Area of Minor - 12 credits

- All from one science other than Psychology (BIOL, CHEM, GEOL, MATH, MSIT, NUTR, or PHYS).

4. Science Electives - 12 credits

5. Free Electives - 24 credits

6. An average of 65% in courses in Psychology major in last three years of program.

7. An average of 60% over the entire 120-credit program.

8. Computer proficiency met with PSYC3101.

A four-year degree with a Psychology major with honours requires:

1. Core Courses - 18 credits

- 6 credits English at 1000 and/or 2000 level
- 6 credits PHIL2221 and PHIL2223
- 6 credits MATH except MATH1107, MATH1208, MATH1114, MATH1215 and MATH1216.

2. Psychology Major - 60 credits

- 33 credits required Psychology courses: PSYC1101 and PSYC1103 or 6 credits of Introduction to Psychology or
  equivalent, PSYC2101, PSYC2111, PSYC3101, PSYC3203, PSYC3211 PSYC3213, PSYC4101, and PSYC4900.
- A minimum final grade of 75% is required for PSYC-4900 Honours Thesis Seminar.
- 27 credits of other Psychology courses including at least 3 credits at the 4000 level in addition to PSYC4101 and PSYC4900).

3. Area of Minor - 12 credits

- All from one science other than Psychology (BIOL, CHEM, GEOL, MATH, MSIT, NUTR, or PHYS).

4. Science Electives - 12 credits

5. Free Electives - 18 credits

6. An average of 75% in courses in Psychology major in last three years of program.

7. An average of 70% over the entire 120-credit program.

8. Computer proficiency met with PSYC3101.

A four-year double major degree with Psychology as the first major requires:

1. Core Courses - 18 credits

- 6 credits English at 1000 and/or 2000 level
- 6 credits PHIL2221 and PHIL2223
- 6 credits MATH except MATH1107, MATH1208, MATH1114, MATH1215 and MATH1216.

2. Psychology Major - 54 credits

- 27 credits required Psychology courses: PSYC1101 and PSYC1103 or 6 credits of Introduction to Psychology or equivalent., PSYC2101, PSYC2111, PSYC3203, PSYC3211, PSYC3101, PSYC3213, and PSYC4101.
- 27 credits other Psychology courses including at least 6 credits in the core at the 4000 level in addition to PSYC4101).

3. Area of Second Major - 36 credits

- All from one science other than Psychology. If Math, then 6 credits of Math in the core will be replaced by a 6 credit Science elective.

* Must include at least 9 credits above the 2000 level, with at least 3 of these at the 4000 level.

4. Free Electives - 12 credits

5. An average of 65% in courses in area of first major in last three years of program.

6. An average of 60% in courses in area of second major in last three years of program.

7. An average of 60% over the entire 120 credit program.

8. Computer proficiency met with PSYC3101.

A degree with honours in the area of the first major and major in the area of the second major may be awarded where the additional requirements for the 4-year BSc degree with honours have been met.

Psychology

Students must consult the BA and BACS degree regulations that form *minimum requirements* for the relevant programs in all subjects. Listed below are *special or additional requirements* that must also be met by students in Psychology programs.

BA Concentration (30 credits in Psychology)

- PSYC1101 and PSYC1103, plus 24 additional credits in Psychology with at least 12 credits at the 3000 or 4000 level.

BA/BACS Minor (24 Credits in Psychology)

- PSYC1101 and PSYC1103, plus 18 additional credits in Psychology, with at least 6 credits at the 3000 level or higher.

BACS Academic Field (24 Credits)

- 24 credits of PSYC with at least 6 credits at the 3000 or 4000 level

BA or BACS Major: (48 credits in Psychology)

- PSYC1101 and PSYC1103 or 6 credits of Introduction to Psychology or equivalent
- PSYC2101
- PSYC2111
- PSYC3203
- PSYC3211
- PSYC4101 plus 6 additional credits at the 4000 level. At least 9 credits of the remaining 21 credits must be at the 3000 level or higher.

BA or BACS Double Major (36 credits in Psychology)

PSYC1101 and PSYC1103 or 6 credits of Introduction to Psychology or equivalent

- PSYC2101
- PSYC2111
- PSYC3203
- PSYC3211
- PSYC4101 plus 3 additional credits at the 4000 level. Of the 9 additional credits at least 6 credits must be at the 3000 or 4000 level

Multidisciplinary BA or BACS (with Psychology)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Psychology as one of the subjects in the Multidisciplinary BA or BACS should consult with the Department Chair.

BA or BACS Honours (66 credits in Psychology)

- PSYC4900 Minimum Final Grade of 75% is required
- PSYC4101
- PSYC3211
- PSYC3203
- PSYC3101
- PSYC2111
- PSYC2101
- PSYC1101 and PSYC1103 or 6 credits of Introduction to Psychology or equivalent
- At least 6 credits of the remaining additional credits must be at the 4000 level. An average of 75% is required in courses in Psychology Honours in the last three years of the program

Reassessment of Final Grades

Application for reassessment of a final grade should be made to the department chair in which the course was offered. The student must provide a letter to the chair stating specifically which assignments

are being requested to be reassessed and the specifics of why the student believes the original grade was unfair; if the assignments have been returned to the student they must be included with the application for reassessment. **Note:** *The only grounds for application for reassessment are that the student believes that the grading criteria were inconsistently applied to that individual student, whether through error, carelessness or discrimination.*

Applications for reassessment must be received within 14 days of the end of the term in which the disputed mark was assigned. Grades may be raised or lowered through the reassessment.

Note: Students only have 14 business days to appeal a final academic decision.

The department chair will first request the instructor who issued the mark to review the materials submitted along with the final examination. If the result of this preliminary review does not change the final grade, the student may request a formal reassessment.

Note: The fee is being waived for this term. This request must be accompanied by a payment of $25, which will be refunded if the grade is raised.

The chair will then empanel two faculty members, one selected by the instructor and the other by the student requesting the reassessment; both members of the panel shall have expertise in the discipline of the assignments being reassessed. The panel will review the written work by the student in question; the panel will endeavour to utilize the same criteria originally used to grade the other students in the class, to the extent that it is possible to do so. If the two members cannot agree on a mark, the average of the two re-assessments will be assigned. The department chair will submit the decision of the panel to the Registrar to record the revised grade. The panel's decision may be appealed to Cape Breton University's Appeals Committee.

If the grade being reassessed is that of the chair, then the department vice-chair preferably, or the secretary of the department executive, shall carry out the duties as specified in this section.

Release of Individual Student Information to the Public

A student's parents, spouse, relatives, employers and members of other educational institutions or agencies are considered to be members of the public and the following information may be released in person, in writing, or over the telephone but only if the identity of the individual is confirmed: period of registration, program of studies, certificates, degrees, diplomas awarded, date(s) of convocation.

All other information is considered private and will only be released by the Registrar:

- if the student provides prior written consent;
- in accordance with the requirements of professional licensing or certification bodies;
- under the compulsion of law and then only if the Registrar agrees to release the record;
- in an emergency situation and then only if the Registrar agrees to release the information;
- if an organization sponsoring the student requests a statement of academic performance;
- if a person or agency seeks access to the record for research purposes and the following conditions are met:
- the intended use of the data is stated in the request and is judged by the Registrar to be an appropriate use of the data.
- any disruption to the operation of the Student Service Centre will be insignificant.

Religious Studies

Students must consult the BA and BACS degree regulations that form *minimum requirements* for the relevant programs in all subjects. Listed below are *special or additional requirements* that must also be met by students in Religious Studies programs.

BA Concentration (30 credits in Religious Studies)

- RELS-1115 (Introduction to World Religions: Eastern Traditions)
- RELS-1117 (Introduction to World Religions: Western Traditions)

BA/BACS Minor (24 credits in Religious Studies)

- RELS-1115 (Introduction to World Religions: Eastern Traditions)
- RELS-1117 (Introduction to World Religions: Western Traditions)

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

Multidisciplinary BA or BACS

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Religious Studies as one of the subjects in a Multidisciplinary BA or BACS should consult with the Department Chair.

Repeating a Course

If a student repeats a course, the highest mark in the course will be used in the calculation of the final average as well as in the calculation of the average for all program requirements, prerequisites and for all other internal purposes where an average is calculated. The marks for previous attempts of the course will remain on the student's permanent record. The number of times a student may take a course is limited to three.

Requirements

UNITED STATES AND US BASED SYSTEMS

United States (US) and US Based Systems students who have successfully completed a high school university entrance program delivered in English, will be considered for admission. Such students must have completed five grade twelve subjects, including English, with an overall average of at least 65% for most programs. CBU program requirements for specific subjects and requirements for higher overall averages or specific course grades must also be met.

In addition, students must submit SAT results with a minimum score of 570 for Mathematics. Minimum scores required for Reading and Writing (combined) will be 610. Students whose first language is not English and who meet the standard outlined above, will not be required to provide further proof of English proficiency.

BRITISH BASED SYSTEMS (GCE AND GCSE)

Graduates from senior secondary school are required to have five GCE or GCSE subjects

including English, with at least two subjects at the advanced level. A grade of C or higher is required in each course. Where CBU program admission regulations require specific subjects, these must be included among the five.

OTHER COUNTRIES

For most countries, CBU considers the same academic requirements that are required for university entrance in that country - that is, successful graduation from an academic secondary school program or equivalent.

Requirements for Earning a Second Undergraduate Degree

1. Second Different Credential:

a) The regulations of the second credential program must be satisfied.

b) A candidate for a second credential must complete a minimum of 30 credits over and above the credits required for the first credential. More than 30 credits may be required to satisfy requirements of the second credential. Transfer credits or course challenges cannot be used to satisfy the 30 credits required.

c) Normally, candidates for a second credential may not choose the same discipline as in the first undergraduate credential. However, candidates whose first credential was a three-year degree may complete a different four-year degree in the same discipline as the first credential. For example, students who graduate with a three- year BA in Psychology may go on to complete a four-year BSc in Psychology. In this case the new four-year degree will replace the three-year degree previously awarded. A notation will appear on the transcript indicating that the new degree replaces the one previously awarded.

2. Second Degree within the Same Credential:

a) Candidates who hold a three-year degree may upgrade to a four-year degree within the same credential and in the same discipline. In this case the new four-year degree will replace the three-year degree previously awarded. A notation will appear on the transcript indicating that the new degree replaces the one previously awarded.

b) Candidates who hold a four-year degree in a single discipline will be allowed to upgrade to a four-year double major degree with the following conditions:

i) They must satisfy all departmental regulations with respect to the second major.

ii) A notation will be added to the transcript indicating "Double major in _____ and _____ replaces previously awarded degree".

c) Candidates will be allowed to add a new discipline to a previously awarded four-year degree with the following conditions:

i) They must satisfy all departmental regulations for the single major or concentration in the discipline.

ii) A notation will be added to the transcript signifying "Major (Concentration) in _____".

Note: For the purposes of clarification, the distinction between items b) and c) above is as follows. Item b) refers to the case in which a student has a single discipline four-year major and has subsequently satisfied the requirements for a second major within a double major degree. Item c), on the other hand, refers to the case in which a student has a single or double discipline four-year degree and subsequently satisfies all of the requirements for a new single major four-year degree. It should be noted that the requirements for a second major within a double major degree are generally far less stringent than the requirements for the major within a single discipline four-year degree.

d) Candidates will be permitted to upgrade from a major to honours as long as departmental regulations are satisfied. The notation "Certificate of Honours Standing in _____" will be added to the transcript.

Residence

For information on application to residence, visit www.cbu.ca/housing-dining.

Scheduling of Examinations

Examinations are formally scheduled by the Office of the Registrar and Admissions in December and April. Examinations are also held at the conclusion of the spring and summer sessions. For final exams, if a **synchronous component** of the exam is being used, then the time scheduled by the Registrar during the final exam period should be used.

All students writing examinations are required to show a CBU ID card.

No **cumulative** test or examination may be held in any course in either the **five teaching days** or the study period (defined as the period of time between the last day of classes and the beginning of the examination period) immediately preceding the December and April examination periods, with two exceptions: i.e practical laboratory examinations and ii. make-up exams for individual students who were absent from an exam scheduled earlier in the semester. This provision cannot be waived even by mutual consent of student and instructor. For the purposes of this rule, a cumulative test or exam is one which covers more than the previous two weeks of material covered in the course.

Take home examinations cannot be assigned (and distributed) any later than the last day of classes in term. They cannot have a due date earlier than the sixth **(6th) day of exams.**

See important dates for more information:

Important Dates

Regulation Dates for Winter 2023 Exams:

1. Winter 2023 Exam Timeline Cumulative Tests Last Date to Test Policy

As per the Academic Calendar: Exam Information, CBU Academic Calendar.

No **cumulative** test or examination may be held in any course in either the **five teaching days** or the study period (defined as the period of time between the last day of classes and the beginning of the examination period) immediately preceding the December and April examination periods, with two exceptions: i.e. practical laboratory examinations and ii. make-up exams for individual students who were absent from an exam scheduled earlier in the semester. This provision cannot be waived, even by mutual consent of student and instructor. For the purposes of this rule, a cumulative test or exam is one which covers more than the previous two weeks of material covered in the course.

Due to the change in the Academic Schedule and use of the make-up days this year, it has been determined the last day of the term will be **Thursday April 6, 2023**. This regulation will be in effect after Thursday, March 30.

2. Take home exam information:

Take home examinations cannot be assigned (and distributed) any later than the **last day of classes**, in term, **Thursday, April 6, 2023**. They cannot have a due date earlier than the **sixth day of exams.**? As per the Academic Calendar: Exam Information, CBU Academic Calendar.

Due to the change in the Academic Schedule and use of the make-up days this year, it has been determined the last day of the term is **Thursday April 6, 2023**. The sixth day of exams is **Monday, April 17, 2023**. The earliest date that take-home exams can be due is **Monday April 17, 2023.**

SCHOOL OF ARTS AND SOCIAL SCIENCES

Disclaimer

When changes are made in program structure, a student already registered may choose to satisfy the new program requirements or to complete the program as it was when the student began his/her program if this is still possible and reasonable.

Cape Breton University (CBU) does not accept any responsibility for loss or damage suffered or incurred by any student as a result of suspension or termination of services, courses, or classes caused by reason

of strikes, lockouts, riots, weather, damage to University property and any other cause beyond the reasonable control of CBU.

Each student bears the responsibility of ensuring that his/her course choices satisfy both the overall program regulations and the individual department regulations for specializations, concentrations or majors.

Andy Parnaby, PhD – Dean

The School of Arts and Social Sciences is the administrative home of the Bachelor of Arts degree and the Bachelor of Arts Community Studies degree. The degrees may be completed through either full-time or part-time study.

The Bachelor of Arts offers a diverse range of Honours, Majors, Concentrations in its 3 year and 4 year degrees. Students will develop their expertise in a particular field as well as their critical thinking abilities as they become the kind of adaptable and independent employees sought after by employers. For more information on our Bachelor of Arts program visit us at www.cbu.ca

The Bachelor of Arts Community Studies (BACS) program is a process-oriented, experiential degree program that prepares students for the job market. The core Community Studies courses are delivered in a small group format and focus on problem-solving, critical thinking, community based research and intervention, self-directed learning, reflective learning and work placements. There are transfer credit arrangements with community colleges in Newfoundland, New Brunswick and Nova Scotia as well as the Atlantic Police Academy in PEI. The 3- year degree program can be completed online as well as on campus. The online BACS degree options are limited to the disciplines currently offered online (see Online Education course offerings).

Bachelor of Arts (BA) General Program – 3-Year Degree

Anthropology, Anthropology-Sociology (jointly), Celtic Culture, Communication, English, Ethnomusicology, Folklore, French, History, Mathematics, Mi'kmaq Studies, Philosophy, Political Science, Psychology, Religious Studies and Sociology.

Bachelor of Arts Community Studies (BACS) General Program – 3 Year Degree

In addition to the core Community Studies courses (24 credits), students choose an Academic Field (24 credits) from a variety of disciplines, plus career related disciplines and electives

BA/BACS Major Program – Major/Minor and Double Major 4-Year Degree

Major in Anthropology, Anthropology-Sociology (jointly), Communication, Dramatic Literature, English, Folklore, History, Mathematics, Mi'kmaq Studies, Philosophy, Political Science, Psychology and Sociology.

Minors can be taken in any subject in which CBU offers at least 24 credits, and must normally consist of courses from a single subject. Minors are also available in approved inter-disciplinary programs (e.g. Gender and Women's Studies); in these cases, see program regulations for approved courses. EXCEPTION: Community Studies (COMS) may NOT be used as a minor.

BA/BACS Major Program - Multidisciplinary Major 4-Year Degree

Students considering these options should consult a department chair.

BA/BACS Honours Program

CBU offers honours programs in the following areas: Anthropology, Communication, English, History, Political Science, Psychology and Sociology

BACS Sports & Physical Activity Leadership (3 Year, 4 year Major and 4 year Honours)

Students are required to take the core Community Studies courses (24 credits),in addition to the specific requirements for Sports and Physical Leadership courses, (24 credits), plus career related disciplines and electives. Students pursuing a Major program must also meet requirements for a Minor.

BACS Music Major – 4 Year Degree

This major specializes in traditional and tradition-based popular music. It requires a Major in Music, the core Community Studies courses (30 credits), a Minor and electives.

BACS Applied Theatre – 4 Year Degree

Students are required to take the core Community Studies courses (30 credits), a Major in Applied Theatre, a Minor and electives.

Bachelor of Arts Community Studies/Bachelor of Business Administration – 4 year Degree

CBU offers students an opportunity to obtain both their BACS and BBA degrees in four years. At the end of three successful years, students will receive a Bachelor of Arts Community Studies degree with an academic focus in Business. After the fourth successful year, they will receive a Bachelor of Business Administration. Both degrees may also be completed simultaneously.

BAS Environmental (Major or Honours) - 4 year Degree

The Bachelor of Arts and Science in Environment is offered in conjunction with the School of Science and Technology. Students are required to take courses in Environmental Studies (24 credits, including field course), Foundational courses (30 credits), Science Concentration (30 credits), Arts Concentration (30 credits); Honours or Capstone project: 6 credits. All BASE students should contact the Director for Advising.

Diploma and Certificate Programs

The school offers a Diploma in Public Administration and Management, and Certificates in Theatre Arts, Ethnomusicology, Heritage Studies, Public Administration, and Social Research.

School of Education and Health

Disclaimer

When changes are made in program structure, a student already registered may choose to satisfy the new program requirements or to complete the program as it was when the student began his/her program if this is still possible and reasonable.

Cape Breton University (CBU) does not accept any responsibility for loss or damage suffered or incurred by any student as a result of suspension or termination of services, courses, or classes caused by reason of strikes, lockouts, riots, weather, damage to University property and any other cause beyond the reasonable control of CBU.

Each student bears the responsibility of ensuring that his/her course choices satisfy both the overall program regulations and the individual department regulations for specializations, concentrations or

majors.

PATRICK HOWARD, PhD – DEAN

Established to provide institutional and community leadership in education and research relevant to the disciplines delineated by its name, the School of Professional Studies offers a variety of degree, diploma and certificate programs.

School of Science and Technology

Disclaimer

When changes are made in program structure, a student already registered may choose to satisfy the new program requirements or to complete the program as it was when the student began his/her program if this is still possible and reasonable.

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Each student bears the responsibility of ensuring that his/her course choices satisfy both the overall program regulations and the individual department regulations for specializations, concentrations or majors.

Richard Pierrynowski, P.Eng – Dean

The School of Science and Technology is the home of a wide variety of courses and programming in science, engineering and technology. The offerings include:

Bachelor of Science Degree - Four Year Honours, Four Year Major, Four Year Double Major and Three Year General:

Biology

Chemistry

Mathematics

Psychology

Bachelor of Science Community Studies Degree

- concentrations in:

Biodiversity

Integrative Science

Psychology, Health and Environment

Bachelor of Technology Degrees

Emergency Management

Nautical Sciences

Bachelor of Engineering Degree - Transfer - options in:

Chemical

Civil

Electrical and Computer

Environmental

Industrial

Materials

Mechanical

Mineral Resources

Bachelor of Engineering Technology Degree in:

Bachelor of Engineering Technology

(Electronics and Controls)

Bachelor of Engineering Technology (Environmental Studies)

Bachelor of Engineering Technology (Manufacturing)

Bachelor of Engineering Technology (Petroleum)

Engineering Technology Diploma in (co-op and non-co-op options)

Electrical (Instrumentation & Controls) Engineering Technology

Mechanical Engineering Technology

Petroleum Engineering Technology

Certificates in:

Petroleum Operations

Liquified Natural Gas (LNG) Operations

CBU has developed several engineering facilities which allow the integration of leading-edge technology and education programs. A CAD/CAM Centre fosters applied research and development in the modern manufacturing sector and a CAD laboratory specializes in training in computer-aided drafting and design.

7. Seriousness of academic integrity breaches

While all instances of academic misconduct undermine academic integrity, CBU recognizes that some transgressions may vary in level of seriousness and that a pattern of misconduct is more serious than a single transgression. The level of seriousness of a breach of academic integrity is determined by evidence of intentionality and pre-meditation. Breaches of academic integrity are therefore categorized into three levels. Assessments of exam misconduct must be conducted in a manner that is consistent with the university's "Exam Policy"

7.1 Level 1

Level 1 breaches of academic integrity result from negligence serious enough to create the impression of deception or misrepresentation.

Breaches at this level:

• include assignment misconduct and exam misconduct;

• are addressed by the course instructor in consultation with faculty colleagues and/or department chairs, where appropriate;

• are not reported to the Dean;

• shall result in a grade penalty and/or additional work proportionate to the breach committed, but not a "0" on the assignment, exam, or in the course;

• must be resolved so that the student is provided with additional instruction on integrity matters.

7.2 Level 2

Level 2 breaches show an evident intent to mislead but are limited in scope and premeditation. Breaches at this level:

• include assignment misconduct, exam misconduct, and other unethical behaviours;

• are addressed by the course instructor in consultation with faculty colleagues, department chairs, and/or Dean, where appropriate;

• must be reported to the Dean for inclusion in the student's academic record;

• will result in a significant grade penalty proportionate to the breach to a maximum of "0" on the assignment or exam but not in the course, and a formal letter from the Dean;

• must be resolved so that student is provided with additional instruction on integrity matters.

7.3 Level 3

Level 3 breaches demonstrate a flagrant and premeditated transgression of expressed rules and procedures related to academic integrity.

Breaches at this level:

• include assignment misconduct, exam misconduct, and other unethical behaviours;

• are addressed by the course instructor in consultation with faculty colleagues, department chairs, and/or Dean, where appropriate;

• must be reported to the Dean for inclusion in the student's academic record;

• will result in a grade penalty of "0" on the assignment or exam, to a maximum of "0" in the course, and a formal letter from the Dean.

7.4 Discontinuation

Any student found to breach academic integrity on three separate occasions at Level 2 and/or Level 3 of seriousness will be discontinued from the university for a period of 12 months.

The student will not be permitted to register in any CBU courses, for credit, for 12 months as of the date of discontinuance, nor will CBU accept transfer credits from other institutions if they

have been earned during that period. The notation for the discontinuation will appear on the transcript for the duration of the discontinuation.

8. Exceptions

Notwithstanding these guidelines, the Dean may exercise, in rare cases and on a one-time basis, discretion in cases where the first Level 2 or Level 3 transgression occurred during the student's first year of study at CBU.

In the interest of fairness and consistency only, the Dean may, after consultation with the department chair, modify a penalty assigned to a student as part of a Level 2 and Level 3 breach of academic integrity.

Furthermore, the Dean may resolve an extraordinary and flagrant breach of academic integrity by setting aside the requirement for three breaches and discontinue a student immediately. This action must be approved by the Vice-President Academic and Provost.

Any actions taken by the Dean under this article must be documented for inclusion in the students' confidential academic file.

9. Appeals

Consistent with the university's "Appeals of Academic Decisions" policy, students have the right to appeal decisions made under sections 6, 7, and 8 of the "Academic Integrity" policy.

10. Record Keeping and Reporting

Academic integrity breaches at Level 2 and Level 3 of seriousness will be reported by the Dean to the Registrar's Office for inclusion in the student's confidential academic record.

The Registrar's Office will provide the Vice-President Academic and Provost with a summary of academic integrity breaches on an annual basis.

Shannon School of Business

Disclaimer

When changes are made in program structure, a student already registered may choose to satisfy the new program requirements or to complete the program as it was when the student began his/her program if this is still possible and reasonable.

Cape Breton University (CBU) does not accept any responsibility for loss or damage suffered or incurred by any student as a result of suspension or termination of services, courses, or classes caused by reason

of strikes, lockouts, riots, weather, damage to University property and any other cause beyond the reasonable control of CBU.

Each student bears the responsibility of ensuring that his/her course choices satisfy both the overall program regulations and the individual department regulations for specializations, concentrations or majors.

George Karaphillis - Dean

Cape Breton University's Shannon School of Business offers flexible, innovative, business programming. The programs offered through the Shannon School of Business are:

- Master of Business Administration in Community Economic Development
- Bachelor of Business Administration
- Bachelor of Business Administration, Major in Accounting
- Bachelor of Business Administration, Major in Marketing
- Bachelor of Business Administration, Major in Supply Chain Management
- Bachelor of Hospitality and Tourism Management
- Bachelor of Emergency Management (3 year)
- Bachelor of Emergency Management, Health Emergency Major
- Bachelor of Technology Information (Through partnership with CIC)
- Post-Baccalaureate Diploma in Business Management
- Post-Baccalaureate Diploma in Supply Chain Management
- Post-Baccalaureate Diploma in Business Analytics (starting Sept 2019)
- Diploma in Emergency Management
- Certificate in Professional Development
- Certificate in Management & Administration (through Canadian Institute of Management)

In addition to degree programs, the Shannon School of Business offers courses which are recognized by a wide variety of professional societies and institutes.

The Shannon School of Business consists of two departments:

FINANCIAL AND INFORMATION MANAGEMENT

Derrick Hayes, Chair (Finance, Accounting, Information Technology, Management Science, Economics)

ORGANIZATIONAL MANAGEMENT

Theresa Corsano, Chair (Marketing, Management, Human Resources, Legal Studies, Hospitality and Tourism Management)

Sociology

Students must consult the BA and BACS degree regulations that form *minimum requirements* for the relevant programs in all subjects. Listed below are *special or additional requirements* that must be met by students in Sociology programs. (NOTE: SOCO and/or AN/S courses may be used to satisfy minimum BA or BACS degree requirements in Sociology programs.)

BA Concentration (30 Credits in Sociology)

- 6 credits Introductory courses: ANTH-1101 or ANTH-1103 or ANTH-1104 and SOCO-1301
- 6 credits in research methods is not required but strongly recommended (AN/S-2217; AN/S-2218; AN/S-3217; AN/S-3218)
- Of the 30 credits, at least 12 credits must be at the 3000 or 4000 level.

BA/BACS Minor (24 Credits in Sociology)

- 6 credits Introductory courses: ANTH-1101 or ANTH-1103 or ANTH-1104 and SOCO-1301

BACS Academic Field (24 Credits)

- 24 credits in one discipline with at least 6 credits at the 3000 or 4000 level

BA or BACS Major in (48 Credits in Sociology)

- 6 credits Introductory courses: ANTH-1101 or ANTH-1103 or ANTH-1104 and SOCO-1301
- 6 credits Sociological Theory (SOCO3300)
- 6 credits of Research Methods (AN/S-2217; AN/S-2218; AN/S-3217; AN/S-3218)
- Of the 48 credits required, 24 credits must be at the 3000 or 4000 level with at leat 9 credits at the 4000 level.

BA or BACS Double Major (36 credits in Sociology)

- 6 credits Introductory courses: ANTH-1101 or ANTH-1103 or ANTH-1104 and SOCO-1301
- 6 credits SOCO3300 (Survey of Sociological Theory)
- 6 credits Research Methods (AN/S-2217; AN/S-2218; AN/S-3217; AN/S-3218)
- Of the 36 credits required, a minimum of 18 credits at the 3000 or 4000 level, including a minimum of 6 credits at the 4000 level.

Multidisciplinary BA or BACS (with Sociology)

Please refer to BA or BACS program requirements regarding the development of a Multidisciplinary degree. Students interested in using Sociology as one of the subjects in the Multidisciplinary BA or BACS should consult with the Department Chair**.**

BA or BACS Honours (66 Credits in Sociology)

Students must consult BA or BACS Honours requirements for entering and graduating with an Honours degree. The 66 credits in a Sociology Honours must include:

- 6 credits Introductory courses: ANTH-1101 or ANTH-1103 or ANTH-110 and SOCO-1301
- 6 credits Research Methods (AN/S-2217; AN/S-2218; AN/S-3217; AN/S-3218)
- 6 credits SOCO3300 (Survey of Sociological Theory)
- Of the 66 credits required, 36 credits must be at the 3000 or 4000 level which must include a minimum of 15 credits at the 4000 level. The Honours Thesis SOCO-4900 maybe be included in the 15 credits at the 4000 level.

Sport and Physical Activity Leadership

Bachelor of Arts Community Studies Degree Requirements

Students must consult the BA and BACS degree regulations that form minimum requirements for the relevant programs in all subjects. Listed below are special or additional requirements that must be met by students in Sport and Physical Activity Leadership programs.

Sport and Physical Activity Leadership– Three Year Option

- Core: 24 COMS credits (COMS-1100, COMS-2103, COMS-2105, COMS-2101, COMS-3100, COMS-3101)
- Academic Field: 24 SPAL credits (must include at least 6 credits at 3000 level or higher)
- Career Related Disciplines: (2 – 3 academic disciplines, SPAL courses may not be used)
- Electives : 18 credits, maximum of 6 credits of SPAL)

Sport and Physical Activity Leadership – Four year Major Requirements

- Core: 30 COMS credits (COMS-1100, COMS-2103, COMS-2105, COMS-2101, COMS-3100, COMS-3101, COMS-4100)
- Major: 48 credits (SPAL), must include: SPAL-1104, SPAL-1105, SPAL-2103, SPAL-2104, SPAL-2105, SPAL-2109, 6 additional SPAL courses at 2000 level, 24 credits above the 2000 level with at least 9 credits at 4000 level.
- Minor: 24 credits in another academic discipline with at least 6 credits at 3000 level.
- Electives: 18 credits, must include 3 credits of English from the following: (ENGL-1104, ENGL-1107, ENGL-1109)

Sport and Physical Activity Leadership – Four year Honours Requirements

- Core: 30 COMS credits (COMS-1100, COMS-2103, COMS-2105, COMS-2101, COMS-3100, COMS-3101, COMS-4100)
- Honours: 66 credits (SPAL), must include: SPAL-1104, SPAL-1105, SPAL-2103, SPAL-2104, SPAL-2105, SPAL-2109, 12 additional SPAL courses at 2000 level, 36 credits above the 2000 level with at least 12 credits at 4000 level, including SPAL-4900.
- Electives: 24 credits, must include 3 credits of English.

NOTE:
To graduate with a major, students must achieve an average of at least 65% overall in the last 60 credits taken, and an average of least 65% in the Major disciplines. In the Major subject, students can take a maximum of 9 credits at the 1000 level. They must also have a minimum of 24 credits at the 3000 or 4000 level, of which at least 9 credits must be at the 4000 level.

SPAL courses may be taken by students in any program as electives or as a minor. SPAL may also be taken as part of a BACS double major or multidisciplinary degree, and also within the BACS-BBA degree.

For more information on this program and options, please visit www.cbu.ca/spal

Spring-Summer Courses

CBU courses taken during spring/summer session are considered to be regular university courses and no limitations or restrictions are placed on such courses, with one exception: because of the condensed

format of the spring and summer sessions and, except where their program requires otherwise, students normally take only two courses concurrently. Those wishing to take more than two courses concurrently must have the permission of the dean.

Standard for Proficiency in Computing

A student may satisfy the requirement for computer proficiency in the BSc in either of the following ways:

Option 1

Successful completion of a course of at least three credits devoted to a programming language in widespread use in scientific applications.

Option 2

Successful completion of one or more courses which provides instruction, including supervised laboratory experience, in a variety of software applications in widespread use in the scientific community. The list of applications covered should number at least three. Among acceptable applications are data analysis, computer algebra, database management, spreadsheet applications, web page design and presentation software. (This list is not to be regarded as exclusive, and can be expected to require periodic revision.) While the course or courses may also include brief introductions to word processing, email and Internet applications, appropriate to the intended audience, this introductory material will not satisfy the requirements above.

Note: Option 2 is not available to students whose subject of concentration is Mathematics. Students who have significant computing experience from other programs, work experience, private study or other non-traditional sources, will receive appropriate consideration and will not be unreasonably required to take further courses in this area. The Department of Mathematics, Physics and Geology will have a special responsibility for establishing and maintaining access to an assessment procedure for students claiming credit for such computing experience.

Steps to Full-Time Admission for Canadian High School Students

The following steps need to be completed in order to be considered for full-time admission:
Students may apply online at www.cbu.ca/apply. Otherwise, students should send the completed application form (available from the Office of the Registrar and Admissions or online at www.cbu.ca/apply/applications) as early in the year as possible, since applications received after August 1, cannot be guaranteed processing for September registration. The application for admission serves as the application for scholarships.

Students applying from high school should ask their schools to send their Grade 11 final grades and their Grade 12 first semester grades, or if a non-semestered school, mid-term grades. Grade 12 final evaluations should be submitted as soon as they are issued to the student. Grade 11 final grades will be considered as supporting documentation in the application.

Students who may meet the requirements for early admission may review our policy here.
Applications will be considered as soon as they are received, and preliminary admission will be granted on the basis of the information provided if there is capacity in the program sought and if the information to date is complete. Final admission decisions will be made when all relevant information is submitted. No application will be delayed or denied if all of the substantial information is supplied, if the requirements are met and if there is capacity in the program sought.

The non-refundable application fee (cheque, money order, Visa or MasterCard) should be attached to the application.

Steps to Full-Time Admission for Students Transferring from Other Universities and Colleges

The same steps for full-time admission for high school students above should be followed, with this difference: the student's high school should send the final grade 11 and 12 results and the university or college should send an official transcript.

Students seeking credit from previous post-secondary studies must apply for a Transfer Credit Assessment by submitting a Transfer Credit Assessment application (available at the Office of the Registrar and Admissions or online at www.cbu.ca/student-services/forms), along with the assessment fee and official transcripts from institutions from which they are seeking transfer credit.

Transfer Credit Applications received after August 1, cannot be guaranteed processing for September registration.

Steps to Part-Time Admission

As indicated elsewhere in these guidelines, CBU makes no fundamental distinction between full-time and part-time students. Technically, students are considered part-time if they are enrolled in fewer than three full-time course equivalents during the fall-winter session. As well, admission requirements for part-time students are no different from the admission requirements for any other students.

Evaluation Process

Within the first week of each course, the instructor shall provide a written description of the evaluation procedure to be employed. All elements that contribute to the final grade in the course along with the percentage proportion assigned to each will be included in the description of the evaluation procedure. The passing grade in most courses is 50 per cent.

Successful Completion of a Course

The passing grade in most courses is 50 percent.

Equivalency Key

For the benefit of those receiving institutions that prefer letter grades, or who use a four-point grade point system, the following equivalencies key may be used:

Cape Breton University Percentage Grades Equated to Letter Grades and Grade Points

Numerical Grade	Letter Grade	Approximate Grade Point Value
90-100%	A+	4.0
85-89%	A	3.9
80-84%	A-	3.7
77-79%	B+	3.3
73-76%	B	3.0
70-72%	B-	2.7
67-69%	C+	2.3
63-66%	C	2.0
60-62%	C-	1.7
57-59%	D+	1.3
53-56%	D	1.0
50-52%	D-	0.7
0-49%	F	0.0

Student Intellectual Property Policy

This policy sets out the guidelines and regulations around intellectual property (IP) related to works created by CBU students as part of their course work as well as when they are employed to conduct research. Please visit the link for more information http://www.cbu.ca/sites/cbu.ca/files/docs/CBU Student IP Policy.pdf

Supplementary Examinations

Supplemental exams are governed by all other policies and procedures found elsewhere in this document with the exception of scheduling since supplemental exams normally occur after the end of the semester during which the course occurred and so they must be scheduled differently from other exams.

Departments shall establish a policy on whether or not they will permit supplemental exams and this will be included on the course outline. The department shall inform the Registrar's Office of their policy for planning purposes. Departmental policy may include the right of individual course instructors to decide whether supplemental exams are available in their own courses. Departments are free to make separate decisions about lab or other practical exams.

An exam rewritten on the basis of extenuating circumstances is not considered a supplemental, and therefore not limited to a bare pass.

Where a departmental policy and/or instructor is allowing supplemental exams, they will only be made under the following circumstances

• The student has failed the course

• There are not extenuating circumstances which would justify an exam under the Extraordinary Circumstances section, above.

• The student must be in both good academic standing and good financial standing

• The student must have achieved a minimum mark in the course of 10% less than the passing grade in the student's program.

Scheduling of all supplemental exams shall be handled through the Registrar. Students must apply to write supplemental exams by submitting the appropriate form to the Registrar. The application must be submitted within the **first 5 class days** of the semester following the completion of the course. The supplemental exam shall occur within the first 10 class days of the semester following the completion of the course.

The application to apply for a supplemental exam will go live according to the policy dates outlined above. Failure to apply for a Supplemental Exam may result in the inability to participate in the exam.

The Supplemental Application will be within the Academic Calendar under Examination Information and on the Registrar's Office Webpage https://www.cbu.ca/current-students/registrars-office/.

Exam Information

The Registrar may set a processing deposit which will be required as part of any application to write a supplemental exam. The deposit shall be refunded if it is decided that the student does not qualify for a supplemental exam. The deposit will also be refunded when the instructor confirms to the Registrar that the student has written the supplemental exam.

The maximum final mark resulting from writing a supplemental exam is the pass mark for the program that the student is registered in.

The mark resulting from the supplemental replaces the original final mark on the student's transcript. If the resulting mark is lower than the original mark will stand.

The following limitations apply to the number of supplemental exams which can be granted to any student:

• No student shall write more than one supplemental exam per semester. The spring and summer intersessions shall each be considered a semester for this purpose.

• No student shall write more than one supplemental exam in the same course

- Apply to Write a Supplemental Exam Click Here!

Admission Requirements for Cape Breton University Undergraduate Programs

Program	Required Courses				Required Average	Recommended Courses	
	English	Math	Science	Additional 12 AD or AC		Math	Physics
Bachelor of Arts	12 AD or AC			4	65%		
Bachelor of Arts Community Studies	12 AD or AC			4	65%		
Bachelor of Business Administration	12 AD or AC	12 AD or AC		3	65%		
Bachelor of Hospitality and Tourism Management	12 AD or AC	12 AD or AC		3	65%		
Bachelor of Science and Bachelor of Science Community Studies	12 AD or AC	12 AD or AC	2 - 12 AD or AC[1]	1	65%	12 PC	
Bachelor of Science Nursing	12 AD or AC	12 AD or AC	2 - 12 AD or AC[2]	1	70% Gr. 11 and 12		
Bachelor of Science in Human Nutrition (Transfer)	12 AD or AC	12 AD or AC	2 - 12 AD or AC [6]	1	65%		
Bachelor of Engineering Technology (Electronics & Controls)	12 AD or AC	12 AD or AC	2- 12 AD or AC[1]	1	65%		12 AD or AC
Bachelor of Engineering Technology (Environmental Studies)	12 AD or AC	12 AD or AC	2-12 AD or AC[4]	1	65%		12 AD or AC
Bachelor of Engineering Technology (Manufacturing)	Completion of acceptable Technology diploma. Contact the Engineering department for information.						
Bachelor of Engineering Technology (Petroleum)	12 AD or AC	12 AD or AC	2-12 AD or AC[4]	1	65%		12 AD or AC
Bachelor of Technology (Emergency Management)	Completion of degree or diploma or relevant combination of education/work experience.						
Bachelor of Technology (Nautical Science)	Admission through the Canadian Coast Guard College						
Bachelor of Health Sciences (Public Health)	12 AD or AC	12 AD or AC	Chemistry and 1- 12 AD or AC[3]	1	65%		
Bachelor of Engineering (Transfer)	12 AD or AC	12 AD or AC	2 - 12 AD or AC[5]	1	65%	12 PC	12 AD or AC

Legend
AD - advanced
AC - academic
PC - pre-calculus

[1] Includes biology, chemistry, geology, and physics. (Environmental Science 12 can be used with biology, chemistry or physics).
[2] Includes biology, chemistry, and physics with biology and chemistry recommended.
[3] Additional sciences from biology, geology and physics with biology recommended
[4] Includes biology, chemistry, geology, and physics with chemistry and physics recommended. (Environmental Science 12 can be used with biology, chemistry or physics).
[5] Includes biology, chemistry, physics and geology.
[6] Includes biology, chemistry, geology, and physics with biology and chemistry recommended.

Taking Courses at Other Institutions

Students formally registered at CBU may take courses from another institution and have them transferred, with the prior permission of their school dean, into their CBU program. Normally, the total number of courses accepted shall not exceed 50% of the total number of courses required to complete the program. CBU has special agreements with some institutions which may allow students to utilize more courses than normal. Students should consult with their school dean for further information.

Terminology

For clarity the following terminology will be used throughout this policy.

Credential:
This will be used throughout this policy to distinguish between programs, for example, BA, BSc, BBA, BACS, BEd, etc.

Cape Breton University Academic Calendar

Degree:

This word will be used to distinguish within a credential between the type of degree independent of any major, focus or option. Examples: 3 year general, 4 year major, double major, honours, etc.

Discipline:

This word refers to the focus of the degree, whether this is a concentration, major, option, etc. Examples: English, Psychology, Physics, Accounting, Intermediate/Secondary Education, etc.

To illustrate: 4 year Bachelor of Arts Major in Psychology:

Credential: Bachelor of Arts

Degree: 4 year major

Discipline: Psychology

THE DEAN'S LIST

(Effective September 2018)

Dean's List is a non-monetary distinction awarded to students enrolled in an **undergraduate** program in the School of Arts and Social Sciences, Shannon School of Business, School of Education and Health and School of Science and Technology.

The Dean's List gives special recognition to students who achieve a minimum level of scholarly excellence.

To be eligible for the Dean's List, students must meet the following criteria:

1. Students must achieve an average of 80% for Dean's List or an average of 85% for Dean's List with Distinction with the average calculated using all courses found on the transcript beginning May 1 and ending April 30.

2. Students must complete a minimum of 24 credits in the Fall/Winter term to be considered for inclusion on the Dean's List.

3. Students with a diagnosed disability must complete a minimum of 12 credits in the Fall/Winter term.

4. Students who do not fall into the categories outlined above may officially apply for placement on the Dean's List. Placement will be based upon achievement of at least 80% on at least 30 credit hours completed between the start of a term in a previous year and the end of the current academic year. Students would fall into this category if they took courses on a Letter of Permission at another institution, were on a work term, were enrolled on a part-time basis or completed less than 30 credit hours in an academic year. After having been placed on the Dean's List, these students must take at least 30 additional credit hours to qualify again for placement on the Dean's List.

5. Course failures or blank grades on the transcript between May 1 and April 30 will result in the student being ineligible for inclusion on the Dean's List.

6. The following notation on the transcript between May 1 and April 30 will result in the student being ineligible for inclusion on the Dean's List: INC – Incomplete, or NGR – No grade received.

7. Students who are eligible for the Dean's List will receive an Honours Society parchment and pin.

The Dean's List will be generated after July and the list will be posted outside the Dean's Offices.

Academic Record and Transcripts

A transcript is a complete record of the student's academic performance and is maintained in the Office of the Registrar and Admissions. Students may request a copy or copies of their transcript at any time, bearing in mind the following:

- Official transcripts are issued directly to an institution or agency at the student's request.

- Transcripts issued directly to the student, are marked accordingly. They are not official transcripts.

- Partial transcripts are not issued, and neither are any documents submitted directly to the Student Service Centre to support a student's application for admission or advanced standing.

- The fee for transcripts must be paid before the transcript is issued.

- Your name as it appears on Compass Student Account is the name that will appear on your transcript and diploma. This is the name that will be printed on your transcript, diploma and any other documents related to Convocation (programs, graduation list, invitations, etc.). No additional personal information will be added to the Diploma.

- Students' academic records, including their official University files, are the property of Cape Breton University. Access and disclosure of student academic records is governed by the University's policies, as well as Nova Scotia's Freedom of Information and Protection of Privacy Act (FOIPOP), and the federal Personal Information Protection and Electronic Documents Act (PIPEDA). As the University is committed to the integrity of its student records, students are required to provide, on their Application for Admission, their complete legal name. Any requests to change that name, by means of alteration, deletion, substitution or addition, must be made through a Change of Information form and submitted to Admissions@cbu.ca this must be accompanied by appropriate supporting documentation. For further information, contact the Registrar@cbu.ca .

Transfer from a Diploma to Bachelor of Arts Degree

All Diploma in Engineering Technology courses listed for transfer into science degree programs are also accepted in the BA degree program.

Diploma in Business Technology courses may be applied to the BA degree program.

Transfer from a Science Degree to Bachelor of Arts Degree

Bachelor of Science courses will be accepted for credit in the BA degree program.

Transfer from a Technology Diploma to Bachelor of Arts Community Studies Degree

After earning any co-op diploma, students may take advantage of the unique nature of CBU by proceeding directly into the Bachelor of Arts Community Studies program. Co-op diploma graduates will receive a block of credits equal to COMS1100, COMS2101 and COMS3101; the four career-related courses; and two electives as specified in the CBU calendar. Transfer students will be required to successfully complete seven degree courses (42 credits) as follows:

- Four courses (24 credits) in Community Studies (COMS1100, COMS2101/COMS3101, COMS2103 and COMS2105 and COMS3103 and COMS3105)
- Four courses (6 credits) in any degree discipline other than Community Studies

Students may also receive, on an individual basis, up to one full course of internal transfer credit (6 credits) if they have successfully completed a diploma course that has a degree course equivalency and wish to designate this discipline as their academic discipline within the BACS structure. Diploma students

may also enrol concurrently in certain diploma and degree courses with the permission of the school dean.

Tutorial Courses

Tutorial courses are those courses listed in the CBU calendar which are not included in that session's timetable and are offered in special circumstances to very small groups of students. Tutorial courses are arranged between the student and an instructor and require the approval of the dean.

Unama'ki College of Cape Breton University

Disclaimer

When changes are made in program structure, a student already registered may choose to satisfy the new program requirements or to complete the program as it was when the student began his/her program if this is still possible and reasonable.

Cape Breton University (CBU) does not accept any responsibility for loss or damage suffered or incurred by any student as a result of suspension or termination of services, courses, or classes caused by reason of strikes, lockouts, riots, weather, damage to University property and any other cause beyond the reasonable control of CBU.

Each student bears the responsibility of ensuring that his/her course choices satisfy both the overall program regulations and the individual department regulations for specializations, concentrations or majors.

STEPHEN AUGUSTINE, MA, BA, - Principal

Unama'ki College (formerly Mi'kmaq College Institute) of Cape Breton University strives to inform, research, teach and dialogue about the past and present realities of Aboriginal Nations, particularly, the Mi'kmaw First Nation. Unama'ki College provides, through its Mi'kmaq Resource Center (MRC) and Mi'kmaq Language Lab, exciting environments in which to participate in current projects and

research involving collaboration with Indigenous peoples, locally, nationally and internationally. Aboriginal and non-Aboriginal students alike, are drawn to the College because of the opportunities afforded to students to participate in ongoing dialogues about contemporary Indigenous issues.

The full and part time faculty members of the Unama'ki College teach academic courses in Mi'kmaq Studies (language/culture; governance/history and linguistics) as well as in MSIT / Integrative Science. The Unama'ki College of Cape Breton University offers academic courses related to Aboriginal issues and language using three delivery methods:

1. Courses are delivered at the main CBU campus in Sydney;
2. Courses are delivered in First Nations communities by faculty who travel to communities;
3. Courses are delivered in First Nations communities, regardless of location, via video conferencing.

Go to www.cbu.ca/unamaki for up-to-date information on Unama'ki College.

Unama'ki College Student Services

Mi'kmaq Student Services

Patrick Johnson, BA, (902) 563-1415

Mi'kmaq Student Services of Unama'ki College is a student support system for all Mi'kmaq and Aboriginal students enrolled in courses at the University. Services range from academic counselling to assistance for Mi'kmaq students applying for post-graduate studies. The Mi'kmaq Student Advisor acts as a liaison for all Mi'kmaq and Aboriginal students with faculty and staff of the institution, educational counsellors from First Nation Communities and Mi'kmaq organizations, as well as the Department of Indian and Northern Affairs. Mi'kmaq Student Services also provides information regarding selection of programs, admission requirements and career options available to potential and current Aboriginal students of CBU. It is located within the Unama'ki College.

Aboriginal Academic Support Programming

Leanne Simmons, MEd, Program Director (902)563-1240

Ann Denny, BBA, Aboriginal Community Liaison (902)563-1402

The Program Director for Aboriginal programs works closely with Mi'kmaw and other First Nations communities to see that their educational needs are addressed. Several programs that have emerged through contacts with Aboriginal communities: Elmitek (first year university access, in community, for First Nations students), the Mi'kmaq Science Advantage (MSAP) initiative and the modularized BA and BBA programs which are delivered in Aboriginal communities.

Elmitek (BA Degree) is a one-year post-secondary program designed for Mi'kmaq students who wish to further their education by attending university. "Elmitek", a Mi'kmaq expression for showing someone a path to follow, succinctly explains the program to its Aboriginal participants, many of whom use English as a second language. Elmitek points to a path that students may travel toward successful completion of a University education. The Elmitek Program is designed to make the transition into the University environment less traumatic and more successful for Aboriginal students. Their ranks are comprised of newly graduated high school students and mature students who have not been in a formal education system for several years. The Elmitek program utilizes several methods to make post-secondary education more accessible:

• Several classes are offered in First Nations Communities.

• During the first year, students are required to attend classes at the CBU campus only one day per week.

• Workshop sessions are scheduled to prepare students for their classes and assignments.

• A co-ordinator may be assigned to maintain close contact with and to support students at each site.

The Kwitn Program is an interdisciplinary bridging program that supports Mi'kmaw students as they transition from high school into post-secondary study and introduces them to opportunities in science, technology, and business. The goals of the Kwitn Program are to provide Mi'kmaw students with a broad, first-year transition experience during which they explore a variety of disciplines and careers related to these fields, and to build an academic skill foundation that will lead to success in students' chosen post-secondary programs. These goals are accomplished through small classes in a cohort model with community involvement and delivery. Students in Kwitn access tailored supports through a mentor-coordinator, tutors, and lifelong learning of Elders and knowledge keepers. Experiential learning is emphasized and Indigenous worldviews, perspectives, and ways of knowing are prominent across all courses. Upon completion of the suite of courses that comprise Kwitn, students receive personalized advising to assist them in choosing a program of study and are assigned a faculty mentor. As they transition into their chosen programs, they retain access to motivational and academic supports.