CBU Academic Calendar 2024-2025

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The Office of the Registrar is continuing to update 2024-2025 Academic Calendar within the Pressbooks platform. The contents of this Academic Calendar are subject to ongoing review and may be updated as necessary. For questions about the content in the Academic Calendar please reach out to registrar@cbu.ca.

CAPE BRETON UNIVERSITY

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The Office of the Registrar is continuing to update 2024-2025 Academic Calendar within the Pressbooks platform. The contents of this Academic Calendar are subject to ongoing review and may be updated as necessary. For questions about the content in the Academic Calendar please reach out to registrar@cbu.ca.

Academic Year 2024-2025

The Cape Breton University Academic Calendar is published in advance of the beginning of the academic year. The Calendar assists readers in understanding 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 the 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.

Please note, that students are responsible for following 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.

Cape Breton University reserves the right, without liability or penalty and without notice, to make changes to its courses, course scheduling, 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 at Cape Breton University shall be deemed to have agreed to any such changes, whether made before or after said acceptance.

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

About the Calendar

Disclaimer:

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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.

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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.

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

Official Statement

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.

Land Acknowledgement

Cape Breton University is in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq Nation. This territory is covered by the "Treaties of Peace and Friendship" which Mi'kmaq, Wəlastəkwiyik, and Passamaquoddy Peoples first signed with the British Crown in 1725 and 1726. The treaties did not deal with surrender of lands and resources but in fact recognized Mi'kmaq and Wəlastəkwiyik title and established the rules for what was to be an ongoing relationship between nations.

Cape Breton University recognizes the existence of people of African descent in Nova Scotia and acknowledges that African Nova Scotians are a distinct people whose histories, legacies, and contributions have enriched that part of Mi'kma'ki known as Nova Scotia for over 400 years. We honour them and offer our gratitude to the 52 historic, multi-generational Black communities in Nova Scotia that have shaped the diverse landscape of Canada.

Cape Breton University is committed to growing and nurturing these relationships and working to fulfil the Truth and Reconciliations Commission's Calls to Action for post-secondary education.

Cape Breton University Association Information

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.Located in Sydney, Nova Scotia, Cape Breton University (CBU) is Nova Scotia's youngest university. In the early 1970s, the need to develop an institution of higher learning to support the island's economy was recognized and in 1974, the College of Cape Breton (CCB) was established through an amalgamation of Xavier Junior College and the Nova Scotia Institute of Technology. Eight years later, the College was granted university status and became the University College of Cape Breton (UCCB), offering a mix of liberal arts and sciences degree programs, together with technological and vocational diploma programs. In the years that followed, UCCB was transformed into a primarily university-level institution, so a second name change, to the current Cape Breton University, received Royal Assent on May 19, 2005.

Today, CBU is home to approximately 8000 students, with over half of these students coming to CBU from outside of Canada. CBU is a comprehensive, primarily undergraduate university, offering a range of liberal arts, science, and professional programs, spread across four academic schools: School of Arts d Social Sciences, School of Science and Technology, Shannon School of Business, and the School of Education and Health. CBU currently offers two Master-level programs, namely Canada's only Master of Business Administration in Community Economic Development and a Master of Education with a focus on Sustainability, Creativity and Innovation. In addition to the schools, Cape Breton University's Unama'ki College provides educational opportunities, resources, and supports to the university's almost 300 Indigenous students.

The university maintains strong ties with the community and

demonstrates an ongoing commitment to community economic development, Indigenous learning, student-faculty engagement, and research into many aspects of environment and culture. This is evident in the strategic directions identified in the 2019-2024 Strategic Plan, emphasizing the university's commitment to:

- Invest in Our Students – Enriching the living and learning experience
- Champion the Island's Prosperity – Working to bolster the overall health and development of Cape Breton Island
- Indigenize the L'nu Way – "We are all Treaty People" – Building on our past and embracing new responsibilities
- Globalize with a Difference – Embracing differences and learning from each other
- Empower Faculty and Staff – Enabling employees to flourish

The ensuing CBU Academic Plan: Transformation Through Inquiry aims to advance the university in the areas of the strategic directions through concrete actions in four priority fields of focus: (1) Academic Integrity & Quality, (2) Teaching and the Student Learning Experience, (3) Program Innovation and Development, and (4) Research, Scholarship and Professional Practice.

Governance

The Board of Governors at CBU is responsible for the government, conduct, management and control of the university. Accountable to the Board, and supported by two Vice-Presidents, the President & Vice-Chancellor is the Academic Head and Chief Executive Officer with general

responsibility for the operation of the university. The University Senate is the senior academic decision-making body of the university, advisory to the Board and the President & Vice-Chancellor. The Senate is responsible for the quality assurance of academic programs.

CBU is guided by its University Mission, Vision, and Values. CBU's Mission Statement reflects the university's long-term outlook and objectives:

"Cape Breton University is committed to high-quality accessible education; Innovation research; and a vibrant, multicultural future for the Island."

The Vision is a short statement that articulates the potential inherent in CBU's future:

"Rooted in Cape Breton, connected to the world."

The University Values are formed through a sharing of cultures and heritage and a common view of the importance of students and the community.

Courage – Mel kik no'ti
Thriving through creativity and leadership

Cooperation – Maw lukitimk
Working together for the common good

Quality – Mawi kelu'lk
Achieving excellence through continual improvement

Cape Breton University President Information

President David C. Dingwall

The Honourable David C. Dingwall was installed as the 7th President and Vice-Chancellor of Cape Breton University on April 6, 2018.

Under his direction, Cape Breton University has achieved many significant milestones including the establishment of new strategic, research and academic plans, a new CBU brand, unprecedented enrolment growth, a revitalized campus including a major renovation to the Canada Games Complex (the future home of Female and Para Hockey in Canada), a Centre for Discovery and Innovation, a medical campus, a new School of Nursing, and several new programs including a Bachelor of Social Work.

President Dingwall is a member of the King's Privy Council and is an active member of Universities Canada, Universities Canada International Committee, the Association of Atlantic Universities, the Council of Nova Scotia University Presidents

(Chair), M Square Media International Advisory Board and the Canada-China Business Council, to name a few.

Mr. Dingwall is also a former Cabinet Minister and is highly regarded for his substantial, in-depth experience in both the private and public sectors, at both the national and international level. He also has extensive corporate governance experience and is the author of "Negotiating So Everyone Wins" – Secrets you can use from Canada's top business, sports, labour and political negotiators.

Mr. Dingwall holds degrees in commerce and law from Dalhousie University, has studied Corporate Governance at Harvard Law School and is also a graduate of the Institute of Corporate Directors (ICD.D), Rotman School of Management, University of Toronto. In 1997, he received an Honorary Doctorate of Laws from Cape Breton University.

He has been an extraordinary mentor to many Cape Bretoners and Canadians from coast to coast, helping them establish their own careers and make a mark across our country and beyond. He is the proud father of three children and grandfather to four grandchildren.

Interim Vice-President Academic (Provost)

Dr. Rod NIcholls

Vice President of Finance and Operations

Reporting to the President, the Vice President, Finance & Administration is responsible for all non-academic operations of the University. Working in cooperation with Senior Management Group members, the Vice-President provides leadership on administrative and financial matters of concern

to the University. The Vice-President, in the capacity of treasurer of the institution, serves as a member of the University's Board of Governors.

Gordon MacInnis, FCPA, FCA, Vice-President, Finance & Operations, Cape Breton University

Gordon MacInnis is responsible for the financial affairs of Cape Breton University as well as areas of human resources, facilities management, and information technology. He is also a strong contributor to setting the strategic directions of CBU and functions as a key liaison for senior orders of government.

Mr. MacInnis is a fellow chartered accountant and a member of the Institute of Public Administration of Canada with several decades of experience in senior public-sector management positions. He has participated on many provincial workgroups and task forces concerning public-sector policy initiatives. In addition to volunteering with several local community groups, Mr. MacInnis is a member of the Board of Directors of Inter-university Services Inc., an inter-provincial organization with

a goal of promoting collaboration between universities. He served as a member of the Premier's panel charged with evaluating candidates for receipt of a Premier's Award of Excellence to recognize outstanding on-the-job contributions of provincial employees and was also past-Chairman of the Board of Directors of the former Cape Breton Development Corporation, a federal crown corporation.

Since joining Cape Breton University in 2000, Mr. MacInnis has served in the roles of Chief Financial Officer and Interim President prior to assuming his present duties in 2003. Mr. MacInnis serves on the CBU Senate, various university committees and is a member of the University's Board of Governors in his role as Treasurer of the Board.

Cape Breton University Senate Membership

2023-2024

Ex officio:

President & Vice Chancellor – David Dingwall

President, CBU Students' Union – Sahilpreet Singh Chatha

VP Academic (Provost) – Rod Nicholls

Registrar – Bilynda Whiting

VP Finance & Operations – Gordon MacInnis

Dean, School of Arts & Social Sciences – Andy Parnaby

Dean, Shannon School of Business – John Nadeau

Dean, School of Education & Health (Interim) – Ellyn Lyle

Dean, School of Science & Technology – Stephanie MacQuarrie

Dean, School of Nursing – Kimberley Lamarche

Dean, Unama'ki College – Laurianne Sylvester

Associate Vice-President – Tanya Brann-Barrett

Academic & Research

Dean of the Library Catherine Arseneau

Two (2) external member of the Board of Governors: Ann Sylliboy & TBD

One (1) member from the Canadian coast Guard College: Sean Campbell

Eight (8) students nominated by the Students' Union:

Gideon Osaro Otoibhi

Colton Burke

Brandi Jean Lind

Juveriya Samreen

Hannah Lewis

Folorunsho Oduloye

Harmanjot Singh Ghuman

Viviana Paz Contreras Venegas

Six (6) full-time faculty (CBUFA or NSGEU members other than in exceptional circumstances) elected from and by the faculty of each of the four academic schools:

School of Arts and Social Sciences

Kylie Ewing	Jan Hancock
Tammy Bernasky	Hamid Andishan
Felix Odartey-Wellington	Joe Parish

Shannon School of Business

Ayse Ersoy	Sahand Ashtab
Mary Beth Doucette	Doug Lionais
Karen Rowe	Philip Eappen

School of Education and Health

Harkanwal Kaur	Carolin Kreber
Melissa Bishop	Michelle Prendergast
Carrie Karsgaard	Nancy Spina

School of Nursing

Danielle Boudreau	Samantha Hodder
Karen Kennedy	Janet Kuhnke
Virginia Gunn	Tracy Lillington

School of Science and Technology

Michael Henick	Paula Condon

Geoff Carre
Éric Thériault
Erin Robertson
Jamie Tunnicliff

One (1) faculty member (CBUFA or NSGEU member other than in exceptional circumstances) elected from and by the faculty of Unama'ki College: TBD

One (1) full-time faculty member, elected by and from among CBU's Librarians: Martin Chandler

One (1) full-time faculty member, elected by and from the academic school from which the Chair of senate was elected: TBD

Non-Voting Membership

The following shall have privileges of voice but not vote during any and all Senate deliberations:

Lead Educational Developer, Teaching & Learning, Research and Graduate Studies – Terry MacDonald

Director of Student Affairs – John Mayich

Important Links

Academic Plan
- Strategic Enrolment Management Plan
- Course Evaluations
- National Survey Of Student Engagement
- More information on CBU
- Cape Breton University Senate Information
- CBU, Board of Governors Information.

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.

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.

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 @ 4:00pm
TBD	Fall 2024/Winter 2025 Registration Schedule Opens
Thursday 16 and Friday 17	Convocation Days (By school will be determined in February 2024)
Monday 20	Victoria Day (CBU Closed)
	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 29, 2024 start courses
Thursday 13	Final grades for 6 week April 19th start courses (ending June 7), due by 4:00pm 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)

Spring/ Summer Semester (MAY – AUGUST 2024)	
Tuesday 16	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 applied for courses dropped after this date).
	Last day of classes for 8 week April 29th start courses
Thursday 27	Final grades due to the Registrar's Office by 4:00pm 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
	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 course
Thursday 25	Final grades for 12 week May start courses (ending July 19), due by 4:00pm in the Registrar's Office
Friday 26	Final grades for 12 week May start courses accessible
Tuesday 30	Last day for 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 start courses (ending on July 30), due by 4:00pm in the Registrar's Office

Spring/ Summer Semester (MAY – AUGUST 2024)

Monday 5	Civic Day - CBU closed
Tuesday 6	Final grades for 6 week start courses accessible
Saturday 31	Residence Move in Date

Note: The Bachelor of Education 12 Month (Start Date May 2024) will follow the schedule below and this program will adhere to the dates below.

Term	Last date for students to finalize registration for Fall Term courses (financial penalty applies for courses dropped after this date)	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.
Term 3 – Courses beginning August 26th, 2024	August 30th, 2024	September 16th, 2024
Term 4 – Courses beginning October 7th, 2024	October 11th, 2024	October 28th, 2024
Term 5 – Courses beginning November 18th, 2024	November 22nd, 2024	January 2nd, 2025.
Term 6 – Courses beginning January 6th, 2025	January 10th, 2025	January 27th, 2025
Term 7 – Courses beginning February 17th, 2025	February 21st, 2025	March 28th, 2025
Term 8 – Courses beginning March 24th, 2025	March 28th, 2025	April 11th, 2025

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	
Wednesday, November 6	Fall Convocation
	Applications for 2025 Spring Convocation open
Monday 11	In Observance of Remembrance Day (CBU Closed)

Fall Semester (SEPTEMBER – DECEMBER 2024)	
Monday 11-15	Fall Reading Week - No classes
December 2024	
Tuesday 3	Classes End – Last Day of classes
Wednesday 4	Monday Make Up Day - At the instructor's discretion
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
Saturday 21	Grades accessible to students
December Break	CBU Closed Monday December 23 and Re-opens Thursday January 2

** Updated: CBU Closed Monday, December 22nd and Re-opens Thursday, January 2nd.

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)
Tuesday 21	Last date to appeal a final grade posted Saturday, December 21, 2024
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
Monday 24	The Registrar's Office will open the academic course timetable for Spring/Summer 2025, for planning and viewing.
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
Tuesday 4	Spring/Summer Registration Opens

Winter Semester (JANUARY – APRIL 2025)	
Wednesday 19	The Registrar's Office will open the academic course timetable for Fall 2025 and Winter 2026, for planning and viewing.
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)
Tuesday 13	The Registrar's Office will open the academic course timetable for Fall 2025 and Winter 2026 for registration for all returning students
Wednesday 14	The Registrar's Office will open the academic course timetable for Fall 2025 and Winter 2026 for registration for all new students
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
Mon. May 26, Tues. May 27, 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

Spring/ Summer Semester (MAY-AUGUST 2025)	
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)

Spring/ Summer Semester (MAY-AUGUST 2025)

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
Sunday 31	Last day to apply to graduate in Fall 2025

Fall Semester (SEPTEMBER - DECEMBER 2025)	
September 2025	_____
Monday 1	Labour Day (CBU Closed)
TBD	Calculus Readiness Test. Scheduled for 6 pm. Details on how to register.
TBD	Orientation
Wednesday 3	Classes Begin
Thursday 11	Last date for students to finalize registration for Fall Term courses (financial penalty applies for courses dropped after this date)
TBD	Last Day to opt out of Students' Union Health Plan
Tuesday 30	CBU closed n Observance of National Day for Truth and Reconciliation
	Deadline for Payment for Fall Term Fees
October 2025	_____
Friday 10	Exam schedule posted for December examinations
Monday 13	Thanksgiving (CBU Closed)
Friday 31	Deadline for Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for January Registration. Program change applications will be subject to the regulation below and some programs may follow admission deadlines due to seat availability. Click Here! For Admission Deadlines
November 2025	_____
Wednesday 5	Fall 2025 Convocation (TBD – Availability)
Friday 7	Final Date to Withdraw from a Fall Term 3 credit course without academic penalty (financial penalty applies). Any Fall courses withdrawals after this day will receive a WF grade.
Monday 10 - Friday 14	Fall Reading Week – No Classes

Fall Semester (SEPTEMBER - DECEMBER 2025)	
Tuesday 11	CBU Closed in Observation of Remembrance Day
Monday 17	Application to Graduate for 2026 Spring Convocation opens
December 2025	_____
Wednesday 3	Last day of classes for Fall 2025 term
	Assigned a Monday (to make up for loss Mondays in Fall 2025 Term)
Thursday 4 and Friday 5	In the event of campus closure due to weather or other conditions, December 4 and 5 will be used as class make-up days. If usage is required, the class schedule will be determined by the Registrar's Office
Monday 8	Fall term examinations begin
Wednesday 17	Fall term examinations end
Thursday 18	Examination make-up date
Monday 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 2026
Tuesday 23	Fall grades accessible
December Break	CBU Closed Wednesday December 24, 2025 at noon and Re-opens Friday January 2, 2026

Winter Semester (JANUARY - APRIL 2026)	
January 2026	_____
Friday January 2	CBU Reopens
Tuesday January 6	Classes begin for Winter 2026 semester
Wednesday 14	Last date for students to finalize registration for Winter Term courses (financial penalty applies for courses dropped after this date)
	Final date to withdraw from a full-year (six credit) course without academic penalty (financial penalty will apply). Six credit courses withdrawn after this date will receive a WF grade.
Tuesday 30	Deadline for Payment for Winter Term Fees
Wednesday 31	Final date to clear 2025 Fall Term INC grades
February 2026	_____
Friday 13	Final exam schedule posted for April examinations
Monday 16	CBU Closed in observation of Nova Scotia Heritage Day
Monday 16 - Friday 20	Winter Reading Week – No Classes
Friday 27	Final Date to Withdraw from a Winter Term 3 credit course without academic penalty (financial penalty applies) Any course withdrawals after today will receive a “WF” grade.
March 2026	_____
	Note: Dates for Spring 2026 Registration, Fall 2026 and Winter 2027 TBD
Monday 2	Final Day to apply for CBU Entrance Scholarships

Winter Semester (JANUARY - APRIL 2026)	
Friday 27	Deadline for Applications for PLA, Transfer Credits and Program Changes received after this date may not be processed in time for September Registration. Program change applications will be subject to the regulation below and some programs may follow admission deadlines due to seat availability. Click Here! For Admission Deadlines
April 2026	_____
Friday 3	CBU Closed in Observation of Good Friday
Monday 6	CBU Closed in Observation of Easter Monday
Tuesday 7	Assigned a Monday (to make up for loss Mondays in Winter Term 2026)
Wednesday 8	Assigned a Friday (to make up for loss Fridays in Winter Term 2026)
	Last Day of Classes Winter Term 2026
Thursday 9 and Friday 10	In the event of campus closure due to weather or other conditions, April 9 and 10 will be used as class make-up days. If usage is required, the class schedule will be determined by the Registrar's Office
Monday 13	Winter term examinations begin
Wednesday 22	Winter term examinations end
Thursday 23	Exam Make Up Day
Monday 27	Final grades due by 4:00 pm in the Registrar's Office
Tuesday 28	Grades available to students

SECTION I

INFORMATION ON CAPE BRETON UNIVERSITY ADMISSIONS

Undergraduate Admission Requirements

Cape Breton University will not be offering admission into the Post-Baccalaureate Diplomas in Business Management or Healthcare Management, or the Diploma in Government Management, for May 2025 and September 2025.

School of Arts and Social Sciences	
Bachelor of Arts	English 12 and 4 additional grade 12 courses. Minimum overall average of 65%.
Bachelor of Arts (CO-OP)	English 12 and 4 additional grade 12 courses. Minimum overall average of 75%.
Bachelor of Arts (Gaelic College Partnership at Beinn Mhabu Campus)	English 12 and 4 additional grade 12 courses. Minimum overall average of 65%.
Bachelor of Arts Community Studies	English 12 and 4 additional grade 12 courses. Minimum overall average of 65%.
Bachelor of Arts Community Studies (CO-OP)	English 12 and 4 additional grade 12 courses. Minimum overall average of 75%.
Bachelor of Arts and Science in Environment	English 12, Mathematics 12, Science 12 (from Biology, Chemistry, or Physics) and 2 additional grade 12 courses. Minimum overall average of 75%.
Bachelor of Social Work	Completion of an undergraduate degree (minimum 90-credit degree) and submission of transcripts from all post-secondary institutions attended. Minimum 70% average within the last 30 credits. Submission of personal statement which describes the applicant's interest in social work. Submission of work and volunteer experience. Three references: one academic and two professional. Applications will be screened during the admissions process and selected applicants will move forward to an interview. All course requirements must be met by May 1 in order to be eligible for Fall admission.
Diploma in Government Management	English 12 and 4 additional grade 12 courses. Minimum overall average of 65%.

Elmitek Program	English 12 and 4 additional grade 12 courses. Minimum overall average of 65%.

Shannon School of Business

Bachelor of Business Administration	English 12, Mathematics 12 and 3 additional grade 12 courses. Minimum overall average of 65%.
Bachelor of Business Administration CO-OP	English 12, Mathematics 12 and 3 additional grade 12 courses. Minimum overall average of 75%.
Bachelor of Hospitality and Tourism Management	English 12, Mathematics 12 and 3 additional grade 12 courses. Minimum overall average of 65%.
Post-Baccalaureate Diploma in Business Analytics	Graduate of an appropriately accredited university bachelor's degree with nan overall average of B or higher. Students must also have 2 Mathematics/ Statistics courses with B+ grades in their university courses.
Post-Baccalaureate Diploma in Business Management	Graduate of an appropriately accredited university bachelor's degree with an overall average of B or higher.
Post-Baccalaureate Diploma in Health Care Management	Graduate of an appropriately accredited university bachelor's degree with an overall average of B or higher.
Post-Baccalaureate Diploma in Supply Chain Management	Graduate of an appropriately accredited university bachelor's degree with an overall average of B or higher.
Master of Business Administration in Community Economic Development	Bachelor's degree with a B+ (75% average) from a recognized university. 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 one professional and one academic. Official score report showing satisfactory scores on the GMAT or GRE.

School of Science and Technology	
Bachelor of Science	English 12, Mathematics 12, 2 Science 12 (Chemistry, Physics, or Biology) and 1 additional grade 12 course. Minimum overall average of 65%. *Physics recommended*.
Bachelor of Engineering Transfer (Engineering Diploma)	English 12, Mathematics 12, 2 Science 12 (Chemistry, Physics, or Biology) and 1 additional grade 12 course. Minimum overall average of 65%. *Pre-cal, Chemistry, and Physics recommended*.
Bachelor of Engineering Technology	
– Electronics and Controls/ Advanced Electronics	Direct Entry: English 12, Mathematics 12, 2 Science 12 (Chemistry, Physics, or Biology) and 1 additional grade 12 course. Minimum overall average of 65%. *Chemistry and Physics recommended*. Post-Diploma: Completion of a diploma which falls under one of our articulation agreements. Post-Degree: Graduate of a science degree in electrical/ electronics or closely related program.

– Environmental Studies	Direct Entry: English 12, Mathematics 12, 2 Science 12 (Chemistry, Physics, or Biology) and 1 additional grade 12 course. Minimum overall average of 65%. *Chemistry and Physics recommended*. Post-Diploma: Completion of a diploma which falls under one of our articulation agreements. Post-Degree: Graduate of a Bachelor of Science which includes *MATH1105 (or equivalent) and CHEM1104
– Petroleum	Direct Entry: English 12, Mathematics 12, 2 Science 12 (Chemistry, Physics, or Biology) and 1 additional grade 12 course. Minimum overall average of 65%. *Chemistry and Physics recommended*. Post-Diploma: Completion of a diploma which falls under one of our articulation agreements. Post-Degree: Graduate of a Bachelor of Science which includes *MATH1105 (or equivalent) and CHEM1104.
– Chemical	Direct Entry: English 12, Mathematics 12, 2 Science 12 (Chemistry, Physics, or Biology) and 1 additional grade 12 course. Minimum overall average of 65%. *Chemistry recommended*. Post-Diploma: Completion of a diploma which falls under one of our articulation agreements. Post-Degree: Graduate of a Bachelor of Science which includes *MATH1105 (or equivalent) and CHEM1104.

– Manufacturing	Appropriately accredited community college diploma at the technologist level. Interested students should contact the engineering department for further information or review our Articulation Agreement database: CBU Articulation Agreements

School of Education and Health

Bachelor of Health Sciences (Public Health)	Direct Entry: English 12, Mathematics 12, 2 Science 12 (Chemistry, Physics, or Biology) and 1 additional grade 12 course. Minimum overall average of 65%. *Chemistry is required and Physics is recommended.* Post-Diploma: Completion of a diploma which falls under one of our articulation agreements. Post-Degree: Appropriately accredited university science degree with 3 credits in Chemistry and an Introductory Microbiology. In-Career: CPHI(C) is required to enter the one-year professional degree completion option.
Bachelor of Science, Nutrition	English 12, Mathematics 12, 2 Science 12 (Chemistry, Physics, or Biology) and 1 additional grade 12 course. Minimum overall average of 65%. *Pre-cal, Biology, and Chemistry recommended*.
Post-Baccalaureate Diploma in Occupational Health and Safety Management	Graduate of an appropriately accredited university bachelor's degree with an overall average of B or higher.
Master of Education (Educational Technology)	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.
Master of Education in Sustainability, Creativity and Innovation	Undergraduate degree with at least a 70% average. Current resume/CV. A 700-1000 word statement of intent, as well as an academic and professional letter of recommendation.

Diploma in Educational Technology	Graduate of an appropriately accredited undergraduate degree.

School of Nursing

Bachelor of Science Nursing	Direct Entry: English 12, Mathematics 12, 2 Science 12 (Chemistry, Physics, or Biology) and 1 additional grade 12 course. Minimum overall average of 70%. LPN Bridge: Completion of two-year Practical Nursing Program from an accredited Canadian post-secondary institution. Completion of at least 1800 hours of work experience as an LPN within the last two years, with a signed letter from an employer as proof of hours. Possession of a valid Nova Scotia LPN license. Letter of Intent. Advanced Standing: 30 post-secondary credits in which students have the following: Physiology, Human Anatomy, English, Microbiology, and Statistics. Additional 15 credits of university level courses. Minimum 65% average in each required course.

Admission Paths

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

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

1. Transfer: Applicants 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. Transcripts for all previous post-secondary education must be submitted with the application, even when transfer credits are not sought.
2. Visiting: Visiting students from other post-secondary institutions who plan to take one or more courses at Cape Breton University, with the permission of their home institution, to transfer those credits back to their home institution. Permission must be granted from their home institution via a Letter of Permission.
3. High School Graduates (direct from high school): High school graduates who satisfy the admission requirements of their chosen program. Students may also be admitted as non-traditional learners.
4. Mature Learners: Applicants may also be admitted as non-traditional learners, such as a mature student (See Admission Requirement for Mature Students (Non-Traditional Learners).
5. Post Degree or Post Diploma: Student returning to post-secondary education who have already completed a diploma or degree in cases where the degree is a requirement to admission (i.e. Master degrees, Post-baccalaureate diplomas, and professional degrees such as Bachelor of Social Work and Bachelor of Education). Even in instances when the degree or diploma is not required for admission, transcripts for all previous post-secondary education must be submitted with the application.

6. Auditing a Course: Applicants 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. Applicants must submit an application to No Formal Program and notify the Registrar's Office of their intention to audit a course.

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 Formal Program.

Applicants will be required to submit official documents (e.g. transcripts from other institutions) when they apply for admission. Official documents can be submitted to admissions@cbu.ca or uploaded to an applicants' Future Student Account (the account used to submit an application).

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 to third parties.

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

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 CBU's Jennifer Keeping Centre at (902) 563-1404 (voice) or (902) 539-4772 (TTY).

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 to parties.

Present course code equivalencies from other Canadian

provinces can be found at: Canadian Applicants – Cape Breton University : Cape Breton University (cbu.ca)

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. For example, the Bachelor of Science requires applicants to have English, Mathematics, 2 Sciences (from Chemistry, Biology, Physics, Geology), and one other course at the grade 12 or senior academic level. Applicants would be required to have met all requirements for admission.

Fall Admission for High School Students

Students may apply for early admission, commencing September 15 of the year in which they are registered in Grade 12.

Fall admission is available to those students who have meet the minimum admission grade requirements and who are currently registered in the Grade 12 courses that satisfy the

admission requirements for the academic programs to which they are applying.

Students applying for 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 fall admission must submit an official high school transcript to the Office of the Registrar and Admissions by July 15 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.

Applicants in previous years would apply for Early Fall Admission, requiring a 75% minimum average in Grade 11 and were registered in the Grade 12 courses that would satisfy the admission requirements for the academic programs to which they were applying. Refer to the Academic Calendar archives for this policy.

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.

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 to the Bachelor of Arts, Bachelor of Arts Community Studies, or No Formal Program 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 (i.e. the Bachelor of Science requires applicants to have completed English, Mathematics, 2 Sciences, and one other course at the grade 12 or senior academic level);
- to prepare for university study, some upgrading may be required (i.e. upgrading Mathematics to meet the Bachelor of Science requirements);
- 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 Admissions Specialist to determine what upgrading is required.

- domestic applicants who meet the above conditions and have completed a Canadian General Educational Development (GED) or the Canadian Adult Education Credential (CAEC) test are included under the Mature Student Policy for non-traditional learners).

English Language Proficiency

The majority of programs at Cape Breton University are taught in English. Students need strong English communication, listening, comprehension, reading and writing skills to be successful.

Cape Breton University has strong relationships with several English language partners including Cape Breton Language Centre (CBLC), English School of Canada (ESC), EC English Language School and ILAC. If an applicant's first language is not English, they will need to provide documentation to show that CBU's English language proficiency requirements have been met. See requirements below.

Please note that some programs have different language requirements other than the requirements noted below. Please refer to the program page of the specific program to confirm language requirements.

Official Testing Scores

Test results must be sent to Cape Breton University from

one of the following agencies or upload to the applicant's CBU Future Student account:

- TOEFL iBT (and iBT Home Edition): minimum overall score of 80 with no score below 20. www.ets.org
- IELTS Academic (and IELTS Indicator): minimum overall score of 6.5 with no band below 6.0. www.ielts.org
- CAEL: minimum score of 60. www.cael.ca
- MELAB: minimum score of 85. www.melab.ca
- Pearson PTE (Academic): minimum overall score of 59 with no score below 50. www.pearsonpte.com
- CanTEST: minimum score of 4.5 (reading & listening) and 4.0 (writing): www.cantest.ca
- Duolingo English Test: minimum score of 120 with no score below 105 for undergraduate programs, diplomas, and certificates. Minimum score of 125 with no score below 110 for Master of Business Administration, Bachelor of Education, and Post-baccalaureate diplomas. www.englishtest.duolingo.com

English Proficiency Exemption

If an applicant has completed at least two years in a secondary school (as recognized by CBU) or has completed at least 30 credit hours (or equivalent) at a post-secondary institution (as recognized by CBU) where English is the primary language of instruction, they are not required to submit a language score. Official documentation such as an official Medium of Instruction (MOI) letter from the applicant's previous institution will be required to confirm this period of study was in English.

If an applicant meets the English Proficiency Exemption and submits a language score anyway, the score will be assessed against the minimum score requirements listed above. If they meet the English Proficiency Exemption and has submitted a

score that falls below the minimum score requirements above, the application will be deemed inadmissible. TO be considered for re-admission, an official test score must be submitted demonstrating the minimum scores are met.

In all cases, Cape Breton University reserves the right to require proof of language proficiency before permission will be granted to register in academic courses.

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.

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.

Home Schooled Students

CBU welcomes applications from home schooled students.

Home schooled applicants must also meet our general entrance requirements. Applications are reviewed on a case-by-case basis. Applicants should provide as much supporting information as possible, including:

- A letter from the applicant setting out their educational goals
- A writing sample from the applicant
- Information from the educator about the curriculum followed
- List of textbooks used/books read
- Any available transcripts
- Results of any standardized testing (i.e. SAT or ACT)
- For any program requiring Pre-Calculus, we require completion of CBU's Math Readiness Assessment
- Additional course-specific assessments may be required for admission

If you have questions, contact admissions@cbu.ca or call 902-563-1330

Information can also be found on CBU's Admission for Canadian Applicants webpage.

General Admissions 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 for any documents related to admission this request can be made at anytime during the student progression in their academic program.

In addition, if it is discovered that a student, who is enrolled at Cape Breton University, has gained admission to the University using false, misrepresentative, and/or incomplete information, the University reserves the right to suspend the student or take other measure(s) deemed appropriate. If it is discovered that a student has submitted falsified, misrepresentative, or altered University documents to an external body, the University reserves the right to suspend the student or take other measure(s) deemed appropriate.

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

1250 Grand Lake Road

Sydney, Nova Scotia

B1M 1A2

Phone: (902) 563-1330

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.

Residence

For information on application to residence, visit www.cbu.ca/housing-dining.

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.ca 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

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.

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 COMS-1100, COMS-2101 and COMS-3101.

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.

Articulation Agreements 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.

Advanced Credit Recognition for IB Students

With the 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 the 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.

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 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.

Information for International Applicants:

Disclaimer: Please note that Cape Breton University (CBU) cannot guarantee that students will be eligible for a Post-Graduation Work Permit (PGWP) upon graduation. Eligibility for a PGWP is determined by **Immigration, Refugees and Citizenship Canada (IRCC)**, and their regulations are subject to change. We strongly encourage all students to stay informed and regularly monitor the latest updates and policies provided by IRCC. For the most current information, please visit the IRCC website: IRCC Official Website.

International Application Deadlines

Information on how to Defer to a Future Term

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

email: Admissions@cbu.ca Or tel:(902) 563-1330
Note: It can take several weeks to process an international application so please ensure all documents are uploaded into the application portal.

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.

More information on 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

Important information on Post-Baccalaureate Diploma Admissions

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:

- 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
- Students will need to be re-advised in their new program of study before they can register for classes
- No applications will be considered after:
    - Oct 31 for the Winter Term (January Start)

- March 31 for Spring/Summer Session (May Start)
- 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

Country Based 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.

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.

International Student Advisors

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

Email: Donalda_Johnston@cbu.ca

SECTION II

ACADEMIC AND INSTITUTIONAL REGULATIONS

Appeal Information

Policy Name	Appeals of Academic Decisions
Policy Number	AC-01 September 2022
Origin	Academic Committee
Authority	Senate
Date of Original Approval	2022-12
Supersedes	Appeals policy
Senate Approval Dates	2022-12-16
Effective from	2022-12-16
Review Date	2027–06-2027
Responsibility for Review	Academic Committee
Responsibility for Implementation	Registrar, Faculty, Chairs, and Deans

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.

Note: The review process may take several weeks to complete. Please keep in mind that an appeal must be based on **solid evidence** and not merely on dissatisfaction with an academic decision. The appeal process requires a focus on presenting factual, well-supported information that demonstrates the basis for disagreement with the decision.

Students may appeal three types of academic decisions:

1. A final grade in a course; (only applies to end of term final grades)
2. A breach of the university's academic integrity policy;
3. and an assessment of academic standing, including suspension or dismissal from studies.

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. Applications for reassessment must be received within 14 days of the academic decision (**14 Business Days for December Term Grades Only) of the end of the term in which the disputed mark was assigned. Upon receipt of a completed

form, the Registrar's Office will notify the relevant department chair and dean and the appeal process will begin. Applications will only move forward to the next level if sufficient information has been provide to support the grounds for an appeal.

Steps to Initiate the Appeals Process

1. Student must consult with faculty/Chair and/or Associate Dean regarding the academic decision.
2. Student must provide "Reason for Appeal" on the form must contain specifics as to when the instructor and Associate Dean were consulted, together with any other information the student consider relevant.
3. Student must provide reasons/explanation for the Appeal and supporting documents.
4. Student must provide thorough and complete details as it is the students' responsibility to demonstrate why there is a disagreement with an academic decision.
5. All appeal requests must be made within 14 days (**14 Business Days for December Academic Decisions) of the academic decision.

Note: Grade Appeals: Students can only appeal an official **final grade** and after the appeal is launched, the final grade may be raised, lowered or remain unchanged.

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:

CBU Service Form, Appeal Application, Option 12

Note: This form must be completed within 14 Days (**14 Business Days for December Grades) 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. Contact (registrar@cbu.ca) for questions related to an appeal application.

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 an application to 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.

Note: A detailed letter indicating the grounds for the appeal must be uploaded in the appeal application outlining the grounds for the appeal.

5.1.3 Upon receipt of the "Notice of Appeal" from the Registrar's Office,

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.

Note: The Department Chair will notify the student and Registrar (registrar@cbu.ca) the outcome of this decision regarding the review of the materials by the instructor.

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 via email (registrar@bu.ca) 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 Appeal of an Academic Integrity Violation

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/Performance

A student may appeal the decisions of the Academic Performance Policy 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 initiate all appeals a student must fill out the Notice of Appeal Form CBU Service Form, Appeal Application, Option 12

- To appeal a decision of **Restricted Enrolment** 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 CBU Service Form, Appeal Application, Option 12; outlining the grounds for appeal, including any extenuating circumstances. These appeals go directly to the Senate Appeals Committee.

6.0 Senate Appeals Committee

Note: A Senate Appeal can only be initiated once the results are provided to a student from the initial Appeal Process.

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:

**All Senate Appeals must be launched using the: CBU Service Form, Appeal Application, Option 12

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 (this must be uploaded in the CBU Service Form – Using Option 12). The Office of the Registrar will review the submitted information and formally forward it to the Chair of the Senate Committee for further consideration. All applications must be **complete** before the Office of the Registrar can formally forward them to the Chair of the Senate Committee. A complete application must include:

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: Dr. Kimberley Lamarche

6.2. Upon receipt of this letter (information), 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.

Determination and Categories of Academic Performance 01/03/25

Office of the Registrar: Updated: January 3, 2025

Policy Name	Determination of Categories: Academic Performance Policy
Policy Number	13122024
Origin	Academic Committee of Senate
Authority	Senate
Date of Original Approval Supersedes	2022-06-20 Academic Performance Review Policy
Senate Approval Dates	2024-12-13 2022-09-16
Effective from	2024-12-13 2022-09-16
Review/Retirement Date	2029–12-13
Responsibility for Review	Chair of Academic Committee of Senate
Responsibility for Implementation	Academic Committee of Senate, Registrar

All Cape Breton University students are expected to maintain acceptable standards of academic performance. While most programs are subject to general academic regulations, certain professional programs are governed by their own Academic

Standing and Progression policies. These program-specific policies are outlined in the Cape Breton University Academic Calendar.

1. Purpose and Scope

1.1. This objective of this policy is to support students who may be at risk of not achieving their academic goals by evaluating their academic progress at the end of each semester and identifying appropriate supports, services, or restrictions if required.

1.2. This policy establishes a process for the evaluation of student progress at the end of each semester and the specific criteria upon which appropriate supports, services, or restrictions may be recommended or imposed.

1.3. The Registrar's Office will evaluate the cumulative semester average of every student enrolled in any formal program at Cape Breton University.

1.4. This review will take place at the end of every semester, including fall, winter, and spring-summer.

1.5. The cumulative semester average will be expressed as a percentage and will be used to determine the academic performance category that applies to each student. The academic performance categories are explained below.

1.6. Incomplete grades: students whose cumulative semester average cannot be evaluated due to receiving incomplete grades, will be restricted from making changes to their registration until updated grades are submitted and standing can be determined.

2. Overview of the Process

*Infographic will be available soon.

3. Jurisdiction

3.1. Office of the Registrar, Academic Schools and Students

4. Definitions

4.1. Good Standing: Students are admitted to Cape Breton University to their program of study in good academic standing. Students in good academic standing have met the minimum academic standard that is required for continued and unrestricted study at the university.

4.2. Academic Consultation: A student who does not meet the standards for good academic standing is approved to continue their studies with required academic advising and support to improve performance.

4.3. Restricted Enrolment: Limits a student's course registration and requires academic advising and compliance with conditions set by an academic committee and Registrar's Office to support their success.

4.4. Academic Suspension: A student on **Restricted Enrolment** with a failing cumulative semester average, or more than one failing grade, at the end of the semester on restricted enrolment will be placed on Academic Suspension from Cape Breton University for a minimum of one year. An academic comment will be placed on the student's transcript noting the suspension.

5. Good Academic Standing

5.1. CBU students are admitted to their program of study in good academic standing. Students in good academic standing have met the minimum academic standard that is required for

continued and unrestricted study at the university. For greater clarity, students are advised that meeting this minimum academic standard to continue as a student at CBU may not be sufficient to satisfy the progression or graduation requirements of their specific program of study.

5.2. To remain in good academic standing, a student must obtain a cumulative semester average that is 5 numerical grade points over the passing grade in their program and/or have no more than one failing grade in the semester.

5.3. Students who do not achieve a cumulative semester average that is 5 numerical grade points over the passing average in their program of study and/or fail more than one course in a semester, are no longer in good academic standing. A student who is no longer in good academic standing will be notified by the Registrar's Office and appropriate supports, services, or restrictions may be recommended or imposed., There are three stages to this notification and support process.

5.4. Students previously in good academic standing who fail all registered courses in a single academic semester will be moved to **Restricted Enrolment** without first being placed on **Academic Consultation** by the Registrar's Office.

6. Academic Consultation

6.1. A student who does not meet the standards for good academic standing, as outlined in section 2.2, may continue to enrol as a full-time student under Academic Consultation. Students on **Academic Consultation** will be strongly encouraged to connect to supports and services to support their academic progress. The Registrar's Office will send each student a notification outlining their Academic Consultation status and connect students to supports and services.

6.2. A student who is on Academic Consultation will return to good academic standing if, at the end of the semester, they

earn a cumulative semester average of 5 numerical grade points or more above the passing average for their program of study and do not have more than one failing grade.

6.3. A student who is on Academic Consultation and does not meet the requirements for good academic standing, as outlined above in section 5.2, at the end of their next semester of study will be placed on **Restricted Enrolment.**

6.4. A student cannot appeal an Academic Consultation decision and there is no notation or restriction placed on the student transcript.

7. Restricted Enrolment

7.1. Working with the Office of the Registrar, the academic committee of the academic school will assess the student's academic record and determine the level of allowable enrolment for the student who is on **Restricted Enrolment**. An academic committee is based in each academic school and is chaired by an associate dean or dean's delegate. Once placed on restricted enrolment, students are required to meet with an academic advisor before they can make any future changes to their registration. The Registrar's Office will send each student a notification outlining their **Restricted Enrolment** status and connecting them to available supports and services.

7.2. The academic school committee will strive to view the student's record as a whole and may impose or recommend other conditions for the student, as appropriate, and in the spirit of academic support and success. In some circumstance, a student may be required to participate in compulsory academic success coaching, adjust future enrolment by adding or dropping a course or changing programs to comply with the academic committee's decisions.

7.3. A student on **Restricted Enrolment**, who at the end of the semester, has a failing cumulative semester average or more

than one failing grade, but whose **overall average** remans at least 5 numerical grade points above the passing threshold, may be approved by the academic school committee in consultation with the Registrar to continue under **Restricted Enrolment** for additional consecutive semester. Should a student on **Restricted Enrolment** fail no more than one course in a semester, they may also remain on **Restricted Enrolment** for a consecutive semester if approved by academic school committee in consultation with the Registrar. In both cases, students place on Restricted Enrolment for a second consecutive semester are required to complete academic advising before marking any future changes to their registration.

7.4. Students are entitled to appeal the Academic Standing Decision of **"Restricted Enrolment**" Information on Appealing an Academic Decision can be found here: Cape Breton University Academic Calendar, Appeal Information

Note: Additionally, the student must complete the "Notice of Appeal" form through the student must fill out the CBU Service Form, Appeal Application, Option 12 if they wish to proceed with further review.

8. Academic Suspension

8.1. A student on **Restricted Enrolment** with a failing cumulative semester average, or more than one failing grade, at the end of the semester on restricted enrolment will be placed on Academic Suspension from Cape Breton University for a minimum of one year. When reviewing students' academic performance at this stage, the students' cumulative average across all semesters should be taken into consideration. Students with a cumulative average of 5 points above their program's passing average, may remain on

restricted enrolment for a second semester rather than moving to suspension.

8.2. A student on **Academic Suspension** may not enrol in any courses at CBU during the terms of Academic Suspension. A notation of Academic Suspension with the year will be added to the student's official transcript. This will remain on the student record. Cape Breton University will not accept transfer credit for courses taken while on **Academic Suspension**. The Deans Office will send each student a notification outlining their **Academic Suspension** with the details outlining the conditions of the suspension.

8.3. 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.

8.4. Students are entitled to appeal the Academic Standing Decision of **"Academic Suspension**" Information on Appealing an Academic Decision can be found here: Cape Breton University Academic Calendar, Appeal Information

Note: Additionally, the student must complete the "Notice of Appeal" form through the student must fill out the CBU Service Form, Appeal Application, Option 12 if they wish to proceed with further review.

8.5. Students with the status of Academic Suspension due to academic performance are not eligible to continue in their studies in different program at Cape Breton University until the terms of their suspension have been met.

9. Re-Admission to Cape Breton University after an Academic Suspension

9.1. Students who are approved by the Registrar and Dean for re-admission to Cape Breton University following an academic suspension must meet with an academic advisor, or a designated academic resource, prior to registering for courses. Upon re-admission, students will be placed on **Restricted Enrolment** for one academic semester.

9.2. If the student achieves a cumulative semester average of at least 5 numerical grade points above the required program average, with no failing grades, they will return to good academic standing and be permitted to enrol without restrictions.

9.3. Students placed on **Academic Suspension** for a second time, will not be eligible to apply for re-admission for a minimum of six consecutive academic semesters. A third academic suspension will result in indefinite suspension or expulsion from the University.

9.4. Special Circumstances: If a student demonstrates academic difficulties in a program in specific course or subject area, the Dean and Registrar may review their performance to determine whether dismissal from the program is warranted. In such cases, the student will be dismissed from the program but not from Cape Breton University. The student may be offered the opportunity to enrol in a new program under restricted enrolment standing. A notation regarding the program dismissal will be included on the student's official transcript. This approach allows the student to continue their academic journey in a different field while acknowledging the academic challenges encountered in their previous program. This consideration must take place prior to a student being placed on suspension and should be discussed during academic advising.

10. Appeals: Academic Decisions

10.1. Students have the right to appeal an academic decision under this policy as outlined in the Cape Breton University Academic Calendar, Appeal Information.

11. Student Record

11.1. At all times, the Office of the Registrar, is responsible for ensuring the accuracy, integrity, and privacy of a student's academic record. To ensure the consistent application of the academic performance policy, the Registrar's Office will also provide administrative support to deans and academic committees of the schools and collegial review of decisions that restrict student enrolment, or progression.

12. Professional Programs

12.1. Certain professional programs are excluded from the Determination of Categories of Academic Performance Policy because they either adhere to their own distinct policies and/or are governed by accreditation standards that may supersede institutional regulations. These programs, include the Bachelor of Education, Bachelor of Social work, Bachelor of Science Nursing, Education Diploma programs, and Master's level programs, operate under specific frameworks that align with the professional regulatory requirements of their respective fields. Their unique progression structures ensure compliance with accreditation standards, uphold professional standards, and maintain program specific integrity, which many not fully align with the broader institutional academic performance policy. To ensure consistency and fairness in decision making,

the Dean, Academic School Committee (or designate) in collaboration with the Registrar, may use the institutional policy in combination with the program specific progression framework. This approach supports for informed decisions that appropriately address student progression while respecting both the institutional and program specific standards.

These programs include:

- Bachelor of Education
- Bachelor of Science Nursing
- Bachelor of Social Work

In summary, the Determination of Categories of the Academic Performance Policy provides a clear, inclusive and consistent framework for assessing and categorizing student academic performance across programs. It ensures transparency, fairness, and alignment with institutional standards while allowing for program specific considerations where necessary. By balancing institutional policies with accreditation and professional requirements, the policy supports student success and maintains academic integrity of the institution.

Determination and Categories of Academic Performance 09/07/22

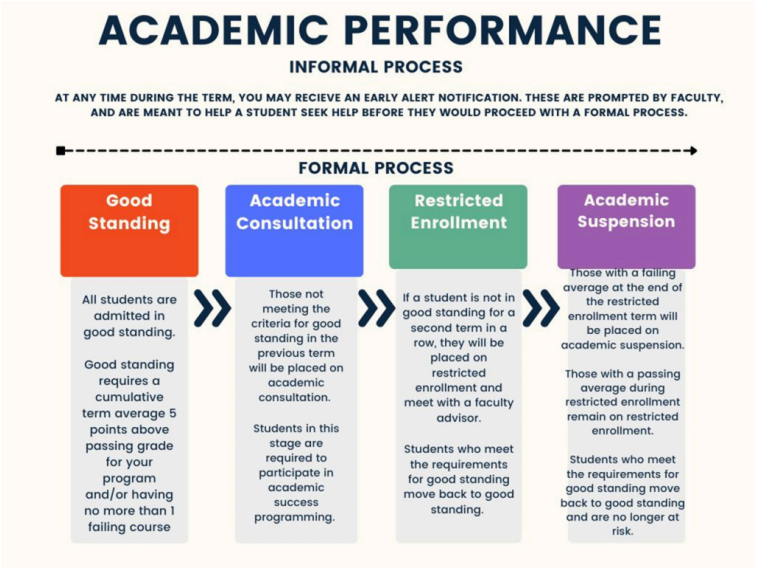
Office of the Registrar, Updated: September 7, 2022

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.



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.

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.

Restricted Enrollment

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.

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 year.

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 seeking re-admission at the end of their Academic Suspension must meet with an Academic Advisor before 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 be suspended indeterminately, and readmission will be evaluated on a case-by-case basis in consultation with the dean and the registrar. Further, if upon consultation with the dean, another program may be deemed more appropriate, a student could move programs as an alternative to being academically suspended again.

Appeals

Students may appeal the decision to place them on Academic Suspension by following the Appeals of Academic Decisions policy.

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.

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 .

Transcripts

A student's transcript of record is considered privileged information and will not be released to any individual outside of the University without the prior written consent of the student. As required by their appointment within the University, academic administrators have access to student academic records.

Transcripts include the following information: a) program(s) of study, major(s); b) advanced standing or transfer credit hours; c) grades for all courses attempted while at Cape Breton University; d) a student's academic standing.

All transcripts carry only the student's birth month and day. The year of birth is not included.

Introduction

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.

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.

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.

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.

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.

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.

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.

The Cape Breton University will only use your university email account for official communications, including messages from your instructors, department or faculty, academic advisors, and other administrative offices.

Student Email Policy Information

The Cape Breton University will only use your university email account for official communications, including messages from

your instructors, department or faculty, academic advisors, and other administrative offices.

Why does this policy exist?

Every year Cape Breton University students miss emails with crucial information, including class cancellation notices, assignment deadline changes, notification of outstanding fee balances, deregistration notices, important policy and regulation changes, overdue library notifications, important date reminders, and much more. A related concern is that the university ensures student privacy is not breached.

What does the policy mean?

All official university email communications will only be sent to a student's CBU's email account – generally, this includes any communication that could identify you as a Cape Breton University student. This means that:

- Instructors and other staff will not have access to your personal email addresses.
- Instructors are encouraged to outline how email or other methods of electronic communication will be used in courses and their expectations of you in this regard in their course syllabi.
- Instructors and other staff might not open or respond to emails that you send from a personal email account.

What are the implications for you as a student?

- You must activate and use your CBU email account.

- You are expected to be using your CBU email account no later than the end of the Registration Revision Period in your first term of attendance. Some faculties may require this sooner.

- You are responsible for checking for new mail regularly, and for managing your email – if your account fills up, you will no longer receive new emails.

- You should review your course syllabi for information about electronic communication expectations for your classes.

Release of Information About Students

1. Disclosure to Students of Their Own Records:

    - Students have the right to inspect their academic record, except for information that is evaluative, or opinion material compiled solely for the purpose of admission to an academic program, and to challenge contents, which they believe to be inaccurate. An employee of the Registrar's Office will be present during such an inspection.
    - Students will, on submission of a signed request and payment of the current fee, have the right to receive transcripts of their own academic record. These transcripts will be marked "Issued to Student." Such right will not apply to students in debt to the University, but they will still have the right to inspect and review their records.
    - No partial transcripts of records will be issued.

2. Disclosure to Faculty, Administrative Officers, and Committees of the University Information on students may be disclosed without the consent of the student to university officials or committees deemed to have a legitimate educational interest.
3. Disclosure to Third Parties

    - The following information is considered public information and may be released without restriction, unless the student has requested that it be kept confidential: name; period of registration; program of studies; certificates, diplomas, degrees awarded.
    - Voting lists will be supplied to the ASU to conduct elections.
    - Information will be released without student consent to persons in compliance with a judicial order or subpoena or as required by federal or provincial legislation.
    - Necessary information may be released without student consent in an emergency if the knowledge of that information is required to protect the health or safety of the student or other persons. Such requests should be directed to the University Registrar.
    - Other than in the above situations, information on students will be released to third parties only at the written request of the student, or where the student has signed an agreement with a third party, one of the conditions of which is access to their record.
    - Upon graduation, some personal information will be entered into the alumni database and becomes subject to their privacy policies. The information will be used to notify graduates of university programs and activities, including fundraising and to communicate concerning alumni initiatives, including products or services to alumni. If graduates prefer not

to receive such information, they should contact the Alumni Office. This policy is in accordance with the Nova Scotia Freedom of Information and Protection of Privacy Regulations.

Transcripts

A student's transcript of record is considered privileged information and will not be released to any individual outside of the University without the prior written consent of the student. As required by their appointment within the University, academic administrators have access to student academic records.

Transcripts include the following information: a) program(s) of study, major(s); b) advanced standing or transfer credit hours; c) grades for all courses attempted while at Cape Breton University; d) a student's academic standing.

All transcripts carry only the student's birth month and day. The year of birth is not included.

Records Retention Policy

The University stores student records in physical (paper) and in electronic (machine-readable) form. All portions of a student's record that are needed to produce official transcripts are maintained permanently.

Record Changes – Students are responsible for maintaining the accuracy of their record through

Colleague Student Self-Service or by contacting the Registrar's Office and completing the required forms.

Registration in courses also consists of maintaining the accuracy of biographical information (i.e., addresses, and telephone numbers, name). Students are expected to make changes through Colleague Student Self-Service as required or to contact the Registrar's Office for assistance.

**Policy Authority: University Registrar

Effective Date: April 1, 2024

Authorized Leave of Absence Policy (LOA) for International Students (Authorized Leave)

Scope

This policy outlines the guidelines for a Leave of Absence (LOA) from Cape Breton University (CBU) for international students. For additional information on what constitutes an authorized leave from studies, please refer to the IRCC Information on Authorized Leave from Study. Students must consider both CBU's registration requirements and degree progression alongside immigration considerations.

Definitions

Authorized Leave of Absence: A university-approved one-term period during which students may suspend and later resume enrollment and academic activities within their program of study. An authorized leave can be granted for a maximum of 150 calendar days.

International Student: a foreign national, who is legally authorized to study in Canada on a temporary basis.

Study Permit: a written authorization, issued by an IRCC officer, permitting a foreign national to engage in academic, professional, vocational, or other education- or training-related activities in Canada.

Designated Learning Institution: A school that admits international students. A letter of acceptance from a DLI is essential for obtaining a Canadian Study Permit.

Purpose

The purpose of this policy is to provide information about an Authorized Leave of Absence from Cape Breton University. All international students contemplating taking a leave of absence must consult with and International Student Advisor prior to applying for a leave. Students who are granted such a leave will have “authorized leave of absence” recorded on the Student’s Record.

All students considering an Authorized Leave of Absence (LOA) for an academic term must submit a formal request Click Here! Select Option 13. Requests received are assessed on a case-by-case basis and must be approved by the Registrar’s Office.

Authorized Leaves

Authorized leaves of absence shall be considered for any exceptional circumstances that hinder a student’s ability to study or to remain compliant with IRCC requirements. Approval of the Request for Authorized Leave will be recorded on the student’s electronic record and retained for immigration and mandatory reporting purposes. A leave of absence may be granted to undergraduate students for reasons related to:

- maternity or parenting

- personal or family health
- required military service
- family emergency
- other

Eligibility

- Have completed a minimum of one academic term of studies. (e.g., Fall and Winter)
- Be in good academic standing. Students who are on suspension or have been refused further registration are not eligible.
- Students who are experiencing serious health, personal or family issues; issues related to childbirth or childcare; military service.
- Be in good financial standing
- An Authorized Leave of Absence will not be approved for newly admitted (first year or transfer) students who have not yet begun their studies at CBU.

Note: An Authorized Leave of Absence is not required during the Summer Break

(May1 – August 31)

Conditions related to Authorized

Leave of Absence

- Personal objectives, such as travel or time off, and financial matters are not grounds for a leave of absence.

- Normally, a student shall be in Satisfactory Standing when requesting a leave of absence; exceptions may apply and will be determined by the faculty and, if applicable, the professional program.

- Students who are eligible for scholarship renewal will not have scholarship monies transferred to their account while they are on leave of absence but will maintain eligibility for renewal upon registration in subsequent terms.

- Terms and conditions vary among loan and bursary providers; student consultation with an adviser in Scholarships and Student Aid is recommended.

- Professional programs may impose constraints to application of the undergraduate leave of absence policy due to accreditation requirements or placement limitations.

- International students are advised to contact an International Student Advisor regarding individual circumstances.

- Students will not be included in the GaurdMe group health insurance plan and must enroll in an emergency plan for the time they are away on an authorized leave of absence.

- Students must adhere to academic and financial policies and regulations in the CBU Academic

Calendar and on the 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 must withdraw from courses and may incur penalties depending on the timing of the leave request.

- Students who are approved for an Authorized Leave mid semester may incur academic for financial venalities depending on the timing of the request and approval.

- Cape Breton University is a Designated Learning Institution (DLI) and is required to report to IRCC on student registration status in December and April of each year. All requests for an Authorized Leave of Absence need to be requested no later than November 1 and March 1 of each Academic Year.

**No applications will be considered any later for the dates outlined above due to IRCC reporting.

Additional Information: Leave of Absence

As an international student on an institutionally approved LOA, you are authorized to remain in Canada with a valid study permit for 150 days from the start date of your leave. For students who are requesting a leave for the current term and it is approved after the start of the term, the approval date will be the first day of the term. Students will need to be readvised

upon their return to their studies and there is no guarantee all courses will be available to progress in your program of study.

International students are NOT authorized to work in Canada during their LOA – Working without authorization in Canada can have a serious impact on future immigration applications.

By obtaining documentation explaining the universities policies for students seeking authorized leaves from their studies, students by no means become exempt from their obligations to comply with IRCC policies and requirements. Cape Breton University cannot (and does not) make immigration decisions. Any documentation issued by Cape Breton University to students shall serve the exclusive purpose of highlighting that Cape Breton University authorizes any such student to take a break from their studies. Such documentation shall also highlight the universities requirement that students prepare a Return-to Studies Plan, in consultation with their Program Area.

Falsified Documents

If evidence of misrepresentation, 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 Immigration, Refugees and Citizenship Canada and to law enforcement personnel where appropriate.

Cape Breton University Academic Calendar

Policy Steward

- University Registrar and Director of Admissions

Relevant Legislation

IRCC – Authorized Leave Information

Application Process:

1. Students will submit a request for an Authorized Leave of Absence Click Here! Select Option 13. Students can provide a summary in the application regarding the reason for the Authorized Leave. However, students should maintain records and documents (i.e. medical documentation) or immigration purposes.
2. The student's record is reviewed. Once a decision has been made, the decision will be emailed to the student. If approved, the Authorized Leave of Absence will be recorded on the students record.
3. Please allow 6-8 weeks processing time.
4. If a student needs to take an Authorized Leave mid semester the student will be subject to both Academic and Financial Penalties depending on the timing of the request.
5. Students, if approved for an Authorized Leave will need to ensure that they dropped classes.
6. There is a $15 fee for an Authorized Leave that can be accessed using MyCreds.
7. Allow 4-6 Weeks for processing.

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.

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 the Cape Breton University Academic Calendar

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.

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What are the implications for you as a student?

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- You are expected to be using your CBU email account no later than the end of the Registration Revision Period in your first term of attendance. Some faculties may require this sooner.
- You are responsible for checking for new mail regularly, and for managing your email – if your account fills up, you will no longer receive new emails.
- You should review your course syllabi for information about electronic communication expectations for your classes.

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.

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.

Registration Information

Winter/2024 Timetable Update

Note: Some programs may have limited Registration Periods due to course availability.

Shannon School of Business, Post-Baccalaureate Diploma Students

Important Registration Information: Post-Baccalaureate Diplomas (SSOB).

Registration Deadline: December 1, 2023, for Classes starting on Monday January 8, 2024.

Due to seat availability and program capacity for the Post-Baccalaureate Diplomas in Business Analytics, Business Management, Healthcare Management and Supply Chain Management, all students in these programs must adhere to this registration deadline. Students should not register for courses unless they have their visa.

How to Register:

Students can register for classes using their Compass Student Account. Here is a helpful video that shows the process in full.

Registration Closes for new students on December 1, 2023, for Winter 2024 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. Contact admissions@cbu.ca for admission related inquiries.

Questions related to the Post-Baccalaureate Diploma

New Post-Baccalaureate Diploma students from the SSOB can email pb@cbu.ca to request Academic Advising. Certain registration deadlines apply to these programs.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

Other Academic Paths

Traditionally, students have entered university studies on a full-time basis as recent high school graduates. But this traditional student profile is changing and alternative ways of responding to students' needs are being introduced. Many students are older, have significant work experience, have work schedules which do not allow full-time study and, in a number of cases, have difficulty travelling to the CBU campus. In response to changing needs, CBU provides alternate paths for students to reach their academic goals. All courses, regardless of mode of delivery, are subject to the standard procedures, criteria and checks and balances as outlined in the CBU Academic Regulations.

Introduction

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.

1. 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

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 employer, or if a student's conduct is such as to cause discharge from the job, the student will normally be awarded an unsuccessful grade for that work term.

If a student is unsuccessful in two work terms, she/he will be ineligible for re-admission to any co-op diploma program for a period of at least four academic terms. The student does have the right, however, to apply for non-co-op diploma programs.

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.

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.

CBU's Charter of Academic Citizenship

Academic Performance Review

Office of the Registrar: Updated: September 7, 2021

Policy Name	Academic Integrity Policy
Policy Number	AC-02 September 2021
Origin	Academic Committee
Authority	Senate
Date of Original Approval	2021-09
Senate Approval Dates	2021-09-22
Effective from	2021-09-22
Review Date	2026–06-30
Responsibility for Review	Academic Committee
Responsibility for Implementation	Registrar, Faculty and Deans

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.

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 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.

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.

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.

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.

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"

Level of Breaches

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.

Exam Policy

Policy Name	Exam Policy & Regulations
Policy Number	AC-04 September 20
Origin	Academic Committee
Authority	Senate
Date of Original Approval	22-09
Senate Approval Dates	22-09-16
Effective from Updated	22-09-16 22 -02- 01
Review Date	2027–06-30
Responsibility for Review	Academic Committee
Responsibility for Implementation	Registrar, Faculty and Deans

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:

a. The student will be allowed to write the exam at that time-line

b. 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.

Exam In Progress Rules/Regulations

1. 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.
2. 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.

3. Students may not leave their seats during an examination except with the consent of the invigilator.
4. 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.
5. 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.)
6. 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.
7. Students must leave the exam environment upon completion of the exam.
8. 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.
9. 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.
10. 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.
11. All exam materials will be distributed before the start of

the exam.

12. Children are not permitted in exam area.
13. 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.
14. 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.
15. Only currently registered students will be permitted to write the final exam.
16. 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: 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.
Additional Information: 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.

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 immediately preceding the December and April examination periods, with two exceptions: i. 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. The

study period is defined as the period of time between the last day of classes and the beginning of the examination period

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. Take home examinations cannot be due aft either last day of the exam period.

See important dates for more information:

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.

Note: Documentation may be requested to be approved to defer an examination.

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.

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 appeals process via the Academic Calendar: Exam Information, CBU Academic Calendar.

Cumulative Test Information

No cumulative test or examination may be held in any course in either the five teaching days or the study period immediately preceding the December and April examination periods, with two exceptions: i. 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. The study period is defined as the period of time between the last day of classes and the beginning of the examination period.

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!

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 Financial Regulations and Policy

Financial Regulations and Policy information can be found by clicking this link: CLICK HERE

**Policy Authority: University Registrar

**Policy Steward: Office of the Registrar

**Glossary of Academic Terms

**My Student Compass Account

Student Compass Account is the portal students use to access their school email accounts. It is important to check this email account as this is where students receive important information from the University.

What is an Academic Calendar?

A catalogue of the courses offered by the university. The Academic Calendar lists admission and degree requirements, university rules, regulations and important dates. It is available online. The online version of the Calendar is the official version.

What is an Academic Penalty?

An Academic Penalty is the consequence of receiving a failing grade (F) for a course when a student withdraws after the specified withdrawal deadline, as outlined in the Academic Calendar. The failing grade (F) is calculated as a zero, affecting the student's overall average and potentially impacting their overall academic performance.

What is an Academic School?

Departments (such as English, History and Theatre) are grouped into divisions called Academic Schools.

What is an Academic School Committee?

An Academic School Committee is a governance body within a specific school or faculty of a university. It typically includes faculty members, administrators, and sometimes student representatives. The committee is responsible for reviewing and making decisions on academic matters such as curriculum development, program progression policies, student performance, and other issues related to the academic operations of the school.

What is an Academic Timetable?

An online listing of the courses offered at Cape Breton

University in a given term. It includes information on course days and times, location, enrolment information and professors, as well as pre-requisite requirements, if any.

What is an acceptance package?

Once you've been accepted, you'll receive a package from Cape Breton University. It will include your acceptance letter with your student number (CBU ID), information on scholarships and financial aid, and information related to your next steps as a CBU student.

What is an appeal?

Students have the right to challenge any administrative, academic or disciplinary decision directly affecting them which they feel is unfair, improper or wrong (Restricted Enrolment, Suspension, Academic Integrity Violations). The appeal process is formally laid out in academic unit and Senate policies and procedures.

What is Convocation?

The formal ceremony for the granting of degrees, diplomas/certificates by the Chancellor or President of the University. Convocation ceremonies for students completing degree/diploma/certificate requirements. In addition, there is a Fall Convocation in November for students completing requirements in the Summer Term and May Convocation ceremony (s) for students who complete their studies in December and April.

What is Confirm Your Seat?

Canadian students are required to pay a $300 non-refundable tuition deposit and international students are required to pay a $2,500 non-refundable tuition deposit. This deposit will be used towards your tuition and fees balance and will confirm your seat at CBU. Once you have accepted your offer and confirmed your seat, you can be advised and register for courses.

What is a credit?

A unit used to measure the time spent in a class. Generally,

courses taken at Cape Breton University are 3 credit hours, or 6 credits taken over two semesters. Courses with an A or B after the course number are recognized as a 6-credit course.

What is a course code?

A course code the unique identifier for the course. The first four letters in the code indicate the subject area and the last four digits represent the course level. For example, the course code for a 4000-level Psychology course would be PSYC-4611. PSYC represents Psychology and 4611 indicates this is a 4000-level course.

What is an Elective Course?

Most degree programs include required courses and electives. An elective is a course you choose to take out of interest.

What is an Expulsion from the University?

An academic or disciplinary penalty which results in a withdrawal of all rights or privileges available to students for either a definite or indefinite period of time. A notation is placed on the student transcript with a date.

What is a Core Course?

A course is a required course you have to take to fulfill your specific degree program. For example, all students pursuing a Bachelor of Business Administration must take two required courses: ACCT-1203 and ACCT-1204.

What are cross-listed courses?

Cross-listing a course means that a single course is offered for registration under two or more departments. In most cases, the course is identical for everyone participating. However, in some cases, the requirements of the course differ according to the listing.

What is a Dean?

A Dean is a senior academic leader responsible for overseeing a specific faculty, school, or academic unit within a university. They provide strategic direction, manage resources, support faculty and staff, and ensure the delivery of high-

quality academic programs. Deans also play a key role in fostering research, teaching excellence, and student success within their unit.

What is an Exclusion?

An exclusion is when one course is sufficiently similar another course that credit will only be given once if both are taken. Some pairs of courses cannot both be taken for degree credit because their content overlaps too significantly. For example, MATH-1215 and MATH-1000 are both introductory calculus courses and they cover much of the same material. Therefore, if you take MATH-1215 and MATH-1000, you will only receive credit for one of these courses. Additionally, CBU switched from 3-digit course codes to 4-digit course codes. Courses under the same name with differing course codes would be considered exclusions.

What is a degree Regulation?

When a degree student is admitted to the University, the regulations and program requirements for their credential are those in effect at the time of admission. If a student changes program elements in a calendar year subsequent to the term of admission, their program will be governed by the calendar requirements in effect when the change is approved. The general academic regulations governing the student, however, will continue to be those in effect at the time of admission to the University..

What are the names of the Academic Schools at Cape Breton University?

Cape Breton University has five Academic Schools which include: School of Arts and Social Sciences (SASS), Shannon School of Business (SSOB), School of Education and Health (S.E.H), School of Nursing (SON), and School of Science and Technology (SST). Professors are known as faculty members.

What is a term average?

A term average is the average grade of all final grades for a particular term. Courses taken for credit with a numerical

grade are used to calculate the term average. Courses with a PAS or FAI as a final grade are not included in the calculation.

What is a cumulative average?

A cumulative average is the average grade of all final grades taken at a particular academic level. Courses taken for credit with a numerical grade are used to calculate the cumulative average. Courses with a PAS or FAI as a final grade are not included in the calculation.

What does PAS/FAI mean on my transcript?

Instead of numerical grades, some courses use PAS or FAI to indicate whether a student was successful or not successful in a course. Only certain courses are graded using a PAS or FAI. PAS indicates successful completion of a course and FAI indicates that a student was not successful in a course.

What is an academic level?

Academic Level represents that level of study of a course or program. Undergraduate courses and program are represented on the transcript as UG, post-graduate studies and programs are represented on the transcript as PG, and graduate level programs and courses are represented on the transcript as GR.

What is a prerequisite?

A course, or courses, that need to be taken before you can register for a more advanced course. For example, you need first-year English before you can take second-year English.

What is Graduation?

The term used when a student has completed all the requirements for their program, AND the Cape Breton University Senate has approved the student to be granted the degree/diploma/certificate that they are eligible for. A student has graduated once the Chancellor or President of Cape Breton University confers credentials to all graduands for that term. Students will receive a notification confirming Senate approval, indicating to them what their official graduation date is; for

many students this will differ from their Convocation Ceremony date.

What is a Registrar, Registrar's Office?

The Registrar's Office maintains all information about students while they are at Cape Breton University. It also provides certain student services, such as admission to CBU, graduation checks, enrolment letters, students can make payments, etc. The Registrar is the chief record keeper of student academic records.

What is a Semester/Term?

A 4-month period in which courses take place. The three semesters (or terms) occur in the fall, winter, and spring/summer.

What is a Syllabus?

A course outline that each professor distributes to their students at the beginning of the term. This has important information such as readings, assignment due dates, and mid-term test dates.

What is a Lab?

A component of your course containing only a small portion of the larger class that is lead by an instructor or a teaching assistant. They provide opportunities to put into practice or discuss material you are learning in lecture. If a lecture has a tutorial and/or lab you must also register these along with the lecture.

What is a tutorial/directed study?

A tutorial/directed study is a course that does not involve attending classes, but instead involves working independently on a particular area of study. These courses are delivered on a case-by-case basis, usually under special circumstances, and must be approved by the Dean's office.

What is a transfer credit and non-course equivalency?

Transfer credits are awarded for equivalent courses taken at other post-secondary institutions. Students must provide all post-secondary transcripts when they apply to Cape Breton

University to be considered for transfer credit assessment. Non-course equivalencies are awarded when a course credit is awarded based on multiple courses or the completion of a program.

What is Prior Learning Assessment & Recognition (PLAR)?

Prior Learning Assessment & Recognition is the assessment and evaluation of learning, acquired through work and life experience. Students who demonstrate that they have acquired the necessary skills and knowledge through life experience may be eligible to obtain academic credit for this experience through the PLAR process.

What is a repeated course?

Students are only eligible to receive credit for a course once. Students who retake a course, even if they are successful in previous attempts, however, credit will only be awarded once. The highest grade will be used in the student's cumulative average. Please note that students may only retake a course a maximum of three (3) times.

What does residency requirement mean?

All Cape Breton University students must adhere to CBU's residency requirement. To graduate with a credential from Cape Breton University, students must complete at least 50% of their program at CBU. Please note that some programs are not eligible for transfer credit, or are not eligible for 50% transfer credit. In these cases, the residency requirement could be up to 100%.

What is a Block Transfer?

Block transfer is an important part of the Cape Breton University Transfer Process. A Block Transfer is facilitating student transfer at a program level rather than at a course level. Block transfer requires a formal institution-to-institution agreement and students are admitted based on successful completion of a cluster of courses recognized as having academic wholeness or integrity, a certificate, or a diploma.

What does a Major mean?

A Major is a subject or field of study chosen by a student to represent their area of academic interest. It requires the completion of a required set of courses related to that particular subject. Majors require a minimum of 120 credits to complete.

What is a Student Record?

A transcript is a complete history of a student's academic record at Cape Breton University. This includes all credential information (degrees, diplomas and certificates) for courses completed or are registered in, grades obtained and academic progression decisions.

What is an Area of Study or Academic Field?

Students completing a 90-credit degree in Bachelor of Arts, Bachelor of Arts Community Studies, or Bachelor of Science should declare their Area of Study or Academic Field in Year Two of their program. This is a set of courses focused on one particular subject area approved for their program.

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.

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.

**Policy Authority: University Registrar

Graduation Information

Cape Breton University Host two convocation periods in one Academic Year.

- November
- May

Academic Year 2023-2024

Fall 2023: November 1, 2023 (one convocation ceremony, located at C200)

Spring 2024: May 15, 15, 17, 2024 (five convocation ceremonies, located at C200)

Overview

The Convocation and Ceremonies Office in the Office of the Registrar is responsible for the production of university parchments, which are an official legal document stating the legal name of the student, the degree, diploma or certificate earned and the date.

For additional information on Convocation Click Here!

Contact: convocation@cbu.ca

To graduate, students must submit a formal application for graduation. If a student plans to graduate, they must submit an application regardless of whether they intend to participate in the scheduled ceremonies.

Academic Policy

****Policy Authority: University Registrar**

Cape Breton University shall confer approved credentials to students who meet the specific program requirements in addition to the university standards as detailed in this policy including:

1) Meeting the requirements for graduation;

2) Applying and being deemed eligible for graduation; and

3) Receiving the parchment.

All students applying for graduation must meet the specific program profile requirements as approved by Senate and published in the University Calendar at the time the student is first enrolled in the program

Students are responsible for informing themselves of the University's procedures and policies and the specific requirements associated with the degree, diploma or certificate sought. Every student accepted for Registration with Cape Breton University shall be deemed to have agreed to be bound by the regulations and policies of the university and the program in which that student is enrolled.

To obtain a credential from Cape Breton University, all students must be approved for graduation. Students must submit an application for graduation that will be reviewed for eligibility. If eligible, the student will be approved for graduation by the Registrar. Application deadlines are posted on the Cape Breton University website.

If there has been an error in the printing of the original document, the original credential must be returned to Cape Breton University to receive a replacement credential.

Programs may have other residency requirements. These requirements will be included in the program requirements approved by the University Senate as listed within the University Calendar.

Please note, that students are responsible for following 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 $100 application fee. The application fee is non-refundable and non-transferable. If your application is canceled, 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. **(in effect for Spring 2025)

All fees must be paid in advance for students to be eligible to attend the ceremony and receive their credentials.

Student name as it appears in the Compass Student Account

is the name that will appear on a 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 a credential (degree, diploma, or certificate) by the Cape Breton University Senate. Students must apply to graduate to be awarded a credential and receive their diploma.

Convocation is the graduation ceremony where a student will walk across the stage in your gown and academic hood and receive a parchment (the physical document that indicates that the credential is awarded).

Send questions related to graduation to convocation@cbu.ca.

Note: Only students who attend the Convocation Ceremony will have their names presented at Convocation.

Cape Breton University Senate

To officially graduate from Cape Breton University, a student must be approved by the Cape Breton University Senate. The Cape Breton University Senate is responsible for the educational policy of the University, such as conferring degrees. The Senate has voting members, with the majority being the Registrar, Executive University Members, faculty members, deans, and students. The Senate approves students to graduate twice a year – in the Fall (November) and Spring (May). For a student to be considered for graduation, they must apply to Graduate once it opens and by the stated deadline dates.

Language on the Cape Breton University Parchment: "*The Senate of Cape Breton University confers the Degree/Diploma/Certificate of [Name of credential] on [Legal name of Student] who has completed all the requirements of the course of study prescribed by the Statutes of Cape Breton University and grants all honours, rights and privileges which appertain to this Degree/Diploma/Certificate. "*

Cape Breton University Parchment

A parchment is printed with the student's name combined with the name of the diploma or degree. This legal document is presented to a student when they graduate. Because it is a legal document, it must be printed in the legal name listed on the student's official student record.

Any changes to your recorded legal name must be supported

with a piece of government-issued photo ID. If a student wishes to change their legal name, the student must email enrolment@cbu.ca and attach a scanned or photographed copy of their government-issued photo ID that shows their legal name as it should appear on their parchment. The Deadline to change a name is one month prior to convocation.

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

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 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.

University Crest Provisions

The university crest was approved by “Heraldry Canada” The CBU crest and coat of arms was authorized by the Governor General at Rideau Hall! The governing body must approve any changes regarding the Crest before changes can be made.
https://www.gg.ca/en/heraldry/public-register/project/3154

Cape Breton University Coat of Arms

The Cape Breton University Coat of Arms, imprinted on all of our parchments, is a multi-cultural design based on our Mi’kmaq and Celtic heritage. The fox, the eagle and the rich greenery are native to Cape Breton Island and are a reference to the university’s beautiful surroundings. The fox is known for its intelligence and indicates the intellectual pursuits involved in acquiring a degree. It is a reference to the university’s

founder. Dr. Donald F. Campbell, known as the “silver fox”. The eagle represents intelligence and idealism. It also honours the unique connections between Cape Breton University and the Mi’kmaq community.

The Canterbury cap is symbolic of higher learning. The mayflowers are the floral emblem of Nova Scotia

THEID DÌCHIOLL AIR THOISEACH; This is a Gaelic phrase meaning “Perseverance will Triumph”

Cape Breton University Mace, Chain of Office and Chairs

The Cape Breton sloop is taken from the Great Seal of the Colony of Cape Breton (1784-1820) and honours the university’s location. The wavy bands of blue and white suggest the ocean and the Bras d’Or Lakes. The spruce boughs honour the First Nations that were the first inhabitants of the island, and the maple leaf refers to Canada. The keys and the open book allude to the idea of unlocking knowledge.

The Mace, given by Mr. and Mrs. Irving Schwartz in memory of Mrs. Rose Schwartz, was designed and created by Cape Breton’s own jeweller and craftsman, Darryl MacLeod. The shaft of the Mace is formed by a portion of an oak window from Moxham’s Castle. The top of the ornate crown is adorned with four diamonds donated by Dr. Robert Morgan in memory of his wife, Barbara, who died in 1993.

The President’s Chain of Office, also designed and created by Mr. MacLeod, speaks boldly of Cape Breton University and Cape Breton. The Chain was commissioned in honour of Cape Breton University’s twentieth anniversary and was donated by the partners and staff of Deloitte & Touche in honour of Mr. James W. Miller, former managing partner.

Silver thistles and gold fiddles join the Chain. The Chain also has a silver fleur de lis, a replica of a coin from the “Chameau” treasure, and a silver medallion of the Cross and Crescent of the Mi’kmaw flag. CBU’s Coat of Arms shares the focal point with the Great Seal of Cape Breton. The Chain is designed to represent our ties with the French and Mi’kmaw cultures, as well as our strong Celtic ties with the Scottish, Irish and Breton settlers.

Cape Breton’s best known furniture maker, Leo MacNeil, crafted two chairs for our Institution. The larger of the two chairs is used by the Chancellor during convocation ceremonies. The back of the chair has the Cape Breton University Coat of Arms hand engraved and painted. The second chair is used by the President. Both chairs have been constructed from Cape Breton oak, with green velvet seats to complement the University’s colours and the green of Cape Breton.

Mace Bearer

The Mace Bearer is symbolic role at the Cape Breton University Convocation and leads the platform party, which includes the Chancellor, the President, and other dignitaries, onto the stage for the Convocation ceremonies.

Valedictorian

One of the traditional parts of Convocation is the Valedictorian speech. The term “valedictorian” comes from the Latin vale

dicere, “to say farewell”. During the Convocation ceremony, the Valedictorian delivers a formal address on behalf of the graduating class. Representing the graduating class as Valedictorian is a great honour and a unique pleasure for the graduate and his/her family and friends.

The successful candidate(s) will be selected by the Valedictorian Committee, to which they will present portfolio part of the selection process.

Institutional Identification

The name, crest and seal of Cape Breton University will appear on all parchments. No other University’s crest or seal will be included. (Except for Canadian Coast Guard College)

Degree Description

The name of the degree and defining characteristics (honours, major, double major, cooperative education program, concentration and field of study, where applicable) will be included on undergraduate parchments.

Policy Steward

University Registrar and Director of Admissions

A student currently registered at CBU will not receive credit for courses taken elsewhere unless prior permission has been granted. It is the responsibility of the student to make arrangements to have an official transcript forwarded to CBU upon completion of courses. Please note that the signature of the Dean is required to receive credit for courses taken at another institution. Once approved, this form will be provided to the host institution.

This information is tracked by the Office of the Registrar and student will need to obtain an official transcript from the institution they are obtaining credit from to have it added and approved for the Academic Record at CBU. The Letter of Permission from can be found here: Letter-of-Permission-Form-2023.pdf (cbu.ca)

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, Bachelor of Arts (BA), Bachelor of Science (BSc), Bachelor of Business Administration (BBA), Bachelor of Arts in Community Studies (BACS), Bachelor of Education (BEd), etc.

Degree:

This word will be used to distinguish within a credential between the type of degree independent of any major, focus or option. Examples: 90 credit general, 120 credit 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: 120 credits Bachelor of Arts Major in Psychology:

Credential: Bachelor of Arts

Degree: 120 credits

Discipline: Psychology

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 90 credit degree may complete a different 120 credit degree in the same discipline as the first credential. For example, students who graduate with a 90 credit Bachelor of Arts (BA) in Psychology may go on to complete a 120 credit Bachelor of Science (BSc) in Psychology. In this case the new 120 credit degree will replace the 90 credit 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 90 credit degree may upgrade to a 120 credit degree within the same credential and in the same discipline. In this case the new 120 credit degree will replace the 90 credit degree previously awarded. A notation will appear on the transcript indicating that the new degree replaces the one previously awarded.

b) Candidates who holds a 120 credit degree in a single discipline will be allowed to upgrade to a 120 credit double major degree with the following conditions:

- They must satisfy all departmental regulations with respect to the second major.
- 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 120 credit degree with the following conditions:

- 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 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 120 credit 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 120 credit degree and subsequently satisfies all of the requirements for a new single major 120 credit 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 120 credit 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.

Conversion of a CBU Diploma to an Undergraduate degree in the Same Discipline

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.

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.

Program Change Information

There are three options for Students to change into a different Academic Program.

1. Program Changes for students recently admitted to CBU who **have not** started CBU Courses.
2. Program Change for current CBU students who **HAVE completed** CBU courses in their current program.
3. Program Change for students to **declare an Area of Study** (major/concentration/academic field) within your current program.

Program Change Procedure

A program change request must be made using the **Service Request Form**. Students need to follow the steps below and apply online. All students will require advising after a program change is approved. Therefore, students will not be able to register for classes until advising has occurred. A program change may affect student fees. International Application Deadlines may apply to program change approvals. Click Here! International Application Deadlines . In addition, some programs may require students to complete a minimum period in their current program before a program change will be approved. Program information is provided below.

- Click Here! For information on the MBA.
- Click Here! For Information on Admission Information and Requirements – Business Analytics
- Click Here! For information on Business Management

- Click Here! For Information on POST-BACCALAUREATE DIPLOMA IN HEALTH CARE MANAGEMENT
- Click Here! For Information on Supply Chain Management

Click Here! To Apply for a Program Change

Program Change Eligibility

1. **Program Change:** (Program Change for recently admitted CBU students who HAVE NOT completed CBU courses)

Reminder – Completion of a Program Change form **does not confirm** a program change has been accepted. Click Here! Select Option Four

Program Change Criteria and Important Information:

1. Student meets all admission criteria.
2. A program change may affect student fees.
3. There is seat availability.
4. Student is in good academic and 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:
    - Oct 31 for the Winter Term (January Start)
    - March 31 for Spring/Summer Session (May Start)
    - July 31 for Fall Term (September Start)
8. Certain programs have earlier deadlines for new transfers than others.

9. During peak periods, there will be higher than normal processing times (September, January, May)
10. Programs requiring departmental approval may have longer than normal processing times.
11. International Application Deadlines may apply to program change approvals.

Click Here! International Application Deadlines

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

** **PLEASE NOTE** – For confirmation, all communication on a program change request will be sent via the CBU Student Email Account. Please note that processing time can take up to two weeks.*

**Some programs require students to complete a minimum period in their current program before a program change will be approved.

2. **Program Change:** Program Change for current CBU students who **HAVE completed** CBU courses in their current program Click Here! Select Option Five

Reminder – Completion of a Program Change form **does not confirm** that a program change has been accepted.

Program Change Criteria and Important Information:

1. Student meets all admission criteria.
2. A program change may affect student fees.
3. There is seat availability.
4. Student is in good academic and 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:

    - Oct 31 for the Winter Term (January Start)
    - March 31 for Spring/Summer Session (May Start)
    - July 31 for Fall Term (September Start)

8. Certain programs have earlier deadlines for new transfers than others.
9. During peak periods, there will be higher than normal processing times (September, January, May)
10. Programs requiring departmental approval may have longer than normal processing times.
11. International Application Deadlines may apply to program change approvals.

Click Here! International Application Deadlines

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

** **PLEASE NOTE** – For confirmation, all communication on a program change request will be sent via the CBU Student Email Account. Please note that processing time can take up to two weeks.*

**Some programs require students to complete a minimum period in their current program before a program change will be approved.

3. **Program Change**: Declare an Area of Study (major/ concentration/academic field) within your current program. Click Here! Select Option Six

Reminder – Completion of a Program Change form **does not confirm** that a program change has been accepted.

Program Change Criteria and Important Information:

1. Student meets all admission criteria.

2. A program change may affect student fees.
3. There is seat availability.
4. Student is in good academic and 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:

    - Oct 31 for the Winter Term (January Start)
    - March 31 for Spring/Summer Session (May Start)
    - July 31 for Fall Term (September Start)

8. Certain programs have earlier deadlines for new transfers than others.
9. During peak periods, there will be higher than normal processing times (September, January, May)
10. Programs requiring departmental approval may have longer than normal processing times.
11. International Application Deadlines may apply to program change approvals.

Click Here! International Application Deadlines

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

* ***PLEASE NOTE*** *– For confirmation, all communication on a program change request will be sent via the CBU Student Email Account. Please note that processing time can take up to two weeks.*

**Some programs require students to complete a minimum period in their current program before a program change will be approved.

Contact admissions@cbu.ca for additional information.

POLICIES & GUIDELINES

Effective April 1, 2024

Policy Authority: University Registrar
Policy Steward: Office of the Registrar
Provincial Attestation Letter Policy

Scope

The following policy provides information to support the operations of enrolment planning.

Purpose

The purpose of this policy is to provide information about the Provincial Attestation Letter (PAL) process at Cape Breton University. A PAL is required as part of an applicant's study permit application.

This policy applies to undergraduate students that are planning to study longer than six months at a Canadian Designated Learning Institution (DLI). Students studying in master's and doctoral programs, as well as visiting and exchange students, are exempt.

Definitions

Provincial Attestation Letter: A letter that confirms an international student has a space under the provincial allocation within the national cap.

Designated Learning Institute: A school that has been approved by a provincial or territorial government to host international students.

Request a Provincial Attestation Letter Allotment

The Government of Canada has set limits on the number of study permits that will be issued in 2024, with provinces and territories being allocated a specific number of Provincial Attestation Letters. A cap of 606,250 study permit applications has been set and will be managed through the Provincial Attestation Letter process. For additional information on these changes, visit the Government of Canada's Immigration, Refugees and Citizenship Canada website at: canada.ca/immigration-refugees-citizenship.

Nova Scotia has been allotted 12,900 and Cape Breton University has received 5086 Nova Scotia PALs. A Nova Scotia PAL is required when applying for a study permit under a Nova Scotia designated learning institute (DLI) and can only be requested from the Province by a Nova Scotia DLI on behalf of an applicant. While this is a requirement of an applicant's study permit application, a PAL does not guarantee the applicant will receive a study permit. A Nova Scotia PAL expires 10 weeks after it has been issued to the applicant.

More information about the Nova Scotia PAL allocation can be found here.

Requesting a Provincial Attestation Letter at Cape Breton University

An applicant shall be considered for a PAL through Cape Breton University after they have accepted their offer of admission and paid the required non-refundable tuition deposit. Once the tuition deposit is received, the applicant will be considered for a PAL.

PAL criteria at Cape Breton University is based on CBU's Strategic Enrolment Management Plan goals and its commitment to diversification. PALs are limited and therefore cannot be guaranteed. If the international application is open for a country, then PALs are available; however, country caps may be reached before an offer is accepted and the tuition deposit is received.

If it is determined that an applicant is deemed ineligible for a PAL or a country cap is reached and the deposit is received on behalf of the applicant, the full tuition deposit will be refunded to the applicant as per the Financial Refund Policy.

Process Breakdown

1. Applicant is accepted to Cape Breton University
2. Applicant pays tuition deposit and confirms seat
3. CBU reviews the applicant's eligibility
4. CBU requests a PAL on behalf of the applicant
5. If approved, the PAL is uploaded to the applicant's Future Student Account (Application Portal)

Falsified Documents

If evidence of misrepresentation, 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 Immigration, Refugees and Citizenship Canada and to law enforcement personnel where appropriate.

Cape Breton University Academic Calendar

Sharing of Information

As per the PAL agreement with the Province of Nova Scotia, an applicant must provide consent to Cape Breton University authorizing Cape Breton University to request a PAL on their behalf, and authorizing the collection, use and disclosure of the international student applicant's personal information by the Province.

Cape Breton University will provide the Province of Nova Scotia with the following information about each international applicant eligible for a PAL:

- Family/Given Names
- Date of Birth
- Current Residences/Addresses
- Email Address

- Study Program, Level of Study, Student Number, Program Name and Program Start Date

- Confirmation Student has accepted the Letter of Offer (i.e. paid a deposit)

- Confirmation the student has provided consent to share information with the Province of Nova Scotia.

Visiting and Exchange Students

Visiting or exchange students studying at a DLI do not require a provincial attestation letter. Visiting or exchange students do not need to make a tuition deposit to Cape Breton University.

Additional information about International Student Program reforms – Canada.ca

Policy Steward:

- University Registrar and Director of Admissions

- Associate Vice-President, Enrolment Management & Student Experience

Relevant Legislation:

https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/study-permit/get-documents.html

https://news.novascotia.ca/en/2024/03/28/nova-scotia-implements-federal-cap-new-international-student-applications

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.

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 the Cape Breton University Academic Calendar

Evaluation Process

Additional Information on Grading Regulations and Student Evaluation

Cumulative GPA is the average of all grades received in all courses.

How is Cumulative GPA calculated?

1. Multiply the credits for each course by the corresponding numerical grade point of the grade you earned.
2. Add the total grade points together.
3. Add together the number of credits you earned.
4. Divide the grade point total by the total number of credits, rounding to the nearest hundredth.

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 regardless of prior successes or failures.

Passes:

- A passing numerical grade (50-100) counts in the cumulative GPA

- Note: The passing grade in most courses is 50 per cent. See individual program regulations for passing grade and evaluation information.

- A course repeated more than once (each attempt included a passing grade), the higher grade will count towards the cumulative GPA, however the first attempt will always be awarded credit.
- A "PAS" grade does not count in the cumulative GPA (COVID-19 terms)

Failures:

- A Failed numerical grade (0-49) is calculated in the cumulative GPA until it is replaced with a new passing grade (50-100).
- If a course was failed twice, the highest numerical grade will count in the cumulative GPA until it is replaced with a new passing grade.

Example A:

ABCD-1234 40 0.0 (does NOT count in cumulative GPA)

ABCD-1234 60 3.0 (counts in cumulative GPA)

Example B:

ABCD-1234 60 3.0 (does NOT count in cumulative GPA)

ABCD-1234 80 0.0 (counts in cumulative GPA)

Example C:

ABCD-1234 80 3.0 (counts in cumulative GPA)

ABCD-1234 75 0.0 (does NOT count in cumulative GPA)

Example D:

ABCD-1234 FAI 0.0 (does NOT count in cumulative GPA)

ABCD-1234 PAS 3.0 (does NOT count in cumulative GPA)

Example E:

ABCD-1234 F 0.0 (does NOT count in cumulative GPA)

ABCD-1234 60 3.0 (does count in cumulative GPA)

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.

- **Note:** The passing grade in most courses is 50 per cent. See individual program regulations for passing grade and evaluation information.

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

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.

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.

(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, School of Nursing and School of Science and Technology.

The Dean's List is an academic recognition awarded to students who achieve high academic performance within a given academic year. Inclusion on the Cape Breton University Dean's List signifies excellence in coursework, dedication, and high academic achievement.

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 and posted on www.cbu.ca

****Policy Authority: University Registrar**

It is expected that each student who registers at Cape Breton University will be familiar with the contents of this Calendar. By registering at Cape Breton University, students accept responsibility for meeting all curriculum requirements and for complying with published dates and deadlines. Students also accept responsibility for being familiar with University regulations pertaining to financial matters.

If you are unsure of the meaning of any of the regulations, please contact the Registrar's Office for assistance.

Hours of Operation (Marvin Harvey Building)

Monday – Friday, 9:00am – 4:00pm

Contact Information

Email: Registrar@cbu.ca
Phone: 902-563-1330

Policy Steward:

- University Registrar and Director of Admissions

Policy Authority: University Registrar

Students wishing to withdraw from the University must notify the Office of the Registrar of their intention to withdraw. Students must email registrar@cbu.ca Discontinuing attendance in classes, failure to submit any assignments, notification to the Instructor, or stopping payment, does not constitute official withdrawal. Students who decide not to attend the University must cancel their registration prior to the withdrawal deadlines established for each term.

**Students must adhere to all financial policies.

Policy Steward:

- University Registrar and Director of Admissions

SECTION III

INTERNAL TRANSFER

Transfer from a Diploma to Bachelor of Arts Degree (BA)

All Diploma in Engineering Technology courses listed for transfer into science degree programs are also accepted in the Bachelor of Arts (BA) degree program.

Diploma in Business Technology courses may be applied to the Bachelor of Arts (BA) degree program.

Transfer from a Science Degree to Bachelor of Arts Degree (BA)

Bachelor of Science courses will be accepted for credit in the Bachelor of Arts (BA) degree program.

Transfer from a Technology Diploma to Bachelor of Arts Community Studies Degree (BACS)

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 Bachelor of Arts Community Studies (BACS) structure. Diploma students may also enroll concurrently in certain diploma and degree courses with the permission of the school dean.

Internal Transfer Credit for School of Science and Technology Engineering

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.	

SECTION IV

SHANNON SCHOOL OF BUSINESS (SSOB)

Dean: Dr. John Nadeau, Shannon School of Business

Message from the Dean:

Learn to Lead:

Cape Breton University is proud to offer world-renowned programs through the Shannon School of Business (SSOB). The SSOB is a unique and specialized opportunity for undergraduates and postgraduates to earn the business degree they need to succeed.

The SSOB maintains close ties with the local business community, providing the chance to learn first-hand from our best and brightest business leaders and entrepreneurs. Our faculty is made up of skilled practitioners and accomplished academics, who have practiced on Cape Breton Island and around the world. SSOB's namesake commemorates business veteran, Joseph Shannon, who built an international business from Cape Breton Island.

There's a strong link between SSOB students and the business community because of the many opportunities to learn from one another through real-life business experiences, including Co-op Placements and community-based projects. Limited enrolment and small class size allows our faculty to get to know each student, providing the individual attention and unique learning opportunities critical for success in the competitive business environment.

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.

Shannon School of Business Credential & Regulation Information

Master Level

Master of Business Administration in Community Economic Development (48 Credits)

- **Options:** General, First Nation Option, International Business Option, Peace-Biding, Reconstruction, and Good Governance Option, Strategic Leadership Option, Public Administration Option, Sustainability Option, Marketing Option and Tourism Option.

Undergraduate Degree Level

Bachelor of Business Administration (Major, 120 Credits)

- **Options**: Accounting, Marketing, Supply Chain Management.

Bachelor of Business Administration (Concentration, 120 Credits)

- **Area of Study/Concentration**: Economics, Entrepreneurship, Finance, Legal Studies, Human Resources, Tourism Marketing & Management.

Bachelor of Business Administration (General, 120 Credits)

- **Additional Information:** Bachelor of Business Administration Majors have various concentration options: Finance Concentration, Tourism Management Concentration, Cooperative Education Option.

Bachelor of Hospitality and Tourism Management (90 Credits)

***Bachelor of Technology Information* (120 Credits) *(Currently offered through partnership with Canadian International College) (Options Information Systems Management)*

Post-Baccalaureate Diploma Level

- Post-Baccalaureate Diploma in Business Management *(39 Credits)*
- Post-Baccalaureate Diploma in Supply Chain Management *(39 Credits)*
- Post-Baccalaureate Diploma in Business Analytics *(39 Credits)*
- Post-Baccalaureate Diploma in Health Care Management (39 Credits)

Certificate Level

Certificate in Professional Development *(Discontinued)*
Certificate in Management & Administration (*Through Canadian Institute of Management)*
** Start Date: January 2025, Certificate in Mi'Kmaw Cultural Tourism (18 Credits)

Additional Information: In addition to degree programs, the Shannon School of Business offers courses which are recognized by a wide variety of professional societies and institutes.

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

Departmental Contact Information

Departmental Contact Information

- Legal, Economics, Accounting, and Finance Department: Chair, Patrick DeLamirande
- Accounting: Chair, Kaitlyn Mesics
- Management Science: Chair, Sahand Ashtab
- Management & Marketing: Chair, Stephanie Gilbert
- BHTM, Community Development and Tourism, Indigenous Development: Chair, Doug Lionais
- Legal: Chair, Patricia Fricker-Bates
- School Operations Manager, Jennifer Kelloway
- School Assistant, Cheryl Wilson

- Associate Deans (Letters of Permissions, Prior Learning, Other, etc.)
- Mary Jane Morrison
- Derrick Hayes
- General Email: dean_ssob@cbu.ca

Master of Business Administration in Community Economic Development (CED)

Cape Breton University's Master of Business Administration (MBA) in Community Economic Development (CED) is an advanced program with community at its core; it resonates with people who wish to make a difference in their organizations and their communities. The MBA in CED curriculum, in addition to business subjects found in traditional MBA programs, focuses on economic development, leadership, strategy, governance, managing change and international management.

This program is designed for learners who aspire to play leadership roles in the public sector, in third sector organizations and in community-minded businesses. The MBA in CED aims to develop a new generation of leaders who have strong business management capabilities, well developed collaborative and interpersonal skills and deep knowledge of accountability, social responsibility and development issues and practices. Graduates are equipped with the knowledge and skills to make a difference in leading organizations in an increasingly global community and economy.

CBU's size and governance structure allows for the adaption of curriculum in a timely fashion to meet the evolving requirements of learners and organizations. The special appeal of the MBA in CED is evidenced by the demand for this program in different parts of Canada.

Program Change Regulation for MBA Students:

MBA students are required to complete a minimum of one term of study at Cape Breton University in the MBA program to be considered for a program change into another program. All program change approvals are subject to program capacity and seat availability. Students must be in good financial and academic standing to be considered for a program change. Applicable deadlines for program change applications will be followed.

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

Students should know:

- A program change may affect your fees.
- A student will be required to be re-advised.
- Admission requirements must be met for the new program.
- It is recommended international students should speak with an international student advisor before changing programs, as the program change may negatively impact their Post-Graduation Work Permit (PGWP) eligibility.
- The Registrar's Office and Shannon School of Business approves all final decisions.

Contact admissions@cbu.ca for additional information.

Program change requests can be made:

Application for Program Change

Admission Requirements for 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.

Program Change Regulation for MBA Students

MBA students are required to complete a minimum of one term of study at Cape Breton University in the MBA program to be considered for a program change into another program. A program change request are subject to program capacity and seat availability. Students must be in good financial and academic standing to be considered for a program change. Applicable deadlines for program change applications will be followed.

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

A program change request must be made using the Service Request Form. Students need to follow the steps below and apply online.

Click Here! To Apply for a Program Change

Students should know:

- A program change may affect your fees.
- A student will be required to be re-advised.
- Admission requirements must be met for the new program.

- It is recommended international students should speak with an international student advisor before changing programs, as the program change may negatively impact their Post-Graduation Work Permit (PGWP) eligibility.
- The Registrar's Office and Shannon School of Business approves all final decisions.
- No applications will be considered after:
- Oct 31 for the Winter Term (January Start)
- March 31 for Spring/Summer Session (May Start)
- July 31 for Fall Term (September Start)
- Certain programs have earlier deadlines for new transfers than others.
- Even if students meet these requirements, there's no guarantee that the program change request will be accepted.
- During peak periods, there will be higher than normal processing times (September, January, May)
- Programs requiring departmental approval may have longer than normal processing times
- International Application Deadlines may apply to program change approvals.

Click Here! International Application Deadlines

Contact admissions@cbu.ca for additional information.

Program Options for 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

MBAC-6209 Land Claims, Self-government and Community Economic Development
MBAC-6211 Dynamics of CED in Urban and Rural First Nations

International Business Option

MBAC-6226 International Finance
MBAC-6228 International Marketing

Marketing Option (2 Courses)

MBAC-6231 Marketing Strategy
MBAC-6228 International Marketing
MBAC-6229 Sustainability Marketing
MBAC-6205 Cultural Tourism Marketing

Peacebuilding, Reconstruction and Good

Governance Option

MBAC-6215 Emergency Management
MBAC-6217 Conflict Resolution and Community Reconstruction

Public Administration Option

MBAC-6221 Public Policy
MBAC-6223 Government, Business and Third Sector Relations

Strategic Leadership Option

MBAC-6214 Social Entrepreneurship
MBAC-6219 Social Dynamics of Leadership
MBAC-6233 Change Management and Governance

Sustainability Option

MBAC-6227 Environment, Energy, & the Economy: Strategies for Sustainable Futures
MBAC-6229 Sustainability Marketing

Tourism Option

MBAC-6206 Tourism Management & Planning
MBAC-6205 Cultural Tourism Marketing

Program Requirements for MBA

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.)

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 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.

Post-Baccalaureate Diploma in Business Analytics

Cape Breton University will not be offering admission into the Post-Baccalaureate Diplomas in Business Management or Healthcare Management, or the Diploma in Government Management, for May 2025 and September 2025.

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.

A program change request must be made using the Service Request Form. Students need to follow the steps below and apply online. Click Here! To Apply for a Program Change. All students will require advising after a program change is approved. Therefore, students will not be able to register for classes until advising has occurred. A program change may affect student fees.

Program Change will only be approved when:

- Student is in good academic standing and 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)

- During peak periods, there will be higher than normal processing times (September, January, May)
- Even if students meet students these requirements, there's no guarantee that the program change request will be accepted.
- Certain programs have earlier deadlines for new transfers than others.
- Programs requiring departmental approval may have

longer than normal processing times
- International Application Deadlines may apply to program change approvals.

Click Here! International Application Deadlines

Admission Requirements for 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.)

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.

A program change request must be made using the Service Request Form.

Students need to follow the steps below and apply online.

Click Here To Apply for a Program Change.

All students will require advising after a program change is approved. Therefore, students will not be able to register for classes until advising has occurred. A program change may affect student fees.

Program Change will only be approved when:

- Student meets all admission criteria
- There is seat availability
- Student is in good academic and financial standing
- Students are only eligible for one program change per academic year
- No applications will be considered after:
    - o Oct 31 for the Winter Term (January Start)
    - o March 31 for Spring/Summer Term (May Start)
    - o August 31 for Fall Term (September Start
- During peak periods, there will be higher than normal processing times (September, January, May)
- Even if students meet these requirements, there's no guarantee that the program change request will be accepted.
- Certain programs have earlier deadlines for new transfers than others.
- Programs requiring departmental approval may have longer than normal processing times
- International Application Deadlines may apply to program change approvals.

Click Here! International Application Deadlines

Program Requirements for 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.

Post-Baccalaureate Diploma in Business Management

Cape Breton University will not be offering admission into the Post-Baccalaureate Diplomas in Business Management or Healthcare Management, or the Diploma in Government Management, for May 2025 and September 2025.

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:
    - 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 for 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.)

Program Requirements for 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.

Post-Baccalaureate Diploma in Health Care Management

Cape Breton University will not be offering admission into the Post-Baccalaureate Diplomas in Business Management or Healthcare Management, or the Diploma in Government Management, for May 2025 and September 2025.

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

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.

A program change request must be made using the Service Request Form. Students need to follow the steps below and apply online. Click Here! To Apply for a Program Change. All students will require advising after a program change is approved. Therefore, students will not be able to register for classes until advising has occurred. A program change may affect student fees.

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)
- During peak periods, there will be higher than normal processing times (September, January, May)

- Even if students meet these requirements, there's no guarantee that the program change request will be accepted.
- Certain programs have earlier deadlines for new transfers than others.
- Programs requiring departmental approval may have longer than normal processing times
- International Application Deadlines may apply to program change approvals.

Click Here! International Application Deadlines

Admissions Requirements for Health Care Management

To be admitted to the program, applicants must have:

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

1. 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.).

Program Requirements for 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 in Supply Chain Management

Cape Breton University will not be offering admission into the Post-Baccalaureate Diplomas in Business Management or Healthcare Management, or the Diploma in Government Management, for May 2025 and September 2025.

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 career 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:
    - 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 for 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.)

Program Requirements – Supply Chain Management

The structure of the diploma program will entail the successful completion of thirty-nine credits (twelve courses). The course requirements are as follows:

ACCT-5203 Accounting
LEGL-5501 Business Law and Commercial Contracts
MRKT-5301 Marketing
MGSC-5101 Information Systems for Management
MGSC-5108 Statistics
MGSC-5113 Quantitative Methods
MGSC-5114 Supply Chain Management
MGSC-5121 Global Sourcing
MGSC-5123 Procurement & Supply Management
MGSC-5124 Logistics & Transportation
MGSC-5128 Operations Management
BUSS-5989 Business Internship (6 cr) or BUSS5800-Capstone Project (6 cr).

Successful completion of the program requires students to achieve a minimum of 60% in each of the courses listed above and must receive a Satisfactory employer report on their internship placement in their last semester.

Accounting

Bachelor of Business Administration Major in Accounting (120 credits)

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.

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.

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

Marketing

Bachelor of Business Administration Major in Marketing

The Bachelor of Business Administration (BBA) Major in Marketing program requires the completion of the Bachelor of Business Administration (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.

Admission Requirements:

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

Program Requirements – Bachelor of Business Administration Major in Marketing

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)

Supply Chain Management

Bachelor of Business Administration Major in Supply Chain Management

The Bachelor of Business Administration (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.

Admission Requirements:

Students who have completed year one or year two of the Bachelor of Business Administration (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.

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.

Bachelor of Business Administration – Concentrations (120 credits)

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 Bachelor of Business Administration (BBA) core courses.

Economics

Economics (18 credits):

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

Finance

Finance (18 credits):

Required Courses: FINC3403 & FINC3401

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

Information Technology

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, ITEC4503, ITEC4504, ITEC4506, ITEC4507, ITEC4508, ITEC4509 or ITEC4513.

Legal Studies

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

Human Resources (18 credits):

Required Courses: MGMT3605 & MGMT3604

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

Tourism Marketing and Management

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) (120 credits)

The Bachelor of Business Administration (BBA) degree is a 120 credit program (when completed on a full-time basis), in which students may pursue a concentration within different disciplines. The Bachelor of Business Administration (BBA) degree program consists of a combination of core courses (60 credits) and elective courses (60 credits).

The Bachelor of Business Administration (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 Bachelor of Business Administration (BBA) degree requirements.

The Bachelor of Business Administration (BBA) 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 Bachelor of Business Administration (BBA) program is to provide a foundation in both business and the traditional liberal arts area.

Admission Requirements for 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.

Program Requirements for Bachelor of Business Administration (BBA)

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 1

MGMT-1601	Introduction to Business
MRK-T1301	Intro to Marketing
ACCT-1203/ ACCT-1204	Intro to Accounting I and II
MGSC-1108/ MGSC-1109	Intro to Statistic/ Calculus for Business
ECON-1101/ ECON-1103	Principles of Micro/Macro Economics
Communication	(3 credits)
Elective	(3 credits)

YEAR 2

MGSC-2101	Computers in Business
MGMT-2604/ MGMT-2605	Organizational Behaviour/ Human Resource Management
FINC-2401/ FINC-2403	Business Finance I and II

Electives	(6 credits from ACCT/FINC/MGMT/MGSC/MRKT and 9 credits electives)

YEAR 3

MGMT-3603	Integrative Entrepreneurship
MGMT-3613	Exploration of Indigenous Business *
MGSC-3101	Information Management Systems
Electives	(21 credits)

YEAR 4

MGMT-4605	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.

*Beginning in Fall 2023, all the Bachelor of Business Administration will require MGMT-3613 as part of the core requirements.

Co-op Option

The Bachelor of Business Administration (BBA) degree is a 120 credit program (when completed on a full-time basis), in which students may pursue a concentration within different disciplines. The Bachelor of Business Administration (BBA) degree program consists of a combination of core courses (60 credits) and elective courses (60 credits).

The Bachelor of Business Administration (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 Bachelor of Business Administration (BBA) degree requirements. Students enrolled in Bachelor of Business Administration (BBA) program are eligible to transfer into the **Bachelor of Business Administration (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 (BBA) 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 Bachelor of Business Administration (BBA) program is to provide a foundation in both business and the traditional liberal arts area.

Bachelor of Hospitality and Tourism Management (90 credit)

The Bachelor of Hospitality and Tourism Management program is a 90 credits 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).

Admission Requirements for 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.

Program Requirements for Bachelor of Hospitality and Tourism Management

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

Spring/Summer

HATM3999	HATM3999

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

Bachelor of Technology Information *(**Currently offered: Canadian International College, Cairo Egypt)*

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

Admission Requirements for 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%.

Information Management Stream

In addition to the year one through year three requirements listed above, students in the Bachelor of Technology Information (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	

Network Management Stream

In addition to the year one through year three requirements listed above, students in the Bachelor of Technology

Information (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.

Program Notes – Bachelor of Technology Information (BTI)

(Network Management Stream)

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 Bachelor of Business Administration (BBA) degree.

Program Requirements

(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 Bachelor of Technology Information (BTI) (Information Management) and Bachelor of Technology Information (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

Certificate in Management & Administration/Certified in Management (CIM) Professional Designation (30 credits)

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 sixyears 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 Mi'Kmaw Cultural Tourism (18 credits)

Program Start Date: January 2025

CBU's established general admission terms and eligibility requirements apply to those individuals interested in this Certificate. Students enrolled in a Bachelor of Arts (BA), Bachelor of Arts Community Studies (BACS), Bachelor of Business Administration (BBA), Bachelor of Science (BS), Bachelor of Arts and Science in Environment (BASE), or Bachelor of Hospitality and Tourism Management (BHTM) degree program are eligible.

Name of Credential: Certificate in Mi'Kmaw Cultural Tourism

Delivery Type

The course will use lectures, class discussions, Knowledge Keeper videos and Mi'kmaw Cultural Tourism "caselets" to support the learning goals and objectives. The course may be offered in-community, on campus, both in person and virtually.

Program Overview

This program provides learners with a unique opportunity to acquire knowledge rooted in Netukilimk – a Mi'kmaw concept encompassing the use of the natural bounty provided by the Creator for self-support and well-being. The curriculum is land-based and Elder-linked, guided by the four core principles of respect, responsibility, reciprocity, and relationship.

Students will engage in collaborative learning, interacting not only with each other but also through the Knowledge Keepers' video series, mini-cases, and supplementary materials. The program aligns with the foals and objectives of Mi'kmaw Cultural Tourism, contributing to the broader objectives of Reconciliation. It aims to foster respect and understanding of Mi'kmaw culture while building capacity for Mi'kmaw tourism, representing the Seven Districts of Mi'kma'ki.

Certificate Type: This is an embedded certificate program.

Program Requirements/Regulations	
Introduction to L'nu Studies (3 credits)	MIKM2121
Indigenous Cultural Tourism Marketing (3 credits)	MRKT4605
Exploration of Indigenous Business (3 credits)	MGMT3613
Mi'kmaw Cultural Tourism (3 credits)	HATM1507
Two 3 credit courses (6 credits total) in the discipline areas of:	Mi'kmaq (MIKM), Business Administration (BUSS), Folklore (FOLK), Environmental Studies (ENVS), Biology (BIOL), or Hospitality and Tourism Management (HATM)

Cross listed courses

75% of the core course sections in this program fall within the Shannon School of Business. 25% of the core course sections will be shared with the School of Arts & Social Sciences.
Electives can come from the Shannon School of Business, the School of Arts and Social Sciences, and the School of Science and Technology.

Certificate Regulations

Condition to Graduation: In addition to meeting all program-specific course and credit requirements, students must meet their undergraduate program requirements.

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 Bachelor of Business Administration (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.

SECTION V

SCHOOL OF ARTS AND SOCIAL SCIENCES (SASS)

Dean: Dr. Andy Parnaby, School of Arts & Social Sciences

Message from the Dean:

A Foundation for Your Future:

The School of Arts and Social Sciences (SASS) provides a strong foundation for the future you want. With an extraordinary range of studies, you can pursue your interests, build on your talents and find your niche. Whether it is full-time, part-time, three or four years, SASS degrees and programs are flexible. You tailor your education to fit you.

CBU's School of Arts and Social Sciences comes with a lot of unique opportunities:

- Small classes, taught by passionate faculty, give students the chance to do research in their first year.
- Community-oriented and experiential learning at the forefront of most degrees and programs.
- Co-op Programs, Internships, Work Placements and Exchanges offered nearby or abroad.
- Close community relationships through volunteering hours, in-field research or community-based projects.
- Degrees and programs based around developing a competitive advantage for students in postgraduate programs or the job market.

- All SASS degrees and programs have the same goal of setting you up to succeed in a field that's right for you.

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 because 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**

School of Arts and Social Sciences Credentials & Regulation Information

Undergraduate Degrees

Bachelor of Arts *(Honours, 120 Credits) or a* **Bachelor of Arts Community Studies** *(BACS) (Honours, 120 Credits)*

- Options: Anthropology, Communication, English, History, Political Science, Psychology and Sociology

Bachelor of Arts Community Studies (BACS), Sports & Physical Activity Leadership *(Pathways, 90 Credits, 120 Credits, 120 Credit Major and 120 Credit Honours)*

**Regulation: 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 the requirements for a Minor.

Bachelor of Arts *(BA, General Program 90 Credits)*

- Concentration Options/Areas of Study: 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, 90 Credits)*

****Regulation**: 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.

Bachelor of Arts (*Major/Minor and Double Major, 120 Credits) or a* **Bachelor of Arts Community Studies** *(BACS Major Program – Major/Minor and Double Major, 120 Credits)*

- **Options**: Major in Anthropology, Anthropology-Sociology (jointly), Communication, Dramatic Literature, English, Folklore, History, Mathematics, Mi'kmaq Studies, Philosophy, Political Science, Psychology and Sociology.

****Regulation:** 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.

Bachelor of Arts *(Major, Multidisciplinary Major 120 Credits)* or a **Bachelor of Arts Community Studies** *(Major, Multidisciplinary Major 120 Credits)*

**Students considering these options should consult a department chair.

Bachelor of Arts Community Studies *(BACS Music Major, 120 Credits)*

****Regulation:** 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.

Bachelor of Arts Community Studies *(BACS Applied Theatre, 120 Credits)*

****Regulation:** 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 *(120 Credits)*

- Additional Information: 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.

Bachelor of Arts and Science in Environment *(BASE, Major or Honours, 120 Credits) (Interdisciplinary Credential)*

****Regulation**: 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.

Bachelor of Social Work (60 Credits)

Bachelor of Social Work, Embedded Certificate Options: 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)
- Indigenous Perspectives in Social Work (15 credits)

Diploma and Certificate Programs

Diplomas

****Diploma in Public Administration and Management**

**Please note that this program is closed (2022) for admission and is discontinued. This program has been changed to Diploma in Government.

Diploma in Government Management (42 Credits)

School of Arts and Social Sciences: Certificate Options (full requirements can be found here)

- Certificate in Ethnomusicology (24 Credits, Embedded)
- Certificate in Social Research (30 credits, Stand Alone)
- Certificate in Quantitative and Qualitative Psychology Research Methods (18, Credits, Embedded Certificate)
- Certificate in Bioethics and Health (18 Credits, Embedded)
- Certificate in Mental Health Promotion and Protection (Embedded, 18 credits)

- Certificate of Proficiency in French Language (Embedded)
- Certificate in Theatre Arts (30 Credits, Stand Alone)
- Certificate in Heritage Studies (*Retired*)
- Certificate in Public Administration *(Retired)*

Other

Cape Breton Inclusive Program

Information: CBU Inclusive students who complete a minimum of two years participation and complete their program according to their personalized plans, will receive a certificate along with a detailed learning transcript.

Departmental Contact Information

Associate Dean: Dr. Chris MacDonald

Dean Assistant: Jason Lahey

School Assistant: Lovedeep Kaur

Department Chair: Felix Odartey-Wellington, Communication and Languages, Communication, French, Gaelic, Spanish

Department Chair: Scott Moir, History

Department Chair: James Gerrie. Philosophy

Department Chair: Bettina Callary Department of Experiential Studies in Community and Sport Community Studies, Sport and Physical Activity Leadership

Department Chair: Ruby Ramji, Department of Humanities:

Gender and Women's Studies, History, Philosophy, Religious Studies

Department Chair: Dana Mount, Department of Literature, Folklore, Art, English, Folklore, & Music

Department Chair: Andrew Molloy, Department of L'Nu, Political and Social Studies: Anthropology, Mi'kmaq Studies, Political Science, Sociology

Department Chair: Simon Barrick, Communications

Department Chair: Cynthia Conley, Department of Social Work: cynthia_conley@cbu.ca.

**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.

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.

Admission Requirements for Bachelor of Arts (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.

Academic Program Regulations for Bachelor of Arts (BA)

Bachelor of Arts Core (30 credits)	
Group 1: Literacy & Writing Effectiveness	Any 6 credits of English (with the exception of ENGL-2601, 2604, 2605, 2633, 2625, 3621, 3623) or FRNC-2205
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/S-2200, **AN/S2209, **AN/S2211, PHIL-2104, PHIL-2221*, PHIL-2223*, or Quantitative Research Methods (AN/S-2212, POLS-2161,POLS-2162, POLS-2168 AN/S-2218, POLS-3168, AN/S-3218, or PSYC-2101/PSYC-3101, ENVS-2103, Biology, Chemistry, Physics, Geology, MSIT, Accounting, Management Science, or Mathematics * Not available for credit if you have PHIL-2222 ** NA for credit if you have AN/S-2200

Additional requirements for Bachelor of Arts (BA) programs.

Of the 90 credits required for a 3-year Bachelor of Arts (BA)

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 (BA) degree, no more than 45 credits may be at the 1000 level, except with the Dean's permission. This 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)

Program Options for Bachelor of Arts (BA) Option

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.)

Name of Credential for Bachelor of Arts (BA) (90 Credits)

Credential Name: Bachelor of Arts

Bachelor of Arts Major/Minor 4-Year (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)

Name of Credential for Bachelor of Arts

Credential Name: Bachelor of Arts

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 Bachelor of Arts (BA) or Bachelor of Arts and Community Studies (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 (BA) 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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Multidisciplinary (120 credits)
- BA Core or BACS Core plus COMS-4100 (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 a 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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Honours (120 credits)
- Bachelor of Arts (BA) Core or Bachelor of Arts in Community Studies (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.

Approved Subjects for 90 Credit BA/ BACS Concentration	Approved Subjects for 120 Credit BA or BACS Major or Double Major	Approved Subjects for 120 Credit BACS Major	Approved Subjects for 120 Credit BA or BACS Honours
Anthropology	Anthropology	Applied Theatre	Anthropology
Anthropology/ Sociology	Anthropology/ Sociology	Music	Communication
Celtic Culture	Communication	Sport and Physical Activity Leadership	English
Communication	Dramatic Literature		History
English	English		Political Science
Music	Folklore		Psychology
Folklore	History		Sociology
French	Mathematics		Sport and Physical Activity Leadership
History	Mi'kmaq Studies		
Mathematics	Philosophy		
Mi'kmaq Studies	Political Science		
Philosophy	Psychology		
Political Science	Sociology		
Psychology			
Religious Studies			
Sociology			
*Sport & Physical Activity Leadership			

*BACS ONLY

Academic Program Regulations for Bachelor of Arts Community Studies

Bachelor of Arts Community Studies 3-Year	
Core	COMS-1100; COMS-2100 or (COMS-2103, COMS-2105); COMS-2101, COMS-3100, COMS-3101
Academic Field	24 credits in one discipline with at least 6 credits at the 3000 or 4000 level
Career Area	24 credits between two or three different disciplines
Electives	18 credits in any discipline (maximum 12 credits from Academic Field and Career Area)
COMS-4100 : Self Directed Senior Project is required for all 4 year BACS degrees.	

Program Options for BACS

Bachelor of Arts Community Studies (90 credits)

BACS General (90 credits)

See chart under “Academic Program Regulations for BA and BACS Degrees”.

Bachelor of Arts Community Studies Major/Minor (120 credits)

- Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Major/Minor (120 credits)
- Bachelor of Arts (BA) Core or Bachelor of Arts in Community Studies (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 Double Major (120 credits)

- Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Major/Minor (120 credits)
- Bachelor of Arts (BA) Core or Bachelor of Arts in Community Studies (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 Multidisciplinary Major (120 credits)

- Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Major/Minor (120 credits)
- Bachelor of Arts (BA) Core or Bachelor of Arts in Community Studies (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)

- Bachelor of Arts (BA) or Bachelor of Arts in Community

Studies (BACS) Major/Minor (120 credits)

- Bachelor of Arts (BA) Core or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 90 Credit BA/ BACS Concentration	Approved Subjects for 120 Credit BA or BACS Major or Double Major	Approved Subjects for 120 Credit BACS Major	Approved Subjects for 120 Credit BA or BACS Honours

Anthropology

Anthropology/ Sociology

*Business courses

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

The Interdisciplinary Bachelor of Arts and Science in Environment (BASE) 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 120 credit 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.

Academic Program Regulations for Bachelor of Arts and Science in Environment

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)

ENVS-1101 The Art and Science of Environmental Studies

ENVS-2101 Canadian Environmental Perspectives

ENVS-2103 Intersectional Environmental Science

ENVS-3101 Environmental writing: past and present

ENVS-3103 Environment and Business

ENVS-3104 Field Course in Environmental and Community Issues (OR BIOL Field)

ENVS-4101 Sustainability, Resources, and Environment

ENVS-4103 Global Environmental Perspectives

ENVS-4802 Environmental Solutions: Capstone Project **OR** ENVS 4900 Honours Project

Foundational courses (30 credits)

6 credits of ENGL (with the exception of ENGL-2601, 2604, 2605, 2623, 2625, 3621, 3623)

9 credits GEOL-1105, GEOL-1205, and GEOL-2103 or GEOL-3101 (GEOL-2101 can be used for GEOL-1105)

6 credits MATH-1109 (or MATH-1105) and MATH-1211 (or MATH-1206)

3 credits ENVI-3131 or ENVI-3138

3 credits from PHIL-2107 or PHIL-2221 or PHIL-2223 or PHIL-2104

3 credits in MIKM

*In CHEMISTRY CONCENTRATION MATH-1105 and MATH-1206 are recommended and will replace MATH-1109 and MATH-1211

*In the Mathematics concentration MATH-1105 and MATH-1206 are required and will replace MATH-1109 and MATH-1211

*In the Psychology concentration students can receive credit for MATH-1109, MATH-1211, PSYC-2101 and PSYC-2111 OR PSYC-2101 and PSYC-2111 can replace MATH-1109 and MATH-1211 if students take 6 additional MATH credits.

*In Biology concentration students can receive credit for MATH-1211 and BIOL-3101 OR replace MATH-1211 with BIOL-3101 and take 3 additional MATH credits

Science Concentration (30 credits)

pick one from BIOL, CHEM, MATH, PSYC.

• 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

- BIOL-1101, BIOL-1601, BIOL-2503, BIOL-2504, BIOL-3523

15 credits – choose any BIOL courses at 2000 level and up, with at least 3 courses at 3000 and 4000 level.

MICR-2101 can be used as BIOL credit

Chemistry Concentration

21 credits
- CHEM-1104, 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: MATH-1105 replaces MATH- 1109 and MATH-1206 replaces MATH-1211 in the Foundational Courses
18 credits – MATH-1204, MATH-2101, MATH-2103, MATH-2106, MATH-2109, MATH-2208
12 credits – choose any four MATH courses at 3000 and 4000 level

Psychology Concentration

15 credits
- PSYC-1101, PSYC-1103, PSYC-2701, PSYC-2401, PSYC-3304
15 credits – choose any PSYC courses at 2000 level and up, with at least 3 courses at 3000 and 4000 level.
Recommended: PSYC-2101, PSYC-2111, PSYC-2253, PSYC-3304, PSYC-3101, PSYC-3401 (any others acceptable too)

Arts/Humanities/Social Science Concentration (30 credits)

Choose from a subject below

• 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

Major

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”

Program Options for Bachelor of Arts and Science in Environment

Program Options:

Bachelor of Arts and Science in Environment (BASE) (120 Credits)

- Foundational courses (30 credits)
- Science Concentration Electives (30 credits)
- Arts Concentration Electives (30 credits)
- ENVS Core (24 credits)
- Capstone project (6 credits)

Bachelor of Arts and Science in Environment (BASE) 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, 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.

ENVS-1101 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.

ENVS-2101 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.

ENVS-2103 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.

ENVS-3101 Environmental writing: past and present
Credits: 0

ENVS-3103 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.

ENVS-3104 Field Course in Environmental and Community Issues
Credits: 0

ENVS-4101 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.

ENVS-4103 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.

ENVS-4802 Environmental Solutions: Capstone Project
Credits: 6

Prerequisite: Any 6 credits in ENVS at the 3000 level, and permission of the instructor

Exclusions: ENVS-4900

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 ENVS-4900

OR

ENVS-4900 Honours Project
Credits: 6

Prerequisite: Prerequisites: Any 6 credits in ENVS at the 3000 level, and permission of the supervisor and program coordinators

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 defense 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.

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 Bachelor of Arts and Science in Environment (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).

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 Bachelor of Social Work (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 Bachelor of Social Work (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 Bachelor of Social Work (BSW) program offers opportunities for intra-professional collaboration and aims to thoughtfully prepare practice ready social workers for the profession. The Bachelor of Social Work (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 Bachelor of Social Work (BSW) program.

Academic Program Regulations for 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 Bachelor of Social Work (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-4213 – 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 Bachelor of Social Work (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 Bachelor of Social Work (BSW) program.

Due to the unique nature of the Bachelor of Social Work (BSW) curriculum as it relates to rural and indigenous competencies, students may not be able to transfer credits from another institution's Bachelor of Social Work (BSW) program. Transfer credit will be given on a case-by-case basis as deemed appropriate by the Bachelor of Social Work (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 Bachelor of Social Work (BSW) Program Director in consultation with the Dean and Registrar's Office and may involve additional academic or financial requirements.

Admission Requirements

Admission requirements and standards for this program include:

- Completion of an undergraduate degree (minimum of a 90-credit degree) and submission of transcripts from all post-secondary institutions
- Minimum 70% average within the last 30 credits*
- Submission of Personal Statement which describes the applicant's interest in social work
- Submission of Work and Volunteer Experience
- Three reference letters: one academic, two professional references
- Applications will be screened during the admissions process and selected applicants will move forward to an interview

Indigenous, African-Nova Scotian, and equity-seeking applicants will be invited to self-identify in their Personal

Statement as part of the program's commitment to equity, diversity and inclusion. Indigenous and African-Nova Scotian applicants who self-identify may choose to apply under a specialized Indigenous & African Nova Scotian admission stream. All applicants within this stream will be forwarded directly to the interview phase of the application process provided they have an undergraduate degree from an accredited university and have submitted all required application materials.

*Individuals with a grade average below 70% will be considered on a case-by-case basis. Admission for this program is only open to domestic students at this time.

Admission Criteria

Grade average of most recent 30 credits	15%
References	15%
Work and Volunteer Experience	20%
Personal Statement	25%
Interview	25%

For more information about the program, admission requirements or general questions, please email socialwork@cbu.ca.

Diploma in Public Administration and Management (closed for admission)

Please note that this program is closed for admission. This program has been changed to Diploma in Government (see below)

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 90 credit or 120 credit 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.

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.

Program Requirements

Key Features of the Diploma

- A 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 in Government Management

Cape Breton University will not be offering admission into the Post-Baccalaureate Diplomas in Business Management or Healthcare Management, or the Diploma in Government Management, for May 2025 and September 2025.

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

Certificate in Ethnomusicology

The Certificate in Ethnomusicology provides students with options for studying diverse forms of music or focusing 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 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 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 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 120 credit Bachelor of Science (BSc), Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Psychology.
2. Included in the degree program would be 18-credits core to the certificate:

- PSYC-1101 Introduction to Psychology as a Natural Science
- PSYC-1103 Introduction to Psychology as a Social Science
- PSYC-2101 Data Analysis
- PSYC-2111 Research Methods in Psychology
- PSYC-3101 Research Practicum in Psychology
- PSYC-3103 Qualitative Methods in Psychology

- Average grade of 75% or higher
  across PSYC-2101, PSYC-2111, PSYC-3101 and PSYC-3103.

3. Original Research Requirement:
   a. Option 1 PSYC-4900 Honours Seminar and Thesis (6cr) OR
   b. Option 2 (with prior approval from the Psychology Department), PSYC-4800 or PSYC-4801, 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 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:

Please contact the Dean of your program or your Academic Advisor if you have any questions.

PHIL-2111 Biomedical Ethics

PHIL-2125 Death and Dying: Dying and Values

PHIL-2127 Death and Dying: Death, Healing and Ageing

ENGL-1109 Reading and Writing about Science

SPAL-3107 Prevention and Care of Athletic Injuries

PHIL-2129 Spirituality and Health

PHIL-2131 Religion and Health

NUTR-1101 Community Nutrition

SPAL-2107 Sport Nutrition

COMM-3139 Issues in Health Communication

AN/S-2207 Thinking about Health and Illness

AN/S-2208 Practicing Well-being and Healing

PSYC-2504 Aboriginal Psychology: Indigenous Mental Health and Healing

SPAL-3108 Community Health and Physical Activity

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 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)

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (BACS) degree requirements in Anthropology programs.)

Bachelor of Arts (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

Bachelor of Arts (BA)/ Bachelor of Arts in Community Studies (BACS) Minor (24 Credits in Anthropology)

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

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies 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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies degree requirements in Anthropology/Sociology joint programs.)

Bachelor of Arts (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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Degree Minor (24 Credits in Anthropology/Sociology)

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

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies 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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies 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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies 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.

Celtic Culture

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

Bachelor of Arts (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

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (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

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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

MUSI2203 or FOLK2113

Introduction to Celtic Instrumental Music

MUSI2251 or FOLK2105

Social History of Celtic Music & Dance

MUSI2221 or FOLK2107

Early Canadian Celtic Music

MUSI2223 or FOLK2108

Contemporary Canadian Celtic Music

MUSI2911

Cape Breton Fiddle

MUSI2913

Fiddle Music for Dancing

MUSI2917 Cape Breton Fiddle Composers

MUSI2915 Evolution of the Cape Breton Fiddle Style

HIST2102

Celtic History

HIST3101

Modern Ireland, 1603-1848

HIST3103

Modern Ireland, 1848-2000

HIST3122

Modern Scottish Highlands

HIST3130

Viking World

ENGL2461

Celtic Revival in Literature

ENGL2463

Modern Celtic Literature

ENGL4401 Contemporary Irish Literature

RELS2104

Celtic Religion I: Druidism

RELS2105

Celtic Religion II: Christianity

Students must consult the Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (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.

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (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.

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 must consult the Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) and some Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (BACS) Minor (24 credits in Drama)

DRAM1101 (Introduction to Play Production)

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Multidisciplinary Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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

Bachelor of Arts in Community Studies (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.

Dramatic Literature and Theory course options (minimum 6 credits)

- 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 **Approved 2024 – DRAM-2104 (replaced DRAM-3104: Stage Craft)
- 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 **Approved 2024 – DRAM-3201

(replaced DRAM-2201)

- 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.

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

Bachelor of Arts (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

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (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.

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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) **Course name updated to Folk Literature – Approved 2024.
ENGL2200 Non-dramatic Literature of the 16th Century (6)	ENGL2303 Romantic Poetry (3)ch	ENGL3503 History and Theory of Criticism: Wordsworth to the Twentieth Century (3)	ENGL2603 The Literature of Sport (3)
ENGL2240 Shakespeare (6)			
ENGL-2241 Shakespeare (3 Credits)	ENGL2400 Modern Irish & British Poetry (6)	ENGL3504 Feminist Literary Criticism and Practice (3)	ENGL2604 Film Form and Style (3)

ENGL2300 Eighteenth Century English Literature (6)

ENGL2306 Dramatic Literature by Women I (3)

ENGL3120 Middle English (6)

ENGL3122 Medieval Drama (6)

ENGL3200 Literature of the 17th Century (6)

ENGL3241 Renaissance Drama I (3)

ENGL2403 Literature & Globalization (3)

ENGL2404 Foundations of Postcolonial Literature (3)

ENGL2420 Modern English Canadian Poetry (6)

ENGL2441 American Literature to 1865 (3)

ENGL2461 the Celtic Revival in Literature (3)

ENGL2463 Modern Celtic Literature (3)

ENGL4501 Twentieth Century Criticism and Critical Theory to 1960 (3)

ENGL4503 Twentieth Century Criticism and Critical Theory: 1960 to the Present (3)

ENGL4504 Postcolonial Theory (3)

ENGL4522 Feminist Literary Theory (3)

ENGL2605 Film Genre and Authorship (3)

ENGL2610 The British Literary Tradition (6)

ENGL2624 Playwriting I (3)

ENGL2625 Playwriting II (3)

ENGL2640 Literature Written by Women: The British Tradition (6)

ENGL2642: A Survey of the Drama (6)

ENGL3243 renaissance Drama II

ENGL2607 Dramatic Literature by Women II (3)

ENGL2685 Children's Literature in English 1860-1920 (3)

ENGL3320 Restoration and Eighteenth Century Drama (6)

ENGL3303 Victorian Drama (3)

ENGL4140 Introduction to Old English (6)

ENGL3361 Romantic Fiction (3)

ENGL4200 Milton (6)

ENGL3363 Victorian Fiction (3)

ENGL2684 Children's Literature to 1860 (3)

ENGL3621 Intro to Creative Writing: Poetry (3)

ENGL3623 Intro to Creative Writing: The Short Story (3)

ENGL3624 Eco Texts: Film and Literature (3)

ENGL3625 Nature Writing (3)

ENGL4240 Studies in Shakespeare (6)

ENGL4720 Special Topics in Renaissance Literature (6)

ENGL4721 Special Topics in Renaissance Literature (3)

ENGL3400 The Novel from Twentieth Century Britain and Ireland (6)

ENGL3401 Writing Modern America (3)

ENGL3403 Writing Contemporary America (3)

ENGL3404 Modern American Poetry (3)

ENGL3405 Contemporary American Poetry (3)

ENGL3406 Canadian Drama (3)

ENGL3652 The Short Story (6)

ENGL3681 Young Adult Fiction (3)

ENGL3683 Literature and Film (3)

ENGL3684 Introduction to Fantasy Literature (3)

ENGL3685 Introduction to Science Fiction (3)

ENGL3686 Detective Fiction (3)

ENGL3407 Dramatizing Ireland: Plays from 1950-Present (3)

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)

ENGL4630 World Literature (6)

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)

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) Concentration (30 credits in Folklore)

- FOLK1103 and FOLK2114
- 6 credits at the 2000-level
- 12 credits at the 3000 -level

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (BACS) Minor (24 credits in Folklore)

- FOLK1103 and FOLK2114
- 6 credits at the 2000-level
- 6 credits at the 3000 -level

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

- 24 credits in one discipline with at least 9 credits at the 3000 or 4000 level

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Major (48 credits in Folklore)

FOLK1103 and FOLK2114

- 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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Double Major (36 credits Folklore)

- FOLK1103 and FOLK2114
- 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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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	Group B
Regional Studies	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

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

Bachelor of Arts (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.

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (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.

Bachelor of Arts in Community Studies Academic Field (24 Credits)

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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) MULTIDISCIPLINARY BA or BACS (with French)

Please refer to Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) program requirements regarding the development of a Multidisciplinary degree. Students interested in using French as one of the subjects in the Multidisciplinary Bachelor of Arts (BA)/Bachelor of Arts in Community Studies (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.

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) Concentration or as the Bachelor of Arts in Community Studies (BACS) Academic subject.

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (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.

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Academic School: School of Arts and Social Sciences

Dean: Dr. Andy Parnaby

Program Advisor: Dr. Heather Sparling

Academic Department: Literature, Folklore & The Arts (LiFTA)

Program Start Date: September 2024

Admission Requirements: Admission requirements and standards specific to the program, including, where applicable, a description of the various admission routes.

In the case of an articulated or other collaborative program, provide details on the admission requirements of each program/each participating institution.

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.

Name of Program: Gaelic Language and Cultural Sustainability

Program Audit Code: BACS.GLCS.MAJ

Delivery Type: Delivered primarily in person and on campus, although some components will need to be completed online or at a partner institution

Program Type: Undergraduate Degree, Undergraduate Certificates

Credential Name (Parchment and Transcript)

- Bachelor of Arts Community Studies, Major in Gaelic Language and Cultural Sustainability
- Certificate in Gaelic Language
- Certificate in Cultural Sustainability

Program Overview: The Gaelic Language and Cultural Sustainability program was designed in partnership with the Gaelic community and is designed to provide future language and culture leaders with the skills and knowledge needed to safeguard and steward Gaelic language and culture into the future. The program is offered as a major in the Bachelor of Arts in Community Studies (BACS) degree, through which students will become fluent Gaelic speakers and engage with Gaelic culture while also learning about how and why languages become endangered, how languages can be revitalized, how to learn and teach languages, what makes a community resilient, and how to collaborate with other language communities.

Major Requirements:

Gaelic language requirements (24 credits):

- 24 credits of Gaelic language, as follows:
- GAEL 1101 and 1103
- GAEL 2102 OR GAEL 2101 and 2103
- GAEL 3102 OR GAEL 3101 and 3103
- GAEL 4102 OR GAEL 4101 and 4103

Cultural sustainability requirements (24 credits):

- 9 credits of Gaelic, Scottish, Irish, of Celtic culture, such as:
- MUSI 2109: Cape Breton Fiddle Music
- MUSI 2203/FOLK 2113: Intro to Celtic Instrumental Music
- MUSI 2214/FOLK 2261: Intro to Celtic Dance
- HIST 2102: Celtic History
- HIST 3122: The Modern Scottish Highlands
- ENGL 2463: Modern Celtic Literature
- RELS 2105: Celtic Religion & Christianity
- (Note that students completing the Beinn Mhàbu Foundation Year will have completed this requirement)
- ANTH 1105/LACS 1XXX: Global Language Revitalization
- 3 credits of qualitative research methods, such as
- FOLK/ANTH/MUSI 2114: Ethnography
- HIST 2123: Stories We Tell

- COMM 2173: Videography
- AN/S 2217: Qualitative Research Design
- HIST 4101: Digital History
- Beaton Archival Internship
- AN/S/POLS/COMM 3216: Building Resilient Communities
- LACS 3XXX: Language Learning and Teaching
- LACS 4XXX: Language and Cultural Reconciliation

Program Requirements/Regulations: Bachelor of Arts Community Studies 4-year Major/Minor program options (120 credits):

- Bachelor of Arts Community Studies (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 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

The Bachelor of Arts Community Studies (BACS) core includes two mandatory work placements (which may be paid or unpaid) and experiential learning is integrated throughout its courses.

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.

Electives: Students who are enrolled in this program can take at least 18 credits of electives.

Certificate Regulations:

The Certificate in Gaelic Language: consists of 30 credits: 24 in Gaelic language and 6 in Gaelic culture.

The Certificate in Cultural Sustainability: consists of 30 credits: 24 in cultural sustainability and 6 credits in Gaelic.

Condition to Graduation: In addition to meeting all program-specific course and credit requirements, 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 to be eligible to graduate. Students will not normally be eligible to graduate while on Probationary status or Required to Withdraw status. A student denied graduation while on Probationary status or Required to Withdraw status may submit a request for Academic Consideration to the Academic Review Sub-Committee.

Additional Information related to the Program Delivery:

- Online/distance options exist for portions of the program, including Gaelic language courses.
- Students may also take Gaelic beyond the first year through the Gaelic College's 4-week intensive immersion course, offered each May and accredited through CBU. Rooted in the Gàidhlig aig Baile (Gaelic in the Home) method, the 4-week immersion course is highly experiential, involving language learning through activities and incorporating weekly fieldtrips into the community.
- Students have the option of doing the first two years of the program through the Gaelic College's Beinn Mhàbu Foundation Year program. Students in the foundation year will live in Mabou, in Nova Scotia's Gaelic heartland, and courses will involve in-community projects, fieldtrips, and other experiential learning opportunities.
- Students also have the option of spending a year on exchange to Sabhal Mòr Ostaig, Scotland's Gaelic-medium college (part of the University of Highlands and Islands). Students interested in going on exchange will typically do so during their third year of study.

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (BACS) Minor (24 credits in Gender and Women's Studies)

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (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 120 credit Bachelor of Arts (BA) program or the 120 credit Bachelor of Arts in Community Studies (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.

Bachelor of Arts in Community Studies (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.

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

Bachelor of Arts (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

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (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)

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Honours (66 credits in History)

Students must consult Bachelor of Arts (BA) or Bachelor of

Arts in Community Studies (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

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-3108 Stuart England

HIST-3109 Scotland 1500-1603

HIST-3111 Scotland 1603-1707

HIST-3122 Modern Scottish Highlands

HIST-3142 Modern Britain

HIST-3201 Religious Persecution to Religious Liberty I (to 1600)

HIST-3203 Religious Persecution to Religious Liberty II (from 1600)

HIST-4110A/B Witch-Hunting: Early Scotland

HIST-3113 Cape Breton History, 1820-1910

HIST-3114 Cape Breton History, 1910-2000

HIST-3120 Race Relations in North America

HIST-3140 The Peopling of Canada and North America

HIST-3150 Social History of Louisbourg

HIST-3117 History & Philosophy of Science

HIST-3118 Public History & Media

HIST-3119 Memory and History in the Public Sphere

HIST-3130A/B The Viking World

HIST-3131 The Atlantic World During the Age of Sail

HIST-3133 Slavery & Freedom in the Americas

HIST-4101 Digital History

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

90 Credit GENERAL DEGREE

Students in the 90 credit **Bachelor of Arts (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.

Bachelor of Arts (BA) Concentration (30 Credits)

- MATH-1206, MATH-2301
- A minimum of 12 credits at 3000 or 4000 level.

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (BACS) Minor (24 Credits)

- MATH-1206, MATH-2301
- A minimum of 6 credits at 3000 or 4000 level

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) Concentration (30 credits Mi'kmaq Studies)

- MIKM-1161 Intro to Indigenous Studies
- MIKM-2121 Intro to L'nu Studies

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

- MIKM-1161 Intro to Indigenous Studies
- MIKM-2121 Intro to L'nu Studies

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (BACS) Minor (24 credits Mi'kmaq Studies)

- MIKM-1161 Intro to Indigenous Studies
- MIKM-2121 Intro to L'nu Studies

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) should consult with the Department Chair.

MI'KMAQ STUDIES COURSES as teachable for the Bachelor of Education (B.Ed.)

Mi'kmaq Studies courses are recognized as a teachable for

application to Nova Scotia Bachelor of Education (B.Ed.) Programs.

Mi'kmaw Governance/History Courses

MIKM-2222 Ethnicity, "Race," & Nationalism

(6 cr)

MIKM-3108 Confronting Cdn Colonialism (3 cred)

cross-list POLS 3108

MIKM-3110 Self and Other: Encounters, Traditions & Transformation (6 cred.)

This is cross-listed FROM AN/S-3210

MIKM-3125 L'nu Treaty Rights

MIKM-3126 Traditional L'nu Governance

MIKM-3127 Early L'nu History

MIKM-3128 Post Colonial L'nu History

MIKM-3320 Race Relations in North America (6 cr)

(HIST cross-listed to MIKM)

MIKM-4100 Contemporary Mi'kmaq Issues (6 cr)

Mi'kmaw Language/Culture Courses

MIKM-1101 Convers. Mi'kmaq Beginners I (3 cr)

MIKM-1103 Convers. Mi'kmaq Beginner's II (3 cr)

MIKM-1145 Intro to Linguistics (3 cr)

MIKM-2101 Convers Mikm Intermediate I (3 cr)

MIKM-2103 Convers Mikm Intermediate II (3 cr)

MIKM-2106 Indigenous Musics of North America (3 cr)

MIKM-2114 Mi'kmaq for Speakers: Literacy I (3 cr)

MIKM-2215 Mi'kmaq for Speakers: Literacy II (3 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.

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts of Community Studies (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 Bachelor of Arts of Community Studies (BACS) Music Major. Music is unique at CBU in that it is the only Major program offered only through the Bachelor of Arts of Community Studies (BACS) degree.

Bachelor of Arts (BA) Concentration in Ethnomusicology (30 credits in Ethnomusicology)

- MUSI-1101
- MUSI-2101
- MUSI-3101

Bachelor of Arts (BA) / Bachelor of Arts of Community Studies (BACS) Minor in Ethnomusicology (24 credits in Ethnomusicology)

- MUSI-1101
- MUSI-2101
- MUSI-3101

Bachelor of Arts (BA) / Bachelor of Arts of Community Studies (BACS) Multidisciplinary Degree (with Music)

Please refer to Bachelor of Arts (BA) or Bachelor of Arts of Community Studies (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

120 Credit Bachelor of Arts of Community Studies (BACS) Music Major

- 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.

Bachelor of Arts of Community Studies (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

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 Bachelor of Arts in Community Studies (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.

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) Concentration (30 credits in Philosophy)

- PHIL-1103 OR PHIL-3116

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (BACS) Minor (24 Credits in Philosophy)

- PHIL-1103 OR PHIL-3116

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Major: 48 credits in Philosophy

- PHIL-3116
- 9 credits in Philosophy at the 4000 level.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Double Major (36 credits in Philosophy)

- PHIL-1103 OR PHIL-3116

Multidisciplinary Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) (with Philosophy)

Please refer to Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) Concentration (30 credits in Political Science)

- 6 credits in Political Science at the 1000-level

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (BACS) Minor (24 credits in Political Science)

- 6 credits in Political Science at the 1000-level

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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
1. Canadian Politics and Government
1. Public Administration and Public Policy or Law and Policy
1. International Relations and Comparative Politics
1. Political Theory

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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
1. Canadian Politics and Government
1. Public Administration and Public Policy or Law and Policy

1. International Relations and Comparative Politics

1. Political Theory

Multidisciplinary Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Honours (66 credits in Political Science)

Students must consult Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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 21stCentur
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.

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

Bachelor of Arts (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.

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (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.

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

- 24 credits of PSYC with at least 6 credits at the 3000 or 4000 level

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) (with Psychology)

Please refer to Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (BACS) program requirements regarding the development of a Multidisciplinary degree. Students interested in using Psychology as one of the subjects in the Multidisciplinary Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (BACS) should consult with the Department Chair.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) Concentration (30 credits in Religious Studies)

- RELS-1115 (Introduction to World Religions: Eastern Traditions)
- RELS-1117 (Introduction to World Religions: Western Traditions)

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (BACS) Minor (24 credits in Religious Studies)

- RELS-1115 (Introduction to World Religions: Eastern Traditions)
- RELS-1117 (Introduction to World Religions: Western Traditions)

Bachelor of Arts in Community Studies (BACS) Academic Field (24 Credits)

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

Multidisciplinary Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS)

Please refer to Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) program requirements regarding the development of a Multidisciplinary degree. Students interested in using Religious Studies as one of the subjects in a Multidisciplinary Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) should consult with the Department Chair.

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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.)

Bachelor of Arts (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.

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (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

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) (with Sociology)

Please refer to Bachelor of Arts (BA) or Bachelor of Arts in

Community Studies (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.

Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (BACS) Honours (66 Credits in Sociology)

Students must consult Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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.

Bachelor of Arts Community Studies Degree Requirements

Students must consult the Bachelor of Arts (BA) and Bachelor of Arts in Community Studies (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 (SPAL) – 90 Credit

- 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 (SPAL) – 120 Credit 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 (SPAL) – 120 Credit 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.

Sport and Physical Activity Leadership (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 Bachelor of Arts Community Studies (BACS) double major or multidisciplinary degree, and also within the Bachelor of Arts in Community Studies (BACS)-Bachelor of Business Administration degree.

For more information on this program and options, please visit www.cbu.ca/spal

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

SECTION VI

SCHOOL OF EDUCATION AND HEALTH (S.E.H)

Dean: Dr. Ellyn Lyle, School of Education and Health

Message from the Dean:

Welcome to the School of Education and Health.

We are a vibrant community of passionate educators and experienced practitioners who value education and health sciences as integral to the creation of sustainable and healthy communities. Guided by CBU's graduate attributes, we offer learning opportunities that support the development of active and responsible citizenship through the cultivation of creativity and curiosity while encouraging the highest levels of professional integrity. We do this by centering our students and valuing them as citizens of both local and global communities.

Whether you join us in one of our many teacher education programs, or in public health, occupational health and safety management, or nutrition, you will find supportive educators who are dedicated to learning alongside you. This commitment is evident at all levels of designations offered: bachelor programs; post-baccalaureate diplomas; certificates; graduate diplomas; and graduate degrees. In all of these programs, our focus is you — ensuring that your learning experience is deeply rewarding while preparing you to contribute to your own communities both at home and abroad. Valuing diversity of perspective as a rich source of learning, we are deeply committed to fostering

socially equitable spaces, and we centre this commitment in our courses, programs, and community contributions.

Cape Breton University has the distinction of having been born of community commitment, and this legacy continues to drive us forward. We are delighted your curiosity and hope led you here, and we look forward to the privilege of learning with you.

With best wishes,

Ellyn Lyle, Ph.D., Dean, 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. ELLYN LYLE, 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 Education and Health Credential & Regulation Information

Master Level

Master of Education in Sustainability, Creativity and Innovation (Med Sci) *(30 Credits, Graduate Program)*

**Master of Education (Information Technology) *(Conferred at Memorial University of Newfoundland)*

Undergraduate Level

Bachelor of Education (60 Credits)

- **Bachelor of Education** *(Elementary Education, Stream P-6)*
- **Bachelor of Education** *(Secondary Stream, Grades 7-12)*
    - Concentrations (L'NU EDUCATION CONCENTRATION & EDUCATION FOR SUSTAINABILITY CONCENTRATION)

***Bachelor & Diploma in 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.

Bachelor of Health Sciences (Public Health) (120 Credits, **accelerated options for students with advanced standing)

Bachelor of Science in Human Nutrition *(60 Credits, Transfer, **cannot complete credential at Cape Breton University)*

Diploma Level

- Diploma in Education (Counseling) (**Discontinued)
- Diploma in Education (Curriculum) *(30 Credits)*
- Diploma in Education (Educational Technology) *(30 Credits)*
- Post-Baccalaureate Diploma in Occupational Health & Safety Management *(39 Credits)*

Certificate Level

- Certificate in Educational Studies *(30 Credits)*
- Certificate in Educational Studies (Arts Education) *(30 Credits, 24 graduate-level credits)*
- Certificate in High School Mathematics Education

Departmental Contact Information

Associate Dean (Health Sciences): Melissa McDonald

Departmental Chair: Harkanwal_kaur@cbu.ca (Public Health)

Departmental Chair: Kristen O'Rourke

Departmental Chair: Kevin Devoe (B.Ed. Practicums)

Manager, Undergraduate Programs in Education: Donnie Holland,

Manager, Graduate Programs in Education: Jordan Townsend

Executive Assistant, School of Education & Health: Brittany Mullins

Master of Education in Critical Curriculum Studies

Program start date: September 2025

Admission Requirements

Students applying to the M.Ed. (CCS) are assessed through an admissions process that considers the whole student. The holistic admissions process augments the consideration of traditional measures of academic achievement (e.g., transcripts, academic references) with rigorous consideration of an applicant's unique experiences and other factors associated with success in graduate studies.

Admissions Criteria[1]. The following four admissions criteria offer a framework in the development of holistic and equitable[2] admissions processes in the M.Ed. (CCS): academic success; scholarly potential; commitment and leadership; and lived experiences.

The admissions committee will look for evidence of the four criteria in each application package, which must include the following:

- Official transcript(s) indicating successful completion of an undergraduate degree with a minimum 70% average in the last 30 credits
- two years of professional experience in educational contexts
- curriculum vitae/résumé
- letter of application (750-1000 words), which also serves as a writing sample, discussing:
    - o your main curiosities in relation to critical curriculum

    - o how your experiences (personal, work, volunteer, academic) have prepared you for this program
    - o motivation for applying
    - o future career goals
- two letters of reference: one academic; and one professional[3]

Guiding Principles. The Admissions Committee is comprised of Department of Education faculty and professional staff who are adept in best practices for holistic admissions. While files may be initially assessed with a rubric, each applicant's submission is discussed fulsomely by the committee as an expression of the program's commitment to holistic practices.

The Admissions Committee is guided by principles to enhance Equity, Diversity, Inclusion, Accessibility, and Decolonization in the selection process and understands reliance on quantitative measures may disadvantage equity deserving students.

The admissions committee may request clarifying information or an interview if an applicant has a letter of application that strongly aligns with the purpose of the M.Ed. in CCS but whose academic performance is not traditionally competitive.

[1] Admission is intended to be competitive and meeting the minimum requirements does not guarantee a seat.

[2] Equitable admissions policies recognize that there may be unique circumstances preventing strong applicants from achieving minimum or high-ranking scores in the above areas, especially if those applicants are part of equity deserving groups. We invite applicants to include with their application additional information on any such circumstances for consideration by the admissions committee.

[3] two professional letters may be permitted in exceptional circumstances with permission from the Chair of Education.

Delivery Type: Online and asynchronous

Program Overview

The M.Ed. in Critical Curriculum Studies: *Self, Other, and Society* at Cape Breton University is a fully online, 30-credit graduate program that examines curriculum through the lenses of equity, decolonization, and social transformation. While curriculum is experienced subjectively, it is shaped by social, cultural, and political factors. Designed for educators, educational professionals, or those interested in education as a field of study to challenging dominant narratives in education, the program encourages critical reflection and research-driven inquiry. Students explore innovative approaches to curriculum design, policy, and pedagogy, with the flexibility to pursue course-based, project, or thesis pathways. Graduates are equipped to lead meaningful change in schools, communities, and broader educational contexts.

Program Requirements: See document.

Electives

Group A Electives:

EDUC-6XXX Transformative Assessment (3cr)
EDUC-6XXX EDI in Learning Environments (3cr)
EDUC-6107 Nature and Outdoor Learning (3cr)
EDUC-6XXX Resources for Diverse Contexts (3cr)

Group B Electives:

EDUC-6XXX Directed Reading Course (giving students an opportunity to personalize their learning experience and interests) (3cr)
EDUC-6109 Transformative Education (3cr)
EDUC-6113 Socio-Ecological Justice in Ed (3cr)

EDUC-6XXX Critical Well-Being (3cr)
EDUC-6XXX Collaboration for Well-Being (3cr)

Group C Electives:
EDUC-6116 Phenomenological Research (3cr)
EDUC-6115 Research Methods for Education (3cr)
EDUC-6XXX Action Research Methods (3cr)

Capstone/Thesis Requirements

Project-based: 6cr (24 required credits of coursework)
Thesis-based: 12cr (18 required credits of coursework)

Progression Regulations

To maintain satisfactory standing in the M.Ed. (CCS), 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.

Condition of Graduation

Completion of all required courses and electives, with a final project or thesis depending on pathway (30 credits total).

All students will be expected to maintain a minimum average of 70% in each course to meet graduation requirements.

The thesis will be graded as pass/fail; a "Pass" is required for program completion.

A Pass will be assigned provided the student meets, at minimum, a 70% standard, upon completion of the written thesis and successful oral defense.

Students who demonstrate exemplary work may be awarded a “Pass with Distinction” at the discretion of the thesis committee.

	Course Pathway	**Project Pathway**	**Research/Thesis Pathway**
	30 credits of course work.	24 credits of course work.	18 credits of course work.
Research Experience			
CCS Independent Inquiry (3cr)	√		
CCS Project (6cr)		√	
CCS Thesis (12cr)			√
Compulsory courses			
EDUC 6XXX *The Scope and Aims of*	√	√	√
Curriculum			
EDUC 6XXX Decolonizing Curriculum	√	√	√
EDUC 6104 Curriculum Inquiry	√	√	√
EDUC 6XXX Reflexive Inquiry	√	√	√
Sub-Total of credits	**15**	**18**	**24**

Electives	Students require an additional 15cr of course work (five courses) chosen from among the courses listed below. A minimum of 3 courses (but no more than 5) must be selected from Group A.	Students require an additional 12cr of course work (four courses) chosen from among the courses listed below. A minimum of 3 courses (but no more than 4) must be selected from Group A. courses listed below. A minimum of 3 courses (but no more than 4) must be selected from Group A.	Students require an additional 6cr of course work (2 courses) chosen from among the courses listed below. One course may be chosen from either Group A or B. The other must be from Group C (second research course). from either Group A or B. The other must be from Group C (second research course).

Master of Education in Holistic School Health and Well-Being

Program start date: September 2025

Admission Requirements

To be admitted to the program, applicants must have:

1. Completion of an undergraduate degree with a 70% average in the last 30 credits*. While a Bachelor of Education degree is not required for admission, priority will be given to applicants working within various educational contexts as demonstrated in the statement of intent and CV.
2. Professional experience in an educational context.
3. Submission of a Statement of Intent, which also acts as a writing sample, outlining their:

    - Reasons for pursuing a program focused on Holistic School Health and Well-Being.
    - Future goals for promoting Holistic School Health and Well-Being in their educational context.

We understand that knowledge may be demonstrated in a variety of ways. Creative submissions are encouraged and may be components such as visual/creative artwork, orality, video, or a multimedia portfolio.

4. A CV highlighting experience in the following areas:

- Education
- Work experience (a minimum of two years experience in teaching, leadership, or other involvement in education)
- Professional qualifications and accomplishments
- Conferences or Presentations
- Published Research and/or Community Research
- Volunteerism

5. An academic letter of recommendation and a professional letter of recommendation (two professional letters will be permitted on a case-by-case basis).

6. English language proficiency – must meet the minimum requirements established by Cape Breton University, as outlined in the Academic Calendar.

*Equitable admissions policies recognize that there may be challenges and unique circumstances preventing strong applicants from achieving minimum or high-ranking scores in the above area, especially if those applicants are part of historically marginalized groups. We invite applicants to include with their application additional information on any such circumstances for consideration by the admissions committee.

Delivery Type: Online and asynchronous

Program Overview

The Master of Education in Holistic School Health and Well-Being at Cape Breton University is a fully online graduate program designed for educators and professionals seeking to enhance inclusive education, well-being, and sustainability in school communities. Grounded in equity, mental and physical health literacy, and Indigenous perspectives, the program integrates research-based strategies with practical applications to foster healthier learning environments. With flexible course-based, project, and research pathways, graduates will be equipped to lead positive change in schools and beyond.

Program Requirements: See document.

Electives: 10

Additional Research Methods Electives – Students may select from:

EDUC-6115 Research Methods for Education (3cr)
EDUC-6116 Phenomenological Research (3cr)
EDUC-6XXX Reflexive Inquiry (3cr)

Electives from:

EDUC-6XXX Mental Health Literacy (3cr)
EDUC-6XXX Critical Well-Being (3cr)
EDUC-6XXX Physical Literacy & Outdoor Ed. (3cr)
EDUC-6XXX Leveraging Diversity (3cr)
EDUC-6XXX Indigenous Health and Healing (3cr)
EDUC-6107 Nature & Outdoor Learning (3cr)
EDUC-6108 Sustainability, Happiness and Well-Being (3cr)

Capstone/Thesis Requirements

Project-based: 6cr (24 required credits of coursework)
Thesis-based: 12cr (18 required credits of coursework)

Progression Regulations

To maintain satisfactory standing in the M.Ed. (HSHWB), 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.

Condition of Graduation

Completion of all required courses and electives, with a final project or thesis depending on pathway (30 credits total).

All students will be expected to maintain a minimum average of 70% in each course to meet graduation requirements.

The thesis will be graded as pass/fail; a “Pass” is required for program completion.

A Pass will be assigned provided the student meets, at minimum, a 70% standard, upon completion of the written thesis and successful oral defense.

Students who demonstrate exemplary work may be awarded a “Pass with Distinction” at the discretion of the thesis committee.

Course-based pathway:	**Project-based pathway:**	**Research-based pathway:**
Core (12 credits) EDUC-6XXX Holistic School Health and Well-Being Independent Inquiry (3 credits) Electives (15 credits)	Core (12 credits) EDUC-6XXX Holistic School Health and Well-Being Project (6 credits) Electives (12 credits)	Core (12 credits) Additional Research Methods (3 credits) EDUC-6XXX Holistic School Health and Well-Being Thesis (12 credits) Electives (3 credits)

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.

Admission Requirements for 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.

Program Requirements for 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.

Master of Education in Sustainability, Creativity and Innovation (Med Sci)

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.

Admission Requirement for Master of Education in Sustainability, Creativity, and Innovation

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 Requirements for Master of

Education in Sustainability, Creativity, and Innovation

Program Requirements

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.

EDUC6101 Fundamentals of Sustainability (3 credits)

EDUC6103 Education for Sustainability and Entrepreneurship (3 credits)

EDUC6104 Curriculum Inquiry: Foundations of Theory and Practice (3 credits)

EDUC6115 Research Methods (3 credits)

EDUC6105 Health Promoting Schools (3 credits)

EDUC6800 Education for Sustainability, Creativity and Innovation Project (6 credits)

EDUC6901 Thesis Proposal: Sustainability, Creativity and Innovation (3 credits)

EDUC6902 Thesis: Sustainability, Creativity and Innovation (6 credits)

For a range of electives that are offered students are referred to the education department website.

Examples
include: EDUC6106 ; EDUC6107; EDUC6108 ; EDUC6109: EDUC6111 ; EDUC5131;

Post-Baccalaureate Diploma in Occupational Health and Safety Management

Cape Breton University will not be offering admission into the Post-Baccalaureate Diplomas in Business Management or Healthcare Management, or the Diploma in Government Management, for May 2025 and September 2025.

Cape Breton University recognizes the inherent challenges of maintaining proper health and safety in today's ever-evolving workplace. With CBU's Post-Baccalaureate Diploma in Occupational Health & Safety Management, students will gain the managerial skills necessary for effective management of occupational health, safety and risk across various disciplines in the Canadian and global context.

Students will gain competencies to provide coaching and guidance and the abilities to identify, assess and communicate on matters relating to occupational health, safety and organizational risk. The diploma further provides an introduction to approaches for working with various stakeholders, workplace diversity, human rights and working within an Indigenous context.

Upon graduation from the OH&S Management diploma, students will be prepared for roles in any industry; particularly the public sector and compliance services, business and insurance project management and construction, safety supervision, environmental industry, oil and gas and many more roles where advanced education in these areas is highly valued and in demand.

Admission Requirements for

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.)

Program Requirements – Occupational Health & Safety Management

The structure of the diploma program will entail the successful completion of 12 courses (thirty-nine credits) in Occupational Health & Safety Management. Students must achieve a minimum of 60% in all required courses and must receive a satisfactory employer report if they completed an internship placement or at least 75% in their capstone project in their last semester.

Term 1

- MGMT-5605 Human Resources Management
- PUBH-5131 Occupational Health and Safety Management I

- PUBH-5133 Workplace Wellness and Health Promotion
- Elective 1

Term 2

- LEGL-5504 Employment Law
- PUBH-5134 Occupational Health and Safety Management II
- PUBH-5135 Occupational Health and Safety Regulations
- Elective 2

Term 3

- MGMT-5634 Industrial Relations
- PUBH-5107 Health Care Quality & Project Management
- PUBH-5136 Organizational Risk Management

Term 4

- PUBH-5991 Internship

OR

- PUBH-5802 Capstone Project

ELECTIVES (Students take two):

- PUBH-5106 Epidemiology
- PUBH-5117 Health Care Emergency Preparedness
- PUBH-5121 Health Risk Assessment
- PUBH-5137 Occupational Toxicology
- PUBH-5138 Physical Agents and Health
- ANTH-5103 Epidemics and People: Biology and Culture
- ENVI-5139 Occupational Hygiene Theory
- NUTR-5501 Nutrition in Public Health Management
- NRSG-5107 / MIKM-5107 Indigenous Health

Bachelor of Education (12 Months)

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 12-months** in duration (including the teaching internship). Classes commence each spring.

** The 16 month program previously offered (Program discontinued, as of 2023), has been adapted into a 12 month format. Please contact the School of Education and Health for further information.

Admission Requirements for Bachelor of Education

Bachelor of Education Degree and Course Requirements for Program Acceptance (2023)

Admission requirements for this program include:

- Completion of an undergraduate degree (minimum of a 90-credit degree) from a recognized university and submission of transcripts from all post-secondary institutions
- Minimum 70% average within the last 60 credits and minimum 65% overall*
- Submission of an essay (maximum 500 words) indicating applicant's philosophy of teaching, vision of education, and reasons for wishing to enter this profession

- Submission of a resume detailing previous work and volunteer experience. Experience working with school aged children/youth is an asset (coaching, tutoring, etc.).

- An academic and non-academic reference form to be sent directly from the referee to bed@cbu.ca. Select a non-academic reference that can speak strongly to leadership, communication and decision-making skills. References from friends or family are not suitable.

- Applications will be screened during the admissions process and selected applicants will move forward to an interview

*Please note: The Bachelor of Education admission committee appreciates that because of extenuating circumstances, some applicants may not meet the academic average requirement. Additionally, we recognize that not all applicants will have access to the same opportunities to work/volunteer with school aged individuals. We invite applicants to include additional information on any such circumstances with their application for the admission committee's consideration.

Candidates must also possess the following academic prerequisites, as determined by the Office of Nova Scotia Teacher Certification:

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 Criteria

Grade average in most recent 60 credits	40 pts
References	10 pts
Essay	20 pts
Resume	10 pts
Interview	20 pts

Program Requirements – 16-Month Format (Program discontinued, as of 2023)

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)

EDUC-4161 Inclusive Education I (3 credits)

EDUC-4107 Assessment of and For Learning (3 credits)

EDUC-4164 Curriculum and Instruction of Elementary English Language Arts I (3 credits)

EDUC-4123 Foundations of School Health Education and Wellness (3 credits)

EDUC-4124 Curriculum and Instruction of Early Numeracy and Pedagogy (P-3) (3 credits)

EDUC-4118 Principles and Practice of Elementary Education (3 credits)

Fall Year 1 – 15 Credits (All Core)

EDUC-4163 Inclusive Education II (3 credits)

EDUC-4125 Curriculum and Instruction of Upper Elementary Numeracy and Pedagogy (4-6) (3 credits)

EDUC-4165 Curriculum and Instruction of Elementary English Language Arts II (3 credits)

EDUC-4113 Curriculum and Instruction of Elementary Science (3 credits)

EDUC-4119 Teaching and Learning in the Complex Classroom (3 credits)

EDUC-0401 Pre-Practicum Professionalism Series (Non-Credit, Mandatory Component)

Winter Year 1 – 12 Credits (All Core)

EDUC-4891 Practicum Seminar I (1 credit)

EDUC-4893 Practicum Seminar II (1 credit)

EDUC-4894 Practicum Seminar III (1 credit)

EDUC-4895 Elementary Practicum I (3 credits)

EDUC-4896 Elementary Practicum II (3 credits)

EDUC-4897 Elementary Practicum III (3 credits)

Spring/Summer Year 2 – 15 Credits

Core:

EDUC-4109 Perspectives on Schooling (3 credits)

EDUC-4115 Teaching an Integrated Social Studies Curriculum (3 credits)

EDUC-4167 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:

EDUC-4133 Teaching English as an Additional Language (3 credits)

EDUC-4136 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:

EDUC-4114 Teaching and Learning for a Sustainable Future (3 credits)

EDUC-4104 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:

EDUC-4161 Inclusive Education I (3 credits)

EDUC-4107 Assessment of and For Learning (3 credits)

EDUC-4128 Principles and Practice of Secondary Education (3 credits)

Plus 3 credits in Education Electives from:

EDUC-4216 Adult Education (3 credits)

EDUC-4213 Teaching Mathematics in Middle School (3 credits)

EDUC-4215 Learning Through Drama (3 credits)

Plus Choice of Two Methodology Courses Based on Teachables (6 credits total)

EDUC-4138 Technology Education I (3 credits)

EDUC-4141 Science at the Secondary Level I (3 credits)

EDUC-4144 Social Studies at the Secondary Level I (3 credits)

EDUC-4146 French Second Language at the Secondary Level I (3 credits)

EDUC-4148 Fine Arts at the Secondary Level I (3 credits)

EDUC-4151 English Language Arts at the Secondary Level I (3 credits)

EDUC-4154 Mathematics at the Secondary Level I (3 credits)

EDUC-4156 Mi'kmaw Language at the Secondary Level I (3 credits)

Fall Year 1 – 15 Credits

Core:

EDUC-4163 Inclusive Education II (3 credits)

EDUC-4119 Teaching and Learning in the Complex Classroom (3 credits)

EDUC-0401 Pre-Practicum Professionalism Series (Non-Credit, Mandatory Component)

Plus 3 credits in Education Electives from either:

EDUC-4123 Foundations of School Health Education and Wellness (3 credits)

EDUC-4108 Leveraging Technology for Learning (3 credits)

Plus Choice of Two Methodology Courses Based on Teachables (6 credits total)

EDUC-4139 Technology Education II (3 credits)

EDUC-4143 Science at the Secondary Level II (3 credits)

EDUC-4145 Social Studies at the Secondary Level II (3 credits)

EDUC-4147 French Second Language at the Secondary Level II (3 credits)

EDUC-4149 Fine Arts at the Secondary Level II (3 credits)

EDUC-4153 English Language Arts at the Secondary Level II (3 credits)

EDUC-4155 Mathematics at the Secondary Level II (3 credits)

EDUC-4157 Mi'kmaw Language at the Secondary Level II II (3 credits)

Winter Year 1 – 12 Credits (All Core)

EDUC-4891 Practicum Seminar I (1 credit)

EDUC-4893 Practicum Seminar II (1 credit)

EDUC-4894 Practicum Seminar III (1 credit)

EDUC-4991 Secondary Practicum I (3 credits)

EDUC-4993 Secondary Practicum II (3 credits)

EDUC-4994 Secondary Practicum III (3 credits)

Spring/Summer Year 2 – 15 Credits

Core:

EDUC-4109 Perspectives on Schooling (3 credits)

EDUC-4121 Literacy Across the Curriculum (3 credits)

EDUC-4217 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:

EDUC-4133 Teaching English as an Additional Language (3 credits)

EDUC-4136 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:

EDUC-4114 Teaching and Learning for a Sustainable Future (3 credits)

EDUC-4104 Sustainable Well-Being and Deep Learning (3 credits)

*Additional electives may be offered depending on faculty availability

Program Requirements – 12-Month Format

Bachelor of Education

(updated December 12, 2023)

Program Requirements

The pass mark in all Bachelor of Education courses is 60. Bachelor of Education students may only proceed to the next term of the program 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:

*courses that continue across terms

Spring–9 Credits (All Core) and 48 hours of practicum

EDUC-4161 Inclusive Education I (3 credits)

EDUC-4109 Perspectives on Schooling (3 credits)

EDUC-4118 Principles and Practice of Elementary Education (3 credits)

EDUC-4891 Practicum Seminar I (1 credit)

EDUC-4895 Elementary Practicum I (3 credits)

Summer –9 Credits (All Core) and 48 hours of practicum

EDUC-4163 Inclusive Education II (3 credits)

EDUC-4119 Teaching and Learning in the Complex Classroom (3 credits)

EDUC-4167 Integration of Curriculum at the Elementary Level (3 credits)

EDUC-4891 Practicum Seminar I (1 credit)

EDUC-4895 Elementary Practicum I (3 credits)

Fall A – 9 Credits (All Core) and 80 hours of practicum

EDUC-4124 Curriculum and Instruction of Early Elementary Mathematics (3 credits)

EDUC-4107 Assessment of and For Learning (3 credits)

EDUC-4164 Curriculum and Instruction of Elementary English Language Arts I (3 credits)

EDUC-4891 Practicum Seminar I (1 credit)

EDUC-4895 Elementary Practicum I (3 credits)

Fall B – 6 Credits (All Core) and 48 hours of practicum

EDUC-4125 Curriculum and Instruction of Upper Elementary Mathematics (3 credits)

EDUC-4165 Curriculum and Instruction of Elementary English Language Arts II (3 credits)

EDUC-0401 Professionalism Series (Non-Credit, Mandatory Component)

EDUC-4891 Practicum Seminar I (1 credit)

EDUC-4895 Elementary Practicum I (3 credits)

Fall C – Practicum Block (Core) 200 hours

EDUC-4893 Practicum Seminar II (1 credit)

EDUC-4896 Elementary Practicum II (3 credits)

Winter A – 6 Credits Core and 48 hours of practicum

Core:

EDUC-4115 Teaching an Integrated Social Studies Curriculum (3 credits)

EDUC-4113 Curriculum and Instruction of Elementary Science (3 credits)

EDUC-4893 Practicum Seminar II (1 credit)

EDUC-4896 Elementary Practicum II (3 credits

Plus 3 credits in Education Electives from either:

EDUC-4171 Teaching Elementary Visual Art (3 credits)

EDUC-4108 Leveraging Technology for Learning (3 credits)

Winter B – Practicum Block (Core) 200 hours

EDUC-4894 Practicum Seminar III (1 credit)

EDUC-4897 Elementary Practicum III (3 credits)

Spring – 6 Credits and 48 hours of practicum

6 credits in Education Electives from:

EDUC-4123 Foundations of School Health Education and Wellness (3 credits)

EDUC-4213 Teaching Mathematics in Middle School (3 credits)

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:

EDUC-4133 Teaching English Language Learners (3 credits)

EDUC-4136 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:

EDUC-4114 Teaching and Learning for a Sustainable Future (3 credits)

EDUC-4104 Sustainable Well-Being and Deep Learning (3 credits)

*Additional electives may be offered depending on faculty availability

Plus:

EDUC-4894 Practicum Seminar III (1 credit)

EDUC-4897 Elementary Practicum III (3 credits)

SECONDARY STREAM:

*courses that continue across terms

Spring–9 Credits (All Core) and 48 hours of practicum

EDUC-4161 Inclusive Education I (3 credits)

EDUC-4109 Perspectives on Schooling (3 credits)

EDUC-4128 Principles and Practice of Secondary Education (3 credits)

EDUC-4891 Practicum Seminar I (1 credit)

EDUC-4991 Secondary Practicum I (3 credits)

Summer–9 Credits (All Core) and 48 hours of practicum

EDUC-4163 Inclusive Education II (3 credits)

EDUC-4119 Teaching and Learning in the Complex Classroom (3 credits)

EDUC-4107 Assessment of and For Learning (3 credits)

EDUC-4891 Practicum Seminar I (1 credit)

EDUC-4991 Secondary Practicum I (3 credits)

Fall A – 9 Credits and 80 hours of practicum

Choice of Two Methodology Courses Based on Teachables (6 credits total)

EDUC-4138 Technology Education I (3 credits)

EDUC-4141 Science at the Secondary Level I (3 credits)

EDUC-4144 Social Studies at the Secondary Level I (3 credits)

EDUC-4146 French Second Language at the Secondary Level I (3 credits)

EDUC-4148 Fine Arts at the Secondary Level I (3 credits)

EDUC-4151 English Language Arts at the Secondary Level I (3 credits)

EDUC-4154 Mathematics at the Secondary Level I (3 credits)

EDUC-4156 Mi'kmaw Language at the Secondary Level I (3 credits)

EDUC-4168 Family Studies at the Secondary Level I (3 credits)

Plus 3 credits in Education Electives from either:

EDUC-4215 Learning Through Drama (3 credits)

EDUC-4216 Adult Education (3 credits)

Plus:

EDUC-4891 Practicum Seminar I (1 credit)

EDUC-4991 Secondary Practicum I (3 credits)

Fall B – 6 Credits and 48 hours of practicum

Core:

EDUC-4121 Literacy Across the Curriculum (3 credits)

EDUC-4217 The Adolescent Learner (3 credits)

EDUC-4891 Practicum Seminar I (1 credit)

EDUC-4991 Secondary Practicum I (3 credits)

EDUC-0401 Professionalism Series (Non-Credit, Mandatory Component)

Fall C – Practicum Block (Core) 200 hours

EDUC-4893 Practicum Seminar II (1 credit)

EDUC-4993 Secondary Practicum II (3 credits)

Winter A – 9 Credits and 48 hours of practicum

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 (3 credits)

EDUC4174 Family Studies at the Secondary Level II (3 credits)

Plus 3 credits in Education Electives from either:

EDUC4108 Leveraging Technology for Learning (3 credits)

EDUC4216 Adult Education (3 credits)

Plus:

EDUC4893 Practicum Seminar II (1 credit)

EDUC4993 Secondary Practicum II (3 credits)

Winter B – Practicum Block (Core) 200 hours

EDUC4894 Practicum Seminar III (1 credit)

EDUC4994 Secondary Practicum III (3 credits)

Spring – 6 Credits and 48 hours of practicum

6 credits in Education Electives from:

EDUC4123 Foundations of School Health Education and Wellness (3 credits)

EDUC4213 Teaching Mathematics in Middle School (3 credits)

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 Language Learners (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

Plus:

EDUC4894 Practicum Seminar III (1 credit)

EDUC4897 Elementary Practicum III (3 credits)

Program Requirements – 8-Month Format, Online (Inactive pending Maritime Province Higher Education Commission approval)

**See below for January 2025 8-Month Bachelor of Education

Program date: January 2025 – August 2025

Admission Requirements

For Elementary Education, you MUST have each of the following:

- Completion of an undergraduate degree (minimum of 90-credits)
- Minimum 70% average within the last 60 credits and minimum 65% overall
- 6 credits in English courses
- 6 credits in Math (or Math equivalent) coursework
- 6 credits in Science related coursework
- 6 credits in Social Studies related coursework
- 3 credits in developmental psychology
- 3 credits in Critical Study Coursework

For Secondary Education, you MUST have each of the following:

- Completion of an undergraduate degree (minimum of 90-credits)
- Minimum 70% average within the last 60 credits and minimum 65% overall
- Concentrations in teachable content areas
- First teachable subject: at least 30 credit hours in a single discipline
- Second teachable subject: at least 18 credit hours in a single discipline

***Applicants must also have 2 years experience working in a Canadian school system as either a permit teacher or assisting/supporting the delivery of the curriculum in P-12 classrooms.**

**** All practicums must be completed in a Nova Scotia school.**

Delivery Type: Online and asynchronous

Program Overview

If your dream is having the opportunity to positively impact young lives and influence growing minds through education, the Bachelor of Education program at CBU will help you fulfil your true calling. In only 8-months, beginning each January, the 60-credit Bachelor of Education (B.Ed.) program equips aspiring teachers with the critical skills, knowledge and experiences they need to become professional educators.

Applicants may apply to either the Elementary Education or Secondary Education stream, with each stream providing opportunities to apply relevant curriculum, instructional theory and methods for a career in education. In addition to its focus on Education for Sustainability and Indigenous education, the program includes other unique opportunities, such as a service-learning project and a professionalism workshop series.

During the program, students receive hands-on teaching experiences through 720 hours of practicum. Graduates of the program are eligible to apply for a Nova Scotia teaching license, along with licensing and employment for any other province, territory or international opportunity they choose to pursue.

This is an accelerated program and because of this will be restricting admissions to those with a minimum of two years working in school systems in addition to meeting the usual admission requirements.

Major Requirements

Optional Concentrations Available: L'nu/Indigenous Education and Education for Sustainability

Program Requirement/Regulations: See document.

Electives

Students who are enrolled in this program can take between 9 (Elementary) and 12 (Secondary) credits of electives.

Certificate Regulations: See Teacher Certification.

Additional Information related to the Program Delivery

Only those with a minimum of 2 years working in school systems are eligible to enroll in the 8-month online B.Ed. program.

Program Requirements

The pass mark in all Bachelor of Education courses is 60. Bachelor of Education students may only proceed to the next term of the program 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:

*courses that continue across terms

Terms 1 – Courses and 184 hours of practicum (January 6 – February 14)

EDUC4161 Inclusive Education I (3 credits)

EDUC4109 Perspectives on Schooling (3 credits)

EDUC4118 Principles and Practice of Elementary Education (3 credits)

EDUC4891 Practicum Seminar I (1 credit)

EDUC4895 Elementary Practicum I (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Term 2 – Courses and 144 hours of practicum (February 17 – March 28)

EDUC4124 Curriculum and Instruction of Early Elementary Mathematics (3 credits)

EDUC4107 Assessment of and For Learning (3 credits)

EDUC4164 Curriculum and Instruction of Elementary English Language Arts I (3 credits)

EDUC4891 Practicum Seminar I (1 credit)
EDUC4893 Practicum Seminar II (3 credits)

EDUC4895 Elementary Practicum I (3 credits)
EDUC4896 Elementary Practicum II (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Term 3 – Courses and 168 hours of practicum (March 31 – May 9)

EDUC4163 Inclusive Education II (3 credits)

EDUC4125 Curriculum and Instruction of Upper Elementary Mathematics (3 credits)

EDUC4165 Curriculum and Instruction of Elementary English Language Arts II (3 credits)

EDUC4119 Teaching and Learning in the Complex Classroom (3 credits)

EDUC4893 Practicum Seminar II (1 credit)

EDUC4896 Elementary Practicum II (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Term 4 – Courses and 244 hours of practicum (May 12 – June 20)

EDUC4894 Practicum Seminar III (1 credit)

EDUC4897 Elementary Practicum III (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

EDUC Elective (3 credits)
EDUC Elective (3 credits)

Term 5 – Courses (June 30-August 22)

Core:

EDUC4115 Teaching an Integrated Social Studies Curriculum (3 credits)

EDUC4167 Integration of Curriculum at the Elementary Level (3 credits)

EDUC4113 Curriculum and Instruction of Elementary Science (3 credits)

EDUC Elective (3 credits)

Electives include:

EDUC4171 Teaching Elementary Visual Art (3 credits)

EDUC4123 Foundations of School Health Education and Wellness (3 credits)

EDUC4213 Teaching Mathematics in Middle School (3 credits)

EDUC4108 Leveraging Technology for Learning (3 credits)

Or from choosing part or all of a concentration: For concentration choose 6 credits in 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 Language Learners (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

Plus:

EDUC4894 Practicum Seminar III (1 credit)

EDUC4897 Elementary Practicum III (3 credits)

SECONDARY STREAM:

Term 1 – Courses and 184 hours of practicum (January 6 – February 14)

EDUC4161 Inclusive Education I (3 credits)

EDUC4109 Perspectives on Schooling (3 credits)

EDUC4128 Principles and Practice of Secondary Education (3 credits)

EDUC4891 Practicum Seminar I (1 credit)

EDUC4991 Secondary Practicum I (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Term 2 – Courses + Choice of Two Methodology Courses Based on Teachables (6 credits) and 144 hours of practicum (February 17- March 28)

EDUC4107 Assessment of and For Learning (3 credits)

EDUC4891 Practicum Seminar I (1 credit)

EDUC4991 Secondary Practicum I (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

EDUC4893 Practicum Seminar II (1 credit)

EDUC4993 Secondary Practicum II (3 credits)

Methodology Courses:

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)

EDUC4168 Family Studies at the Secondary Level I (3 credits)

Term 3 – Courses and 168 hours of practicum (March 31 – May 9)

EDUC4163 Inclusive Education II (3 credits)

EDUC4119 Teaching and Learning in the Complex Classroom (3 credits)

EDUC4891 Practicum Seminar I (1 credit)

EDUC4991 Secondary Practicum I (3 credits)

EDUC4893 Practicum Seminar II (1 credit)

EDUC4993 Secondary Practicum II (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

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 (3 credits)

EDUC4174 Family Studies at the Secondary Level II (3 credits)

Term 4 – Courses and 224 hours of practicum (May 12 – June 30)

EDUC4119 Teaching and Learning in a Complex Class (3 credits)

EDUC4894 Secondary Practicum III (1 credits)

EDUC4994 Secondary Practicum III (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

And 2 EDUC Electives (6 credits total)

Education Electives (other teachable subjects may also be supported)

EDUC4215 Learning Through Drama (3 credits)
EDUC4216 Adult Education (3 credits)
EDUC4108 Leveraging Technology for Learning (3 credits)
EDUC4213 Teaching Mathematics in Middle School (3 credits)
EDUC4123 Found of School Health Education and Wellness (3 credits)

Or from choosing part or all of a concentration:

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 Language Learners (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

Plus:

EDUC4894 Practicum Seminar III (1 credit)

EDUC4897 Elementary Practicum III (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Program Requirements – 8-Month Format, Online (Originally offered as an approved pilot program)

Program date: January 2024 – August 2024

Program Requirements

The pass mark in all Bachelor of Education courses is 60. Bachelor of Education students may only proceed to the next term of the program 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:

*courses that continue across terms

Winter A –9 Credits (All Core) and 96 hours of practicum

EDUC4161 Inclusive Education I (3 credits)

EDUC4109 Perspectives on Schooling (3 credits)

EDUC4118 Principles and Practice of Elementary Education (3 credits)

EDUC4891 Practicum Seminar I (1 credit)

EDUC4895 Elementary Practicum I (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Winter B –9 Credits (All Core) and 96 hours of practicum

EDUC4124 Curriculum and Instruction of Early Elementary Mathematics (3 credits)

EDUC4107 Assessment of and For Learning (3 credits)

EDUC4164 Curriculum and Instruction of Elementary English Language Arts I (3 credits)

EDUC4891 Practicum Seminar I (1 credit)

EDUC4895 Elementary Practicum I (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Spring A – 12 Credits (All Core) and 96 hours of practicum

EDUC4163 Inclusive Education II (3 credits)

EDUC4125 Curriculum and Instruction of Upper Elementary Mathematics (3 credits)

EDUC4165 Curriculum and Instruction of Elementary English Language Arts II (3 credits)

EDUC4119 Teaching and Learning in the Complex Classroom (3 credits)

EDUC4891 Practicum Seminar I (1 credit)

EDUC4895 Elementary Practicum I (3 credits)

EDUC4893 Practicum Seminar II (1 credit)

EDUC4896 Elementary Practicum II (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Spring B – Practicum Block (Core) 320 hours

EDUC4893 Practicum Seminar II (1 credit)

EDUC4896 Elementary Practicum II (3 credits)

EDUC4894 Practicum Seminar III (1 credit)

EDUC4897 Elementary Practicum III (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Summer A – 9 Credits (All Core) and 64 hours of practicum

Core:

EDUC4115 Teaching an Integrated Social Studies Curriculum (3 credits)

EDUC4167 Integration of Curriculum at the Elementary Level (3 credits)

EDUC4113 Curriculum and Instruction of Elementary Science (3 credits)

EDUC4894 Practicum Seminar III (1 credit)

EDUC4897 Elementary Practicum III (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Summer B – 9 Credits and 64 hours of practicum

9 credits in Education Electives from:

EDUC4171 Teaching Elementary Visual Art (3 credits)

EDUC4123 Foundations of School Health Education and Wellness (3 credits)

EDUC4213 Teaching Mathematics in Middle School (3 credits)

EDUC4108 Leveraging Technology for Learning (3 credits)

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 Language Learners (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

Plus:

EDUC4894 Practicum Seminar III (1 credit)

EDUC4897 Elementary Practicum III (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

SECONDARY STREAM:

*courses that continue across terms

Winter A –9 Credits (All Core) and 96 hours of practicum

EDUC4161 Inclusive Education I (3 credits)

EDUC4109 Perspectives on Schooling (3 credits)

EDUC4128 Principles and Practice of Secondary Education (3 credits)

EDUC4891 Practicum Seminar I (1 credit)

EDUC4991 Secondary Practicum I (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Winter B –9 Credits (All Core) and 96 hours of practicum

EDUC4107 Assessment of and For Learning (3 credits)

EDUC4891 Practicum Seminar I (1 credit)

EDUC4991 Secondary Practicum I (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

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)

EDUC4168 Family Studies at the Secondary Level I (3 credits)

Spring A – 12 Credits (All Core) and 96 hours of practicum

EDUC4163 Inclusive Education II (3 credits)

EDUC4119 Teaching and Learning in the Complex Classroom (3 credits)

EDUC4891 Practicum Seminar I (1 credit)

EDUC4991 Secondary Practicum I (3 credits)

EDUC4893 Practicum Seminar II (1 credit)

EDUC4993 Secondary Practicum II (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

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 (3 credits)

EDUC4174 Family Studies at the Secondary Level II (3 credits)

Spring B – Practicum Block (Core) 320 hours

EDUC4893 Practicum Seminar II (1 credit)

EDUC4993 Secondary Practicum II (3 credits)

EDUC4894 Practicum Seminar III (1 credit)

EDUC4994 Secondary Practicum III (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Summer A – 9 Credits and 64 hours of practicum

Core:

EDUC4121 Literacy Across the Curriculum (3 credits)

EDUC4217 The Adolescent Learner (3 credits)

EDUC4894 Practicum Seminar III (1 credit)

EDUC4994 Secondary Practicum III (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Plus 3 credits in Education Electives from either:

EDUC4215 Learning Through Drama (3 credits)

EDUC4216 Adult Education (3 credits)

Summer B – 9 Credits and 64 hours of practicum

9 credits in Education Electives from:

EDUC4123 Foundations of School Health Education and Wellness (3 credits)

EDUC4213 Teaching Mathematics in Middle School (3 credits)

EDUC4108 Leveraging Technology for Learning (3 credits)

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 Language Learners (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

Plus:

EDUC4894 Practicum Seminar III (1 credit)

EDUC4897 Elementary Practicum III (3 credits)

EDUC0401 Professionalism Series (Non-Credit, Mandatory Component)

Bachelor of Emergency Management (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.

Admission Requirements

(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.

Program Requirements

Bachelor of 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. (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

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.

Admission Requirements

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

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.

Program Requirements

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

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

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 120 Credit degree 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.

Admission Requirements for 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 120 credit program.

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

Program Requirements for Bachelor of Health Sciences (Public Health)

Four-Year Program (120 credits)

Year One (Fall/Winter)

CHEM1101 or CHEM1104 General Chemistry

MATH1107 Math I

PUBH1101 Cell Processes and Environmental Effects
PUBH1104 Physical Agents & Their Health Effects

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

PUBH2101 Municipal Services

PUBH4101 Health Risk Assessment

PUBH4106 Public Health Education

NUTR1101 Community Nutrition

Free Electives x 2 (6 credits total)

The 120 credit 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

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)

Note: Final Intake for this program is Spring 2024.

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)

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 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)

SECTION VII

SCHOOL OF NURSING (SON)

Dean: Dr. Kimberley Lamarche, School of Nursing

Message from the Dean:

Commitment to Health:

Cape Breton University is committed to championing the Island's prosperity by bolstering the overall health and development of Cape Breton Island. The School of Nursing is at the heart of this commitment, helping to meet the evolving needs of the healthcare system in Cape Breton and across the Province of Nova Scotia through innovative research and teaching.

CBU's connection with the Eastern Zone of Nova Scotia Health creates diverse practice-learning opportunities for students specifically in rural, urban and Indigenous health specialties.

School of Nursing Credential & Regulation Information

Bachelor of Science, Nursing *(120 Credits, **Advanced Standing 72 Credits, LPN Pathway 84 Credits)*

Bachelor of Science Nursing with Advanced Major

Certificates

Certificate in Skin & Wound Care

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 – Bachelor of Science Nursing (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 focused 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.

Admission Requirements for 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 Bachelor of Science Nursing (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 Bachelor of Science Nursing (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 Bachelor of Science Nursing (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 Bachelor of Science Nursing (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.

Program Curriculum Sequence for Bachelor of Science Nursing

2017 DIRECT ENTRY/ADVANCED PATHWAY CURRICULUM SEQUENCE

PROGRAM ENTRY POINTS:

1. Direct Entry Students – Term I & II

1. 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						

Progression Policy for Bachelor of Science Nursing

Policy Area: BScN Program	Category: Nursing Program Academic
Title of Policy: Progression Policy	Policy Number: 3
Effective Date: June 2016	Page Number: 2
Approved Date: June 2016	Policy Sponsor: Dean, SON
Revision Date: Aug 23, 2023	Approved By: Academic Committee SON

Policy Statement

This policy outlines the mandatory academic requirements to progress from one term to the next in the BScN Nursing Program and to outline the procedures to be followed when students do not meet the expectations. Students' academic requirements are based on the course grades recorded on their transcript.

Policy Implementation and Responsible Unit

The Academic Committee is a standing committee within the School of Nursing and is governed by the School of Nursing Bylaws. This committee consists of Faculty and Nursing Practice Educators elected by the Department along with the Department Chairs and School Dean as ex-officio committee members. The Dean as Chair of the Academic Committee is responsible for the operation of this policy.

Scope and Purpose

This Policy applies to all students in the Bachelor of Science in Nursing (BScN) program including Direct Entry, Advanced Standing, LPN to RN pathway, regardless of location of study (i.e. Sydney main campus or satellite site).

Introduction and Guiding Principles

The School of Nursing (SON) at Cape Breton University (CBU) requires students to adhere to the principles set forth in the Standards of Practice for Registered Nurses (NSCN, 2017) and the Code of Ethics for Registered Nurses (CNA, 2017) related to student professional nursing practice. It is the student's responsibility to read and understand all Standards of Practice or Code of Ethics applicable to their practicum context.

CBU's BScN program values baccalaureate preparation for professional nursing practice and fosters an awareness of

nursing-sensitive outcomes. Nursing scholarship is promoted to meet the demands of an increasingly complex health care system and the challenges for preparing nurses for their roles in the 21st century. Our mission is to prepare nursing students to achieve excellence in the provision of safe, competent, compassionate, and ethical care. We are committed to fostering a learner-centered environment that instills values of critical inquiry, reflective practice, and lifelong learning.

Academic progression elements are presented in MPHEC documents (2016, 2023), NSCN Program Approval (2019), and the Nova Scotia Nursing Education Review Consensus Document (2015, 2023).

The Nursing Practice Policy, is based on the following guiding principles:

1. Nursing Knowledge

1. Professional Ethical Standards, and

1. Reflective Practice

Bachelor of Science Nursing (BScN) Progression Requirements

General Principles

-Students are permitted to repeat any course (non-nursing, core nursing courses including clinical practice and electives) in the BScN program only once. A second failure in any course (whether the second failure occurs in a previously failed course,

or in a course taken for the first time in the program) will result in dismissal from the program for 1 year. Students are permitted to reapply to the program. Readmission to the program is not guaranteed and the applicant must demonstrate their preparation to return to studies.

-Students wishing to appeal a decision based on School or faculty regulations or decisions should follow the School of Nursing Appeal Procedure outlined in the Academic Calendar and.

-Supplemental exams will not be available in any nursing courses.

-Students who fail a theory or professional practice course will be required to repeat the course to a satisfactory standard prior to progressing in the BScN program.

-Once enrolled in the Nursing Program it is the students' continuing responsibility to inform the Dean of any criminal conviction or any significant personal circumstance which would adversely affect their ability to continue with their studies or which would make them ineligible for registration within Nova Scotia College of Nurses upon graduation.

-Students must pass any pre-requisite course in the BScN program in order to progress to the next course in the program.

-Final grades for electives and transfer credits will be included and calculated in the designated semester they appear on the degree audit/transcript.

-Final grades for In Community credits will be included and calculated in the semester they appear on the degree audit transcript

In each of the following five Acadia courses: Students must achieve a minimum grade of 65%	In each of the following five Acadia courses: Students must achieve a minimum grade of 50%
BIOL 2803 ENGL1100 level course BIOL 2053 MATH 1253 BIOL 2823	PSYC 1013 CHEM 1013 PHIL 1423 PSYC 1023 COMM 1013

Individual Course Standards Cape Breton University Site Term 1 and Term 2 (Direct Entry) Cape Breton University

CBU Main Campus Course Numbers and Progression Standard Term 1-2 Direct Entry BScN Program

Term One			Term Two		
Course No.	Description	Progression	Course No.	Description	Progression
BIOL2203	Human Anatomy	65% or >	BIOL2204	Nursing Physiology	65% or >
CHEM1104	General Chemistry I	50% or >	MICR2101	Microbiology	65% or >
PSYC1101 or PSYC1103	Intro to Psychology, Natural Science or Human Science	50% or >	PSYC1101 or PSYC1103	Intro to Psychology, Natural Science or Human Science	50% or >
ENGL1100	English 1104	65% or >	COMM1103	Interpersonal Communication	50% or >
PHIL1103	Critical Thinking	50% or >	MATH1109	Statistics	65% or >
Overall Term Average	65% or >		Overall Term Average	65% or >	

Term 3 to 8 (LPN Pathway, Advanced Standing and Direct Entry)

In each Nursing Course:	In Non-Nursing Courses:
Students must achieve a minimum grade of 65% in the combined mark from their midterm exam and their final exam. Students must achieve a minimum final grade of 65%	Students must achieve a minimum grade of 65% in select non-nursing courses as described in this policy for term 3 as: Microbiology (CBU MICRO 2101) Statistics (CBU MATH 1109) English (CBU any 1000 level English)

Individual Course Standards Acadia University Site Term 1 and Term 2 (Direct Entry) Acadia University

In each of the following five Acadia courses: Students must achieve a minimum grade of 65%	In each of the following five Acadia courses: Students must achieve a minimum grade of 50%
BIOL 2803 ENGL1100 level course BIOL 2053 MATH 1253 BIOL 2823	PSYC 1013 CHEM 1013 PHIL 1423 PSYC 1023 COMM 1013

Acadia Satellite Site Course Numbers and Progression Standard Term 1-2 Direct Entry BScN Program

Term One			Term Two		
Course No.	Description	Progression	Course No.	Description	Progressi
BIOL2803	Human Anatomy and Physiology I	65% or >	BIOL2823	Human Anatomy and Physiology II	65% or >
CHEM1013	Fundamental Chemistry I	50% or >	PSYC 1023	Introductory Psychology II	50% or >
BIOL 2053	Microbial Biodiversity	65% or >	ENG 1423	Writing & Reading Critically	65% or >
MATH 1253	Statistics 1	65% or >	COMM1013	Interpersonal Communication	50% or >
PSYC 1013	Introductory Psychology I	50% or >	PHIL 1423	Freedom, Mind & Knowledge	50 % or >
Overall Term Average	65% of >		Overall Term Average	65% or >	

Term 3 to 8 (LPN Pathway, Advanced Standing and Direct Entry)

In each Nursing Course:	In Non-Nursing Courses:
Students must achieve a minimum grade of 65% in the combined mark from their midterm exam and their final exam. Students must achieve a minimum final grade of 65%	Students must achieve a minimum grade of 65% in select non-nursing courses as described in this policy for term 3 as: Microbiology (ACADIA BIOL 2053) Statistics (ACADIA MATH 1253) English (ACADIA any 1000 level English)

General Standards

Progression: Within Nursing Courses

For Nursing specific courses (course codes starting with NRSG) in terms 3 through 8, additional criteria as outlined in individual syllabus:

Students must achieve a minimum grade of 65% in the combined mark from their midterm exam and their final exam. Students must achieve a minimum final grade of 65%.

Progression: Clinical Practice Integration Evaluation/Lab Components

Components of a professional practice course include practice, laboratory and/or simulated professional practice and written work. Professional practice courses such as labs are graded as:

Satisfactory (S) – Satisfactory performance in relation to the course goals. Unsatisfactory (U) – Unsatisfactory performance in any of the course goals Needs Development (ND)

Individual Term GPA Standards

Students must achieve an overall average of 65% in each term to progress to the next term. Failing to meet the overall GPA without course failure will result in a Failure to Progress perc code assignment.

Program Completion Standards

Progression to Completion Time. Students have 4 years to complete the program if they enter as an Advanced Standing or LPN-BScN student and they have 5 years to complete the program if they enter as a Direct Entry student.

Failure to Meet Progression Requirements

Students who fail to meet the progression requirements outlined will be designated as an FTP1, FTP2, or FTP3.

Failure to Progress

- BScN students who fail to obtain a grade of 50% in select non-nursing courses as outlined.

- BScN students who fail to obtain a grade of 65% in any nursing course as outlined.

- BScN students who fail to achieve an overall average of 65% in all courses.

Failure to Progress 1

A student who fails to achieve an individual course or term standards, in any one term, is designated as a Failure to Progress 1. This could include receiving an individual course grade of less than the standard, a grade of fail on pass/fail courses, a failing clinical evaluation, or failing to achieve an overage of 65% in the term.

BSCN students who are placed on FTP1 status will be permitted to repeat the course the next time it is offered in the timetable. This student will no longer be in good academic standing and will be on academic consultation. If the student subsequently passes the course and meets the other progression requirements, the student will be permitted to enroll in the subsequent term.

Failure to Progress 2

A student who fails to achieve for the second time an individual course or term standards, in any one term or throughout the program, is designated as a Failure to Progress 2. This could include receiving an individual course grade of less than the standard, a grade of fail on pass/fail courses, a failing clinical evaluation, or failing to achieve an overage of 65% in the term.

Students are permitted to repeat any course (including non-nursing courses, core nursing courses including nursing practice and electives) in the BScN program only once. A second failure in any course (including non-nursing courses, core nursing courses including nursing practice and electives)

in the program will result in dismissal from the program for 1 year. Students are permitted to re-apply to the program. Readmission to the program is not guaranteed and the applicant must demonstrate their preparation to return to studies. If a student is readmitted, subsequent failure in any course (including non-nursing courses, core nursing courses including nursing practice and electives) will result in dismissal from the program. Students who have been dismissed twice will not be allowed to reapply for admission.

Failure to Progress 3

Following re-admission to the BScN program following 2 course failures/progression standard failures a student who fails to achieve for the third time in an individual course or term standards, in any one term is designated as a Failure to Progress 3.

A student who fails to achieve for the third time in an individual course or term standards, in any one term is designated as a Failure to Progress 3.

This could include receiving an individual course grade of less than the standard, a grade of fail on pass/fail courses, a failing clinical evaluation, or failing to achieve an overage of 65% in the term or program.

This subsequent failure in any course (including non-nursing courses, core nursing courses including nursing practice and electives) will result in permanent dismissal from the program.

References

Canadian Nurses Association. (2017). Code of ethics for registered nurses. https://hl-prod-ca-oc- download.s3-ca-central-1.amazonaws.com/CNA/2f975e7e-4a40-45ca-863c-5ebf0a138d5e/UploadedImages/documents/Code_of_Ethics_2017_Edition_Secure_Interactive. pdf

Cape Breton University (2023) CBU Nursing Student Handbook.

Nova Scotia College of Nurses (Rev. 2019). Standards of practice for registered nurses 2017. https://cdn1.nscn.ca/sites/default/files/documents/resources/RN%20Standards%20of%20Practice.pdf

Nova Scotia College of Nurses. (2020). Entry level competencies for the practice of registered nurses. https://www.nscn.ca/sites/default/files/documents/resources/EntryLevelCompetenciesRN.pdf

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 Bachelor of Science Nursing (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.

Admission Requirements for 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.

SECTION VIII

SCHOOL OF SCIENCE AND TECHNOLOGY (SST)

Dean: Dr. Stephanie MacQuarrie, School of Science & Technology

Message from the Dean:

Driven by Innovation

The School of Science and Technology (SST) is home to a wide selection of courses focused on science, engineering and technology. Through well-established programs like the Bachelor of Science, complemented by emerging programs, like our new Bachelor of Arts and Science in Environment, SST provides a firm foundation for students interested in these diverse and exciting fields. Students in SST programs get to explore their interests and curiosities, while gaining critical knowledge, training and skills to secure a rewarding career. Through a combination of academics, hands-on learning and real life experience, SST graduates are both versatile and in demand. Limited enrolment and small class sizes allow students to get research experience during their degree, collaborate closely with our Science faculty and get the individualized attention needed for success. Students gain relevant work experience through CBU's Co-op Placements, providing a competitive advantage when entering the job market after graduation.

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.

Stephanie MacQuarrie, PhD – Dean

School of Science and Technology Credential & Regulation Information

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 Honours *(120 Credits)*

- **Options:** Biology, Chemistry, Math, & Psychology.

Bachelor of Science Major *(120 Credits)*

- **Options:** Biology, Chemistry, Math, & Psychology.

Bachelor of Science Double Major *(120 Credits)*

- **Options:** Biology, Chemistry, Math, & Psychology.

Bachelor of Science *(90 Credits)*

- **Areas of Study/Concentration:** Biology, Chemistry, Math, & Psychology.

****Bachelor of Technology** (Nautical Sciences) (**Offered only at Canadian Coast Guard College)

Bachelor of Engineering Technology (*Credit Completion depending on the pathway, advanced standing, articulation agreement, etc.)*.

- 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

Bachelor of Engineering *(BEng Two Year Transfer, 72 Credits)*

- **Options:** Chemical, Environmental, Electrical, Civil, Mechanical, Industrial, Mineral Resources.

Bachelor of Science Community Studies *(BASE, Honours/ Major 120 Credits)* (Interdisciplinary Credential)

- **Concentrations in**: Biodiversity, Integrative Science, &

Psychology, Health and Environment.

Bachelor of Science in Human Nutrition (Transfer)
Engineering Technology Diploma

- Petroleum Engineering Technology (Petroleum) *(72 Credits)*
- Electrical Engineer Technology (Instrumentation and Controls) *(72 Credits)*

- Engineering Technology Diploma in (co-op and non-co-op options)
- Mechanical Engineering Technology

Certificates
***Industrial Chemistry (Inactive)*

**Petroleum Operations (Inactive)
**Liquified Natural Gas (LNG) Operations (Inactive)

Quantitative and Qualitive Psychology (May be earned as part of 4-year Major in Psychology (BA,BACS.BSc)

Additional Information: 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.

Departmental Contact Information

Chair, Chantelle Cormier: Responsible for Biology

Chair, Martin Mkandawire, Responsible for Chemistry

Chair, Dr. Scott Rodney: Responsible for Geology, Math and Physics.

Chair Melissa Dean: Bachelor of Engineering Technology

Chair, Erin Robertson, PhD: Responsible for Psychology

Chair, Helen Xia: Responsible for B.Eng

Chair, Bill Robinson, Responsible for Letter or Permissions (LOPs) and Prior Learning & Recognition (PLAs)

Kim Martin, Executive Assistant to the Dean · School of Science and Technology, kim_martin@cbu.ca

Cleo Niedzielski, School of Science & Technology, Assistant

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 Bachelor of Science (BSc.) in Human Nutrition, in a total of 120 credit, 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).

Admission Requirements for 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

Program Requirements for 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 program. 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.

Bachelor of Science

90 credit and 120 credit degrees are available in Biology, Chemistry, Mathematics and Psychology. There are four different categories of BSc programs: the 90 credit general program, the 120 credit major program, the 120 credit 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 Bachelor of Science (BSc.) program.

Students may choose to enter any of the Bachelor of Science (BSc.) program options when they begin their Bachelor of Science (BSc.). Those who begin in the 90 credit program may change to a 120 credit program at a later date, if they meet program requirements for average and grades. Students who begin in a 120 credit 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.

Admission Requirements for 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.

Note: Grade 12 Academic Chemistry is highly recommended for students considering specialty/major in the Biology or Chemistry program.

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

Biology

A 90 credit 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 BIOL with 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 120 credit 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 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 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 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 120 credit 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 120 credit 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 120 credit Bachelor of Science (BSc.) degree with honours have been met.

A 90 credit 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, CHEM 2301, CHEM2303, CHEM2403, CHEM2501
- 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 120 credit 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, CHEM 2301, 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 120 credit 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, CHEM 2301, 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 120 credit 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 - 12 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 120 credit 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, CHEM2501, 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 120 credit Bachelor of Science (BSc.) degree with honours have been met.

List of Writing Electives approved for use in the Core Bachelor of Science (BSc.) Chemistry (all options).

List of School of Arts and Social Sciences (SASS) Writing Electives for Bachelor of Science (B.Sc.) (Chemistry) students

This list includes 1000 and 2000 level School of Arts and Social

Sciences (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 Bachelor of Science (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 Bachelor of Science (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 Bachelor of Science (B.Sc.) (Chemistry) students

This list includes 1000 and 2000 level School of Arts and Social Sciences (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 Bachelor of Science (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

Bachelor of Science – 90 Credit

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 – 120 Credit 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 – 120 Credit 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 – 120 Credit 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, 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 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 90 credit 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 Bachelor of Science (BSc.) Mathematics (all options).

List of School of Arts and Social Sciences (SASS) Writing Electives for Bachelor of Science (B.Sc.) (Math) students

This list includes 1000 and 2000 level School of Arts and Social Sciences (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 School of Arts and Social Sciences (SASS) courses are also suitable but not listed given that few Bachelor of Science (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 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

1. 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
- 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.

Psychology

A 90 credit 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 120 credit 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 120 credit 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 MAT H1216.

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, PSYC32 11 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 120 credit 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 MAT H1216.

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, PSYC31 01, 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 120 credit Bachelor of Science (BSc.) degree with honours have been met.

Standard for Proficiency in Computing

A student may satisfy the requirement for computer proficiency in the Bachelor of Science (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.

Bachelor of Science Community Studies

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

The 120 credit Bachelor of Science Community Studies (BScCS) program requires the successful completion of 20 courses including eight core curriculum courses (48 credits), seven area of concentration courses (42 credits), and five elective courses (30 credits). Students must also complete two work placements (voluntary or paid and each at least 120 hours); these do not count as credit courses in the Bachelor of Science Community Studies (BScCS).

Admission Requirements for 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.

Bachelor of Science Community Studies (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 Bachelor of Science (BSc), Bachelor of Arts (BA), Bachelor of Arts of Community Studies (BACS) and Business Administration (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.

Bachelor of Engineering Technology (BET)

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 90 credit or 120 credit 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 90 Credit Chemical and 120 Credit 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 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 120-credit BET (Advanced Chemical).

Articulation agreements with select Canadian Institutions may provide further advanced standing.

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 90 credit Electronics and Controls and 120 credit Advanced Electrical programs are available through different pathways:

Direct entry
Advanced standing Post Diploma
Advanced standing Post Degree

A maximum of 45-credits (15, one term courses) may be

transferred from an appropriate program at an approved post-secondary institution to the 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 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 90 Credit 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 105 credit Bachelor of Engineering Technology (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 90 Credit 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 Bachelor of Engineering Technology (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 90 Credit Chemical and 120 Credit 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 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 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.

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. **Note: Grade 12 Academic Chemistry is highly recommended for this program.**

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

Bachelor's degree Graduates: Graduate of a 90 Credit or 120 Credit Bachelor of Science (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.

https://www.cbu.ca/academics/programs/chemical/

Program Requirements – Bachelor of Engineering Technology (Chemical)

BET (CHEMICAL) 90 Credit and BET (ADVANCED CHEMICAL) 120 Credit

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 **Course name change approved 2024 – Technical 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

90 credit degree may be granted*

90 CREDIT 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

120 credit 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**

Bachelor of Engineering Technology (BET) (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 90 Credit Electronics and Controls and 120 Credit 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 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 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.

Admission Requirements – Bachelor of Engineering Technology (BET) (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.

https://www.cbu.ca/academics/programs/electronics-controls/

Program Requirements – Bachelor of Engineering Technology (BET) (Electronics & Controls)

90 CREDIT DEGREE

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 Technical 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

Bachelor of Engineering Technology (BET) (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 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 (BET) degrees do not lead directly to a Professional Engineering designation.

Admission Requirements – Bachelor of Engineering Technology (BET) (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. **Note: Grade 12 Academic Chemistry is highly recommended for this program.**

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 Bachelor of Engineering Technology (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.

https://www.cbu.ca/academics/programs/environmental-studies/

Program Requirements – Bachelor of Engineering Technology (BET) (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 Technical 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	Technical 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 Management

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.

Bachelor of Engineering Technology (BET) (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.

Admission Requirements – Bachelor of Engineering Technology (BET) (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.

https://www.cbu.ca/academics/programs/manufacturing/

Program Requirements – Bachelor of Engineering Technology (Manufacturing)

90 Credit

Year One (Fall/Winter)

COMP1163	Computer Applications
DRAF1163	Industrial Applications of Drafting
ENGI1161	Industrial Safety and Applied Shop Practices
ENGI1163	Statics
ENGI1164	Strength of Materials
ENGI1165	Engineering Graphics
ENGI1168	Fluid Mechanics
ENGI1166	Dynamics

MATH1107	Math I
MATH1208	Math II
PHYS1101	Elements of Physics I
PHYS1201	Elements of Physics II

Year Two (Fall/Winter)

COMM/ENGL	Elective
MECH2161	Thermodynamics
MECH2164	CAD/CAM I
MECH2167	Machine Design I
MECH2168	Heating Ventilation and Air Conditioning
MECH2133	Tools Fixtures and Gauging
MECH2134	Machine Design II
MECH2137	Geometric Tolerancing
MECH2165	Metallurgy
MECH2166	Fluid Power
MECH2169	Robotics/CIM
MATH2104	Math III
MATH2205	Math IV

Students wishing to start their careers early may choose to graduate with the Mechanical Engineering Technology Diploma after successfully completing all courses to this point.

Year Three

POST DIPLOMA PROGRAM

MANF3131	Total Quality Management
MANF3133	Statistical Process Control
MANF3134	Manufacturing Processes and Standards
MANF3135	Production Cost Control
MANF3136	Competitive Manufacturing Studies
MANF3137	People in Manufacturing
MANF3138	Product Synthesis
XXX	Recommended Elective
XXX	Recommended Elective
XXX	Recommended Elective

ONE -year post-diploma format

For Diploma graduates of CBU, or of institutions that have an articulation agreement with CBU, completion of Year Three is required.

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 30 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:

Residence requirements: Graduation with the degree (or diploma) normally requires that the student take a minimum of 50% of the program's courses from CBU. CBU distance courses can be included to meet the residency requirements. Some joint programs, such as the articulation agreements cited in the Transfer Credit section, may allow special circumstances which differ from this minimum.

- Diploma in Mechanical Engineering Technology: Successful completion of terms one to four.
- Degree in Bachelor of Engineering Technology (Manufacturing): Successful completion of terms one to six.
- Term five elective recommended: MATH1109 & COMM1105

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 90 credit format.

Program Options

The BET 90 Credit 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.

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 90 credit or 120 credit Bachelor of Science (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.

https://www.cbu.ca/academics/programs/petroleum/

Program Requirements – Bachelor of Engineering Technology (Petroleum)

90 Credit 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 from BENG	Please see list of approved writing electives
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 PRODUCTION ENGINEERING
7. GEOL 3103 PETROLEUM GEOLOGY

Any two of the following four (4)

1. PETR 2163	PRODUCTION SIMULATION
2. PETR 2164	ADVANCED PRODUCTION SIMULATIO
3. PETR 3133	Project Design

Any two of the following four (4)

1. ENGI 2101/2103 or PETR 3101	Technical 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 Bachelor of Engineering Technology (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 90 credit 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

Program Options – Bachelor of Arts and Science (BAS) in Environment

Program Options:

120 Credit Bachelor of Arts and Science (BAS) Environment

- Foundational courses (30 credits)
- Science Concentration Electives (30 credits)
- Arts Concentration Electives (30 credits)
- ENVS Core (24 credits)
- Capstone project (6 credits)

120 Credit Bachelor of Arts and Science (BAS) Environment, Honours

- 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, 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 Bachelor of Arts and Science (BAS) Environment according to five Guiding Principles. Each course shall: 1) Emphasize 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) Emphasize 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
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 – Bachelor of Arts and Science in Environment

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

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, EOL1205, 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 an d 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, CHEM 4501, 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)

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.

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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 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 into the 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 November 23, 2023.

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

1. 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
- 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 (ie. 1000 level) 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.

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. Note: Grade 12 Academic Chemistry is highly recommended for this program.

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

Note: 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

https://www.cbu.ca/academics/programs/bachelor-of-engineering-transfer/

Program Requirements – Bachelor of

Engineering Transfer Program (Engineering Diploma)

Year 1

Courses Required (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 Elective3

Notes:

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

- 1MATH1105/MATH1206 is Differential and Integral Calculus I & II.
- 2MATH1101/MATH1203/1206 is Calculus with Elementary Functions and Geometry I & II.
- 3See 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 Elective3

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

1. 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
- 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.

Bachelor of Science (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.

Bachelor of Science (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.

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

The three-year Bachelor of Science (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 Bachelor of Science (BSc), in areas that require MATH1204.

Certificate in Industrial Chemistry

Criteria to earn the 27-credit certificate:

1. Not a standalone certificate – may only be earned as part of a 120 credit Bachelor of Science (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 Bachelor of Science (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 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 120 Credit Bachelor of Science (BSc), Bachelor of Arts (BA) or Bachelor of Arts in Community Studies (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 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.

SECTION IX

UNAMA'KI COLLEGE OF CAPE BRETON UNIVERSITY

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.

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.

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.

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.

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.

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 contemporary social issues. It offers 22 courses within the discipline of Mi'kmaq Studies and the courses are organized into two main streams: 'language and culture' and 'governance and history'. Courses are open to all students enrolled at Cape Breton University. Students may obtain a Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (BACS) Major or Minor in Mi'kmaq Studies or may simply wish to take a few courses as electives within the Bachelor of Arts (BA), Bachelor of Arts in Community Studies (BACS) or Bachelor of Business Administration (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

Mi'kmaq Studies

1. Bachelor of Arts (BA)/Bachelor of Arts in Community Studies (BACS): Concentration, Major and/or Minor (Mi'kmaq Studies)

2. Electives: Bachelor of Arts (BA)/Bachelor of Arts in Community Studies (BACS)/Bachelor of Business Administration (BBA) (Mi'kmaq Studies)

3. Bachelor of Science Community Studies (BScCS): Concentration (Integrated Science/Toqwa'tu'kl Kjijitaqnn)

4. Electives: (MSIT)

5. Mi'kmaq Studies as teachables for the Bachelor of Education (BEd)

MI'KMAQ STUDIES COURSES AS TEACHABLES FOR THE BACHELOR OF EDUCATION (BEd)

MI'KMAQ STUDIES courses are recognized as a teachable for application to Nova Scotia Bachelor of Education (BEd) Programs.

NOTE:
For purposes other than the Bachelor of Science Community Studies (BScCS) Toqwa'tu'kl Kjijitaqnn, MSIT1101, MSIT1103, MSIT2101, MSIT2103, MSIT3101, MSIT3103, MSIT4101 and MSIT4103 have been designated as science;

90 Credit Bachelor of Arts (BA)/Bachelor of Arts in Community Studies (BACS), CONCENTRATION in MI'KMAQ STUDIES

90 credit BA/BACS, concentration in Mi'kmaq Studies, requires completion of 15 courses

Bachelor of Arts (BA)	Bachelor of Arts in Community Studies (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) MI'KMAQ STUDIES	4 courses (24 credits) Career

4 courses (24 credits) MI'KMAQ STUDIES

(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.

120 Credit 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* (directed studies/thesis option) (6 credits) 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

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (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

Bachelor of Arts (BA) / Bachelor of Arts in Community Studies (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.

120 Credit Bachelor of Arts (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*; Choice (Mi'kmaw language & culture)
MIKM3141* or MIKM3145*

*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).

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

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 the School of Science and Technology, the Dean of the School 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 Bachelor of Science (B.Sc.), Bachelor of Arts (BA), Bachelor of Arts in Community Studies (BACS) and Bachelor of Business Administration (BBA) degrees.