



UNIVERSITY OF SASKATCHEWAN

College of  
Arts and Science

ARTSANDSCIENCE.USASK.CA

## 2023-2024 Student Handbook

The University of Saskatchewan's main campus is situated on [Treaty 6 Territory and the Homeland of the Métis](#). We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.

BE WHAT THE WORLD NEEDS

# Welcome to the College of Arts and Science

Congratulations on choosing the College of Arts and Science for your academic journey at the University of Saskatchewan! Established in 1908 and with close to ten thousand undergraduate students, our college is the oldest, largest, and most diverse college in the university. In the College of Arts and Science, you will enjoy the combination of course offerings in the arts and sciences that will help you to stimulate creative and critical thought, foster the joy of discovery, nurture curiosity-driven research, and gain adaptable and enduring skills that will prepare you to thrive in a rapidly changing global job market.

[The Undergraduate Student Office \(UGSO\)](#) of the College of Arts and Science has a team of dedicated academic advisors who act as coaches, mentors, and advocates to support you throughout your academic studies. They take a "holistic" approach in advising students – this means they can assist you with figuring out your academic requirements, and degree choice in relation to your goals and aspirations and connect you with on-campus and off-campus supports so that your personal, educational, and health-related needs are considered. They also work with students who have academic difficulties to develop a plan of action. I encourage you to [book an appointment with an academic advisor](#) or [contact the UGSO](#) for any inquiry.

I wish you the best in your academic endeavours and an enjoyable experience in the College of Arts Science at the University of Saskatchewan.

Sincerely,

**Banjo Olaleye**

Director of Undergraduate Student Advising  
College of Arts and Science

## Using this Handbook

This handbook is intended to provide relevant information to all students in the College of Arts and Science. The handbook is not an exhaustive resource for your time at the University of Saskatchewan. However, we hope it allows you to understand the shared responsibility you undertake as a learner in our College and shows you the web of supports and services available to help you during your studies.

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# About the College of Arts and Science

Established in 1908, the College of Arts and Science is the largest and most diverse college at the University of Saskatchewan (USask). As the oldest college on campus, our enrolment has seen exponential expansion from the 70 students who first attended classes to the more than 10,000 students we serve today.

We comprise 21 departments, more than 60 programs and about 40 per cent of the total student population at USask. The College of Arts and Science, and our 300+ faculty members, provides approximately half of the undergraduate courses offered at USask, spanning the humanities, social sciences, sciences, and fine arts.

Our college is exceptional in that it is one of only a few in Canada to combine arts and science course offerings under the same roof. This integrated approach provides students with an invaluable, broad, and in-depth perspective of the world that enhances their focus on individual disciplines. Students gain adaptable and enduring skills that prepare them to thrive in a rapidly changing global job market.

## Vision

The goal of the College of Arts and Science is to be recognized as the most innovative and imaginative centre for arts and science scholarship in Canada.

## Mission

With its unique disciplinary breadth, the College of Arts and Science exists to stimulate creative and critical thought, foster the joy of discovery and nurture curiosity-driven research. Collectively, we strive to advance the individual, embrace diversity, enrich society, and preserve culture while creating a sustainable civil world and natural environment.

# The Undergraduate Student Office (UGSO)

The undergraduate student office (UGSO) is a resource for many questions that will arise through your studies. Our office is home to academic advisors and other staff members here to assist you. We are in ARTS 265 and much of our information is available online through the college website. [Check under the Academics tab!](#)

# Student Responsibility

Becoming a student at the University of Saskatchewan means you have entered a community of student peers, educators, administrators, and academic advisors. We all share commitments and responsibilities within this journey.

These roles have been developed and formalized through our University of Saskatchewan [Learning Charter](#) and the [Academic Advising Charter](#). It is recommended that you familiarize yourself with these documents as they guide our work as we teach and learn together.

A main takeaway of these roles is that, as a student, you are responsible for leading the partnership you share with the campus community. **This means that while there are supports and resources for you to access, you are ultimately responsible for your actions and decisions.**

These responsibilities can take many forms, but at minimum includes:

1. Adhering to all university and college regulations
2. Being self-motivated and self-directed in the management of your learning
3. Diligently pursuing the activities related to your studies, including attending lectures, completing assignments, and writing exams
4. Engaging outside the classroom with student groups, volunteering, research opportunities, or other work opportunities
5. Maintaining a high standard of academic integrity
6. Understanding the requirements for your program
7. Proactively seeking help, advising, or guidance from university resources before a situation escalates to a crisis
8. Regularly checking your assigned USask email account

Want to learn more? [Check out this tutorial on academic integrity from the University Library.](#)

## Supports on Campus

The university campus has a wide range of supports and services for students. Available resources range from mental health counselling to tutoring. [Visit the student support page for a comprehensive list of our campus resources](#). If you are unsure where to start, try reaching out to the Undergraduate Student Office (UGSO). If we cannot help you, we will direct you to a resource that can.

These are some of the most common questions we hear from students, and the relevant supports you can access for help and assistance:

Topic	Resource
Questions about picking courses, degree requirements, and college policy for first-year students	<a href="#">Group Advising</a>
Problems with Canvas, Multi-factor Authentication, or PAWS	<a href="#">Information Technology</a>
Inquiries about tuition, fees, or student loans	<a href="#">Student Central</a>
Questions about study permits, student immigration, and work permits	<a href="#">International Student and Study Abroad Centre</a>
Math or writing help, academic skills workshops	<a href="#">Learning supports through the University Library</a>
Information about your degree, certificates, graduation, academic appeals, and faculty actions	<a href="#">Academic Advising</a> <i>Check the Arts and Science Channel in PAWS</i>
Information on admissions to Arts and Science, or transfer credit processing	<a href="#">Admissions</a>
Course accommodations based on disability, religion, family status and gender identity	<a href="#">Access and Equity Services</a>
Requirements for admission into a professional program	College websites, and <a href="#">advisors for that program</a>
Planning or exploring career pathways	<a href="#">Career Services</a>
Help with mental or physical health concerns	<a href="#">Student Wellness Centre</a>

# Advising in Arts & Science

## What is Advising?

Academic advisors exist to assist you with all things related to your studies. This can be as simple as questions about required courses or extend into the creation of a support plan if you experience academic difficulty.

Advisors act as coaches, mentors, and advocates for students throughout their academic studies. They take a "holistic" approach, which means they not only assist students with their academic needs, but also connect students with on-campus and off-campus supports so their personal, educational, and health-related needs are considered. It is never a bad idea to reach out to an advisor. If they cannot help you, they will direct you to someone who can.

## The Advising Relationship

Advising is an ongoing relationship throughout your studies. Students are responsible for seeking out advising, setting up appointments, and coming to them prepared. Advisors are responsible for providing relevant advice and guidance as it pertains to student goals, as well as the relevant college or university policy involved.

This relationship starts before your classes begin. Incoming students should attend a Group Advising session to learn important college and university information. Once you have attended group advising, follow-up pathways, including meeting one-on-one with an advisor, will be available to you. You do not need to see the same advisor for each appointment. Any advisor in the UGSO can advise on any of our programs. Some may have specialized backgrounds (e.g., advising Indigenous students, advising on academic appeals) but you can meet with any advisor, especially if your concern is time sensitive.

After first year, students can [schedule an appointment](#) with an advisor at any time. The appointment booking link can be found in the Arts and Science Channel in your PAWS account. In Fall and Winter terms, we reserve the first two weeks for drop-in advising. These same-day spots allow students with urgent concerns to meet with an advisor before the add/drop deadline (see [Dates to Remember](#)). If you ever need urgent assistance outside the drop-in window, you can call the UGSO at 306-966-4231 as there may be short-notice or cancellation spots available.

## When should I see an Advisor?

Students can connect with an advisor any time. Nevertheless, there are three important times to keep in mind.

- 1. Group Advising in your first year.** Group Advising lays an important foundation as you come into our college. It provides broad information on our policies, deadlines, and how to select first-year courses.



2. **Times you experience academic difficulty.** If you notice your grades are lower than you expected, or you have personal circumstances affecting your academic performance meet with an advisor as soon as you can. There are minimum averages you need to meet (see [Promotion Standards and Faculty Actions](#)) and connecting early on is the best way to avoid a negative outcome.
3. **Completing a Graduation Check in your final year.** Once you have registered in your final year of course work, [submit a request for a Graduation Check](#). This is an official document that confirms your eligibility to graduate. While not required, it offers peace of mind that the courses you chose in your last year will complete your degree requirements. This cannot be completed in an appointment.

These are the most important times, but remember advisors are here for you at any time. Other common reasons students book appointments with academic advisors include:

- Changing majors, adding a minor or certificate, and asking questions about second degrees.
- Confirming program requirements, statistics substitutions, and degree regulations.
- Questions about faculty actions (see [Promotion Standards and Faculty Actions](#)), appeals, and creating plans of action.
- Creating retake strategies to increase your average and meeting promotion standards.
- Needing to talk to someone.

We recommend you meet with an advisor once per year even if things are going well. This way you can obtain your up-to-date averages, and a second opinion on your degree progression.

## Departmental Advising

As you progress through your degree, you should develop an advising relationship with [your department](#). Advising students is a shared relationship between the academic advisors in the UGSO and the faculty and staff throughout our college. Advisors from the UGSO may sometimes refer students to the professors, undergraduate chair, or program head in the department when questions would be better addressed with their program-specific knowledge.

Common reasons to seek departmental advising include:

- Pursuing an Honours degree.
- Learning about course offerings in future terms.
- Exploring careers, graduate studies, and opportunities within the field.
- Questions about internships, practicums, performances, exhibitions, or field courses.
- Helping pick classes that align with your learning goals and interests within the major.

# About your Degree

This section provides a high-level summary of [our Academic Policies](#) in Arts and Science. Each college on campus will have their own academic regulations, so the policies and standards your peers in other colleges use could be different from those in Arts and Science.

## Types of Degrees

Arts and Science offers more degree programs than any other college on campus! Regardless of what you picked on the application, you can always switch to a different program or degree offered in the college.

The most important resource for degree information is the [Course and Program Catalogue \(CPC\)](#). Within this resource you can find the requirements for any program, as well as important college policies.

Students follow the CPC that was in effect during the year they started. This means that if changes are made in subsequent years, they will not affect you unless you choose to update to a newer CPC. From the time you start your studies, you have ten years to complete your degree using the requirements you started with. If you take extended time off, connect with an academic advisor to see how this affects your academic year and degree requirements.

## Requirement Areas

All degree programs in the College of Arts and Science are comprised of five requirement areas that students must complete to receive their degree.

1. **College Requirement:** includes English Language Writing, Indigenous Learning, and Quantitative Reasoning courses. These are areas we want all Arts and Science graduates to be proficient.
2. **Breadth Requirement:** this ensures students complete courses outside their major to make them a well-rounded learner.
3. **Cognate Requirement:** prerequisites or courses related to the major that should be completed before students take senior-level courses.
4. **Major Requirement:** core courses in the subject area of concentration.
5. **Electives Requirement:** Arts and Science electives that students choose based on personal interest.

In Biomedical Science (BMSC) programs, there is an additional area called the Core Requirement. The Core Requirement lists all classes to be completed in your second year before you can declare a BMSC major. In BA&Sc programs, you will find different titles, but five requirement areas.

In their first year, students generally take the 100-level courses in their major and fill in their schedule with courses from the College, Breadth, and Cognate requirements. This leads to a broad first year covering many subjects and ideas. It also means that anything you take will work for another program if you change your mind.

## Credit Units

Credit units (cu) are a numerical value assigned to every course. It represents the amount of content covered and workload required. In Arts and Science, most courses are worth three credit units (3 cu). This would be a course lasting one academic term. Some courses in Arts and Science are 6 cu and would last two academic terms. Overall, there are specific credit unit totals you need to meet.

For a 3-Year degree, students must complete a minimum of 90 cu overall. At least 42 cu must be at the senior level (200-level or higher). For a 4-Year or an Honours degree, students must complete a minimum of 120 cu overall and at least 66 cu must be at the senior level.

## Averages

In Arts and Science, we use the cumulative weighted average (CWA). This means that when we calculate your average, we include all grades eligible for credit in the calculation. We also calculate your major average. This is also a cumulative average, but it only comprises courses eligible to be used within your program's major requirement.

## Graduation Standards

To be eligible to receive a 3-Year or a 4-Year degree, students must achieve a minimum CWA of 60% overall and 62.5% in the subjects of their major area of studies. To be eligible to receive an Honours degree, students must achieve a minimum CWA of 70% overall and 70% in the subjects of their major area of studies.

## Promotion Standards and Faculty Actions

Students in the College of Arts and Science must satisfy promotion standards to continue their studies. If they do not satisfy promotion standards, students may be faced with a Faculty Action. Academic advisors work with students to help them understand what a Faculty Action means for them. Advisors also provide insight into the various appeal processes available to students.

Grades are reviewed by the UGSO in May of each year. If your average is meeting or surpassing our Promotion Standards, you can continue in your next year of study with no restrictions. If your grades are below our Promotion Standards, that is they fall into the Probation or Required to Discontinue range, you will receive a Faculty Action. A student can be put on **Probation**, where they are restricted to a maximum of 24 cu, or they can be **Required to Discontinue** their studies for a period of one year.

The table below outlines the grades required for promotion and the grades associated with faculty actions. As a student progresses in their program (i.e., attempts more credit units), promotion standard requirements increase to meet graduation standards.

Credit Units Attempted	Promotion CWA	Probation CWA	Required to Discontinue CWA
18-30 cu	≥56%	55.99-50%	≤49.99%
31-60 cu	≥58%	57.99-54%	≤53.99%
61+ cu	≥60%	59.99-58%	≤57.99%

## Retaking Courses

Retaking courses is the fastest way to improve your CWA. While all course attempts will remain on your transcript, in Arts and Science we only include the highest grade in the calculation of your average. Any failed course can be retaken. Courses with a final grade between 50-59% may be retaken once, provided the course has not been used as a prerequisite for a higher-level course. For example, CHEM 112.3 could not be retaken if the student has completed CHEM 115.3 or CHEM 250.3.

If a student has a grade of 60% or above, there are no for-credit options to retake the course. If beneficial, a non-credit retake can be considered. This means the student completes the class again, but this attempt will not count towards their Arts and Science average. The grade will still appear on the transcript. Permission is needed to complete a retake of a course with a passing grade (≥50%) and [can be requested by students](#).

Retaking multiple courses can be complicated, but an academic advisor can assist you in creating a retake strategy to efficiently improve your CWA.

## Academic Appeals

If a student has experienced extenuating circumstances that negatively impacted their overall academic performance, they may be eligible to submit an appeal. Regardless of the circumstance, if you believe you might fail your courses, **you should withdraw before the deadline** (typically the last day of classes each term). Withdrawing is the best way to protect your average and prevent a Faculty Action. For more information, see [Dates to Remember](#).

If you receive a Required to Discontinue Faculty Action, you may be eligible to submit an appeal in exchange for Probation. Supporting documentation of an extenuating circumstance, as well as a plan of action is required. [More information can be found on our academic appeals website](#).

## Majors, Minors, and Certificates

A major is a specialization within your chosen degree. For example, you can earn a Bachelor of Arts with a major in History, Psychology, or Economics (to name a few). It is the same degree, but there is a specialization in a specific subject area. While most students declare a major after their first year, it is essential that a student declares before the end of their degree. Choosing a major is a personal decision. If you are unsure in your first year, you can always choose a potential major and change it later or take an exploratory year. Here are a few questions to help you decide on a major:

1. What subjects did you enjoy in high school?
2. What are your personal interests?
3. What types of ideas or activities grab your attention?
4. Do you have a role model or a mentor who inspires you?
5. What type of career are you interested in?
6. What type of career are you NOT interested in?

As you can see, choosing a major is tied to your interests, your influences, and your career goals. An academic advisor in the Undergraduate Student Office can help you explore some of these questions, while a career coach in Career Services can help you find connections between your academic and career goals.

### Minors and Certificates

Minors and certificates offer students the ability to formally pursue a secondary specialization with their degree. For example, you could complete a Bachelor of Science in Chemistry with a Certificate in Global Studies. Neither a minor nor a certificate are required, but they can help you focus your electives and let you explore another subject area.

While both require similar amounts of courses, there are some key differences. Minors are typically completed by taking a specified number of courses in a subject area. Minors appear on your transcript, but not on your degree parchment. Minors must be completed with a degree and offerings are restricted to those in the College of Arts and Science. Certificates are standalone programs, with a niche learning outcome. For this reason, they function like mini-degrees and often have required courses or short lists to choose from. You can see the requirements for all our minors and certificates in [the Course and Program Catalogue](#). While Arts and Science offers the widest array of certificates, students can pursue certificates offered by other colleges as well. If this interests you, reach out to the advisors in the college offering the certificate.

# Picking Classes

Course selection is one of the most common first year questions. In Arts and Science, students are not required to take certain courses in their first year. This can feel overwhelming, so we have prepared three strategies for choosing courses depending on your situation:

1. If you have a potential **major in mind**, you can start with the foundational courses required for your degree.
2. If you are undecided, you can treat your first year as an **exploratory year** and choose a variety of courses to help you decide.
3. Registering in a **Learning Community** can help you with an offering of pre-picked course combinations. You also get the added benefits of joining an amazing academic and social support to help you transition into university life.

Regardless of your strategy, the idea of *sequencing* is important. Sequencing refers to how courses build and flow through the program. Typically, students take 100-level (also known as junior-level) courses in their first year. These courses are typically prerequisites that let you take 200-level courses in your second year. Those 200-level courses then allow you to take 300-level courses in your third year, and so on.

Sequencing in the major is the most important, as this is where you have the most required courses. As higher-level courses are offered less frequently, missing a prerequisite course can impact the timeline to complete your degree.

## 1. Major in Mind

There is a simple formula for picking first-year classes if students already have a major (or majors) in mind. [First, you will need to find the program you are interested in here.](#) You can navigate the Course and Program Catalogue to find the following:

1. **The 100-level courses in your major.** These are the most important classes for sequencing as your 200-level courses will build on the foundational 100-level courses. If you have two potential majors in mind, take the 100-level courses in both programs. If your program has no 100-level courses in the major, you will typically find your foundational courses in the Cognate Requirement.
2. **Any additional prerequisites for second year.** Some upper-level courses require multiple prerequisites. By checking the prerequisite requirements for your required 200-level courses, you ensure that you take the most efficient path through your degree. Sometimes these courses are listed in other areas such as the Quantitative Reasoning or Cognate Requirement.
3. **Fill in from the College, Breadth, and Cognate requirements.** You do not need to complete these three requirement areas in your first year, but it is recommended to take courses from these requirements, so you have a broad selection of subjects and ideas in your first-year schedule.

The chart below can help you figure out what to take! You will see the formula above applied to all our programs. Once you have the required courses, you can fill in your schedule with courses from the College, Breadth, and Cognate requirements. Taking your English Language Writing and Indigenous Learning courses early on is always recommended! Wondering how many courses to take? See [Course Load](#).

Major	100-level Courses in the Major	Additional Prerequisites for Second Year
Applied Computing - Bioinformatics	BIOL 120.3 BIOL 121.3 CMPT 141.3 CMPT 145.3	CHEM 112.3 MATH 110.3 or 176.3
Applied Computing - Business	CMPT 141.3 CMPT 145.3 COMM 100.3 COMM 101.3 COMM 105.3	MATH 110.3 or 176.3
Applied Computing – Data Analytics	CMPT 141.3 CMPT 145.3 MATH 110.3 MATH 116.3	
Applied Computing - Geomatics	CMPT 141.3 CMPT 145.3 3cu GEOG 120.3, 125.3, or 130.3	MATH 110.3 or 176.3
Applied Computing – Interactive System Design	ARTH 120.3 ARTH 121.3 CMPT 141.3 CMPT 145.3 PSY 120.3 PSY 121.3 3cu ART 111.3 or higher	MATH 110.3 or 176.3
Applied Mathematics	MATH 110.3 or 176.3 MATH 116.3 or 177.3 MATH 164.3	CMPT 141.3 CMPT 145.3
Archaeology	6cu from ANTH 111.3, ARCH 112.3, or ARCH 116.3	
Archaeology & Anthropology	ANTH 111.3 ARCH 112.3	
Art History	ARTH 120.3 ARTH 121.3 6cu 100-level ART	
Biochemistry, Microbiology, and Immunology	<i>See BMSC Common Core</i>	
Biology	BIOL 120.3 BIOL 121.3	CHEM 112.3 CHEM 115.3
Biomedical Foundations	<i>See BMSC Common Core</i>	

Biomedical Neuroscience	<i>See BMSC Common Core</i>	
BMSC Common Core	BIOL 120.3 CHEM 112.3 BMSC 200.3	
Business Economics	ECON 111.3 ECON 114 .3	MATH 104.3 or 110.3 ( <i>MATH 110 recommended</i> )
Cellular, Physiological, and Pharmacological Sciences	<i>See BMSC Common Core</i>	
Chemistry	CHEM 112.3 CHEM 115.3	MATH 110.3 or 176.3
Classical, Medieval, and Renaissance Studies	CMRS 110.3 CMRS 111.3	
Computer Science	CMPT 141.3 CMPT 145.3 MATH 110.3 or 176.3	
Drama	DRAM 110.3 DRAM 111.3 DRAM 113.3 DRAM 118.3 DRAM 119.3	
Economics	ECON 111.3 ECON 114.3	
English	6cu of 100-level ENG	
Environment and Society – <i>Any Concentration</i>	GEOG 120.3 GEOG 125.3 GEOG 130.3	
Environmental Biology	BIOL 120.3 BIOL 121.3	CHEM 112.3 CHEM 115.3 GEOG 120.3
Environmental Geosciences	GEOL 121.3 GEOL 122.3	CHEM 112.3 CHEM 115.3 MATH 110.3 or 176.3 PHYS 115.3
Food Science	FABS 110.3	CHEM 112.3 CHEM 115.3 BIOL 120.3
French	6cu FREN ( <i>See CPC on where to start</i> )	
Geology	GEOL 121.3 GEOL 122.3	CHEM 112.3 CHEM 115.3 MATH 110.3 PHYS 115.3
Geophysics	GEOL 121.3 PHYS 115.3 PHYS 117.3 or 125.3	CHEM 112.3 MATH 110.3 MATH 116.3



Health Studies – <i>Any Concentration</i>	HLST 110.3	PSY 120.3 PSY 121.3 BIOL 120.3 CHEM 112.3
History	6cu 100-level HIST	
Hydrology	GEOG 120.3 GEOL 121.3	3cu Science
Indigenous Studies	INDG 107.3	
Interdisciplinary Biomedical Sciences	<i>See BMSC Common Core</i>	
International Studies		POLS 110.3 ANTH 111.3 SOC 112.3 6cu 100-level HIST ECON 111.3
Linguistics	LING 111.3 3cu from LING 110.3, LING 112.3, LING 113.3	PSY 120.3 PSY 121.3
Mathematical Physics	PHYS 115.3 PHYS 125.3 MATH 110.3 or 176.3 MATH 116.3 or 177.3	
Mathematics	MATH 110.3 or 176.3 MATH 116.3 or 177.3 MATH 163.3 MATH 164.3	
Modern Languages	LING 111.3 6cu Primary Language ( <i>see CPC</i> ), LIT 110.3 LIT 111.3	
Music	<i>See suggested sequence of Courses in CPC</i>	
Music Education	<i>See suggested sequence of Courses in CPC</i>	
Palaeobiology	ANTH 111.3 ARCH 112.3 BIOL 120.3 BIOL 121.3 GEOL 121.3 GEOL 122.3	CHEM 112.3 PHYS 115.3 MATH 110.3 or 176.3
Philosophy	6cu 100-level PHIL	
Physics	PHYS 115.3 PHYS 117.3 or 125.3	MATH 110.3 or 176.3 MATH 116.3 or 177.3
Political Studies	POLS 111.3 POLS 110.3 or 112.3	
Psychology	PSY 120.3 PSY 121.3	
Regional and Urban Planning		ECON 111.3 POLS 111.3 SOC 111.3 or 112.3
Religion and Culture	6cu 100-level RLST	

Sociology	SOC 111.3 SOC 112.3	
Statistics	MATH 164.3 MATH 110.3 or 176.3 MATH 116.3 or 177.3	
Studio Art	ART 110.3 ARTH 120.3 ARTH 121.3 ART 112.6 ART 141.3	
Toxicology		CHEM 112.3 CHEM 115.3 BIOL 120.3 BIOL 121.3 MATH 110.3
Women's and Gender Studies	WGST 112.3	

## 2. Exploratory Year

If you are uncertain about what major you are most interested in, you can take a variety of courses to keep your options open! Do not worry too much about taking the ‘wrong’ courses – as long as they are approved Arts and Science courses, they can be used to meet your degree requirements when you decide on a major. The following table contains two sample schedules, one for a B.A. degree and one for a B.Sc.

	Term 1	Term 2
<b>Potential Bachelor of Arts</b>	3-6 cu Humanities 3-6 cu Social Sciences	3-6 cu Science 3-6 cu Language 3 cu Fine Arts
<b>Potential Bachelor of Science</b>	3-6 cu Science 3-6 cu English Language Writing	3-6 cu Social Sciences 3-6 cu Math or Statistics 3 cu Language

We offer several interdisciplinary courses designed to help you transition to university. These courses count towards your degree and help you gain practical skills for studying, writing, and more. They are a great option in your first year!

- INTS 100.3: Strategies for Academic Success
- INTS 102.3 Studying in Science Essential Skills and Strategies
- INTS 103.3 Writing for Academic Success

### 3. Learning Communities

A Learning Community (LC) is a small group of students who choose to register in a common set of classes. In addition to sharing a common classroom experience in large lectures, students gather as a small group in a weekly Learning Community Hour guided by upper-year peer mentors. LCs provide support to students as they transition to university. The content in the LC Hour is not tutoring, but is instead designed to help students make friends, build academic skills, and create connections to majors and careers.

We have four LC programs in our College:

1. **FLEX:** The First Year Learning Experience is the largest and most diverse offering of LCs on campus. If you do not know where to start, FLEX is the place! Offerings include tailored LCs for specific majors, as well as those for exploratory years.
2. **Level-UP:** Level-UP is designed for second year students and focuses on possible career pathways, introducing students to undergraduate research opportunities, and enhancing academic skills for upper-year courses.
3. **ISAP:** The Indigenous Student Achievement Pathways program offers LC programming for students who self-identify as First Nations, Inuit, or Metis. These LCs help students connect with a community of students, Indigenous peer mentors, and dedicated instructors.
4. **USTEP:** The University of Saskatchewan Transition Entrance Program provides LCs as part of a larger support plan for students who are admitted on a transitional basis. Registration is fixed to specific courses, and students can complete a maximum of 9 cu/term.

Students can register in just the LC courses, or (with the exception of USTEP) use it as a base for their schedule and add in additional courses. Be sure to sign up early, as spots are limited! [Learn more about, and sign up for, our Learning Communities here](#) or email [aslc@usask.ca](mailto:aslc@usask.ca).

### High School Prerequisites

To study university-level Biology, Chemistry, Calculus, and Physics the most senior high school course of the same subject is required (e.g., 30-level, Senior, or Grade 12). University-level Chemistry and Physics also require a senior high school Math or Pre-Calculus course.

Students should try to ensure they have all necessary courses from high school, as upgrade options at USask are limited. If necessary, students may upgrade through their home school division or Saskatchewan Polytechnic.

### Degree Resources

DegreeWorks and the Course and Program Catalogue (CPC) are the main degree resources used on campus. [DegreeWorks can be accessed through the Registration Channel on PAWS](#). While DegreeWorks can offer a helpful, at-a-glance look at your progress, **it is not official**. If you notice a discrepancy between DegreeWorks and the CPC, we always consider the CPC to be correct. For this reason, it is important to become familiar with navigating the CPC and monitoring your degree progression.

## Transfer Credit

If you have completed university-level coursework from another accredited institution, you might be able to use those courses towards your degree in Arts and Science. The process of evaluating courses from other institutions and assigning USask equivalents is [done centrally through the transfer credit office](#). Once your transfer credit evaluation is complete, you can meet with an academic advisor to see how or if the credit granted can be applied to your degree.

The most straightforward case is *direct* transfer credit. This occurs when courses are granted the direct equivalent of a USask subject and course number (CHEM 112.3, ENG 111.3). These can always be used directly in place of a USask course. Though as with all transfer credit, the grades are not used towards your CWA.

Transfer credit can also be granted as *indirect*, meaning there is no clear equivalent. It may have a subject, but no course number (BIOL JR.3 PSY SR.3) or be unspecified (XAR UNSP). Using courses with indirect transfer credit in your degree is more complicated and not always possible. An academic advisor can explain this to you. If you are unsatisfied with your transfer credit evaluation, you can [appeal the decision](#) by providing additional supporting documentation to the transfer credit office.

Students that are granted large amounts of transfer credit should [be cognizant of our Residency Regulations](#) and confirm their program plan with an academic advisor.

## Course Equivalencies and Mutual Exclusions

Across the University of Saskatchewan there are instances where multiple courses cover the same content. An equivalency means the courses are so similar they maybe be used interchangeably. Mutual exclusions exist when courses are similar, but not enough to be used in place of one another. If courses are equivalent or mutually exclusive, typically students can only have credit for one.

Mutual exclusions are common among 100-level MATH courses. For example, a student with credit for MATH 104.3 cannot subsequently take MATH 110.3 and retain credit for both classes. However, MATH 104.3 is not considered equivalent to MATH 110.3, as such it could not be used as a prerequisite to take higher-level calculus courses or fulfill a degree requirement for MATH 110.3. Mutual exclusions are often noted in the course descriptions found within the CPC.

Course equivalencies are most common in our statistics-based classes. As such [we have a system for classifying statistics courses and their equivalencies](#). However, where possible students should complete their degree as outlined in the CPC. **It is important to confirm any equivalency or mutually exclusive class with an academic advisor.** Taking different courses than outlined in the CPC can impact other degree requirements.

## Professional Programs

If you are fulfilling admission requirements for another college, such as Nursing, Nutrition, or Pharmacy, you may not have as much choice in selecting your courses. Depending on the program you are seeking entry into, you may need to take prerequisite courses as well as satisfy average and course load requirements. Always consult [the advisors for the program](#) you are interested in to confirm that the schedule you pick satisfies their admissions requirements. If you intend to apply to multiple programs, remember that requirements can vary between universities. Advisors in Arts and Science cannot confirm eligibility for programs outside our college.

## Course Load

Once you figure out which courses to take, the next question is often ‘how many?’ Course load is a personal decision. However, there are a few factors to consider:

1. **Funding:** Undergraduate students have *full-time status* when taking 9 cu or more per term during the Fall and Winter terms. This should not be confused with *full course load* which refers to the maximum number of credit units you can register for at a time. Regardless, it is important to check with the individual terms of your funding arrangement to see if there is a minimum required course load. Students with scholarships, Band funding, or other sources should confirm they meet their funder’s eligibility requirements.
2. **Future:** Meeting the admissions requirements of professional programs can require you take a specified number of credits. Always check the requirements of each program you intend to apply for as these can vary between institutions.
3. **Fun:** Do not forget about family, friends, work, volunteering, student groups, and everything else outside of school. In general, one hour of lecture will require two to three hours of work outside of class. A course worth 3 cu will meet for three hours of lecture a week. This means it will require between six and nine hours of additional time studying per week. Taking a full course load of 15 cu leads to more hours than a 40-hour workweek. Keep this in mind as you build your schedule.

If you want to start with a lower course load in your first term while you adjust to university, you can always add additional courses in future terms. For example, many students start with three or four courses to get their bearings in the Fall term and might increase to four or five classes in the Winter term. Similarly, you can always drop a course to reduce your workload. There are important deadlines around this. See [Dates to Remember](#).

## Registering in Classes

Registration for both Fall and Winter terms open in June. Registration for both Spring and Summer terms open in February. Students can register in courses from their access date up until the add/drop deadline. It is recommended that you register for both terms at once as classes will fill up. [These videos](#) will teach you how to find your registration access date, create a plan, and navigate the portal on registration day.

# Dates to Remember

The University maintains [the most current important dates](#) online. Be sure to write these down or enter them into your calendar! However, each term follows a similar pattern as described below.

## Add/Drop Deadline

The add/drop deadline is typically two weeks into the start of Fall and Winter terms. The period from the first day of classes to the add/drop deadline is important as many students will be making changes to their schedules. If you are waiting to get a seat in a full class, keep checking during this time as typically a seat will become available.

Students can make changes to their schedule without penalty up to the add/drop deadline. Dropping a course during this period leaves no record of the course on your transcript, and any tuition paid will be refunded. After the deadline, students can no longer add additional courses to their schedule, but you can still withdraw from courses.

## Withdrawal Deadlines

After the add/drop deadline, you can no longer add courses to your schedule, but you can withdraw from a course. Withdrawing from a course means it will still appear on your transcript with a *W* as the assigned grade.

Students withdraw from courses for many reasons, but an advantage is that withdrawals have no academic impact on your record. That is, they do not impact your CWA. The option to withdraw is available until the last day of classes. If you withdraw early in the term, you may get some tuition refunded.

Withdrawing is the best way to protect your average if you are not sure about passing the class. If you miss the withdrawal deadline, you will need to write the final exam or accept the outcome of not writing it.

## Deferred Exams

If you experience an extenuating circumstance that prevents you from writing your final exam at the scheduled date and time you may be eligible for a [Deferred Exam](#). Requests must be submitted within three business days of the exam and supporting documentation is required.

# Frequently Asked Questions

## **Should I register for Term 1 and Term 2 classes when my registration window opens?**

Yes! When registration opens in June, it is for the regular session from September to April. Be sure to register for all your courses for the year. If you want to change your Term 2 course selection before January, you can do that.

## **What do I do if I cannot get into a course?**

Keep checking PAWS to see if a seat has opened. Many students change their classes over the summer or in the first two weeks of class, resulting in seats becoming available. If you are still unable to register in a course in late August or early September, you can submit a [Class Limit Override](#) to request a seat. There are no guarantees that the instructor will approve this, but in some cases, they do.

## **Do I have to do a four-year degree in four years?**

No. There is no time limit on how long you have to complete your degree. Most students take longer than four years to complete a '4 year' degree, and more than three years to complete a '3 year' degree.

## **What Course and Program Catalogue should I use?**

Students start with the Course and Program Catalogue that is in effect when they start their studies. You have ten years to follow the degree requirements as described in that catalogue, or you can request the UGSO switch you to a subsequent catalogue if you prefer. After ten years, you must follow the Course and Program Catalogue that is in effect in your eleventh year (or the year that you return to your studies thereafter). If you cannot find your Course and Program Catalogue, look for the Archives tab on the top of the page.

## **Can I register in courses at any college at the University of Saskatchewan?**

Once a student is accepted into a specific college at the University of Saskatchewan, their course options are limited to courses offered in Arts and Science as well as some courses that are offered in other direct entry colleges. However, not all courses offered at other colleges will transfer for credit in Arts and Science. Before you register in a class that is being offered through another college, check [the automatic transfer list](#) for courses from other colleges. If the class you plan to register in is not on this list, it cannot be used for your Arts and Science degree.

## **Can I take classes at other universities while I am a student at the U of S?**

Possibly. You should submit a [Visiting Student Request \(VSR\)](#) first. Once approved, this not only makes you eligible for a modified admissions process at the other university, but it also lets you know ahead of time whether the course will transfer for credit toward your Arts and Science degree. If it does not transfer, you will not waste time and money on a course!

## **Can you tell me which professors are 'good?'**

All professors at the University of Saskatchewan are highly qualified in their fields and interested in the subject areas that they teach. What makes a teacher 'good' has more to do with the 'fit' between the student's learning style and the instructor's teaching style.

## **What is an 'easy' course to take?**

In truth, there are no courses that every student will find easy. It depends on a student's skills, talents,



interests, and background. University is supposed to be challenging, so choose challenges you will enjoy and make use of campus resources!

### **How approachable are professors and TAs when it comes to extra help?**

Most professors and teaching assistants (TAs) are invested in student success and are therefore very approachable when it comes to providing their students with clarification on course concepts. You can visit your professor or TA during assigned office hours or contact them about scheduling a private appointment.

### **How do I access my class notes?**

If your professor decides to provide class notes or slides, they will be posted in [Canvas](#) (accessible through your PAWS account). Not all professors choose to provide notes or summaries, but even if they do, you should always be prepared to take your own notes during your lecture, tutorial, etc.

### **What happens if I'm late handing in an assignment/essay/project?**

The course syllabus you receive from your professor will indicate their policy on late assignments. Often, a small percentage of your grade will be deducted each day you are late, up until a point when you would receive a zero.

### **Who do I contact if I have technical issues?**

If you have issues with your USask email, trouble accessing your online course content, or issues with PAWS, contact [IT Support](#).

### **How do I declare my major?**

Students can declare (or change) their major through [PAWS](#), under the Arts & Science channel. It is okay to change your major!

### **When do I declare my major**

We recommend that students declare a major as soon as they have decided, or at least by their second year. Students who have not chosen a major by the end of their second year may take longer to complete their degree requirements.

### **If I stop attending a class, will I be automatically withdrawn?**

No. Be sure to withdraw from your course by the deadline. Otherwise, you might be surprised by a failing grade on your transcript!

### **What averages are required to receive a degree?**

To be eligible to receive a degree, students must achieve a 60% overall CWA, and 62.5% major CWA. If they are pursuing an Honours degree, students must achieve a minimum 70% overall CWA and 70% major CWA. Some degree programs require students to achieve a higher minimum grade to be eligible to receive an Honours degree.

### **If my grades are low in my first semester, will I be kicked out of university?**

No. An academic advisor can assist you in developing a strategy for success.

### **If I'm sick during final exams, what should I do?**

Take care of yourself and request a [Deferred Exam](#) within 3 business days of the scheduled final exam.

**If I fail a class, what should I do?**

[You can retake a class if you fail it.](#) When you retake a failed course, we only use the highest grade in calculation of your CWA.

**What do I do if I need extra help with a class?**

There are [several student support resources](#) available on campus. The University Library provides free workshops on a range of academic skills and topics, as well as math and stats help for introductory courses, structured study sessions for 100 level BIOL, CHEM, and PHYS courses, and writing help to all students. Additionally, they maintain a [vetted tutor registry](#).

**I have a diagnosis or condition which I am afraid will affect me academically. What should I do?**

[Contact Access and Equity Services \(AES\)](#) to find out about the types of supports and accommodations you may be able to access. While some students may be wary of making use of AES because they fear repercussions or feel that their degree is not as legitimate as other students, AES is strictly confidential, and using AES ensures that you receive an equitable opportunity to succeed.

**Is it hard to make it to class on time with the 10-minute break?**

For most students, 10 minutes is enough time to get to their next class. Over the summer you can visit campus to find out where all your classes are. See how long it takes you to get from building to building. If you discover that getting from one class to the next may be challenging, let your instructors know so that if you consistently arrive late, they know why. For students with mobility issues, speak to the professors about possible accommodation and consider contacting [Access and Equity Services](#).

**What happens if I get lost on campus?**

Ask someone – people are very friendly! If you are outside, you can always use the Arts building as a reference point (it's the tall tower), which is at the west end of campus. Before your first day of classes, come to campus and find the locations of all your classes so you have an idea of where to go and how long it takes to get there!

# Glossary of Terms

University jargon can feel like learning a whole new language. Listed below are a few terms you may encounter as you familiarize yourself with university life.

Term	Definition
<b>Class/Course</b>	The terms class and course are often used interchangeably to describe a unit of teaching offered by the University. You undertake courses to complete your degree requirements. Courses are identified by a subject area, number, and credit units (e.g., CHEM 112.3).
<b>Course Description</b>	Course descriptions can be found in the Course and Program Catalogue. They give you information about a particular course, such as the course name, course number, credit units, and the term(s) in which it is offered.
<b>CRN</b>	The Course Reference Number (CRN) is a unique 5-digit code assigned to each section of a course for registration purposes.
<b>cu</b>	Credit units (cu) are a numerical value assigned to every course. It represents the amount of content covered and workload required. In Arts and Science, most courses are worth three credit units (3 cu).
<b>CWA</b>	The Cumulative Weighed Average (CWA) is an indicator of academic performance. The CWA is calculated based on the grades you receive and the number of credit units you attempt.
<b>Full-Time Student</b>	Undergraduates are considered full-time students when taking 9 cu /term or more in Fall or Winter and 4 cu/term or more in Spring or Summer. Students with a permanent disability registered with AES may be eligible for full-time status on a reduced course load.
<b>Full Course Load</b>	A full course load is the maximum number of credit units a student can take in each term. For Fall and Winter this is 15 cu. In Spring and Summer this is 9 cu. Special permission can be requested to register in more than this, but students must meet CWA requirements and <a href="#">apply to the UGSO</a> .
<b>Graduation Standards</b>	Graduation Standards refer to the minimum CWA needed to complete your degree. Students need a 60% overall CWA with a 62.5% major CWA to meet Graduation Standards.
<b>Junior-Level Courses</b>	Junior-level classes are numbered from 100 to 199. These courses are usually introductory courses and prerequisites for senior-level courses.
<b>Lab</b>	A lab (short for laboratory) is part of a course where you do “hands on” work. A lab course allows for in-depth observation, participation, experimentation, or practice. Always check the class syllabus for the lab attendance policy.

<b>Lecture</b>	A lecture is part of a course where you receive information from the instructor. Usually this is done orally with the assistance of presentations or slides. Always check the class syllabus for the lecture attendance policy.
<b>NSID</b>	A Network Service ID (NSID) is a unique identifier issued to all members of the university community. NSIDs take the format of three letters followed by three numbers. Students use their NSID and password to access computer and network services such as PAWS, email, computer labs, and password protected sites.
<b>Part-Time Student</b>	At the University of Saskatchewan, an undergraduate student is considered part-time if they are registered in fewer than 9 cu/term during Fall or Winter terms.
<b>PAWS</b>	Personalized Access to Web Services (PAWS) is web-based platform used by all members of the university community. It is the portal that students use to check their USask email, register for courses, view their grades or transcripts, access their financial information, and access course content via Canvas.
<b>Prerequisite</b>	A prerequisite is a course or requirement that you must successfully complete before registering in a given course. They are listed in the Course Descriptions found in the Course and Program Catalogue.
<b>Probation</b>	<p>Probation is a Faculty Action that is applied when a student's CWA is not meeting Promotion Standards, but above the RTD standards. Students on Probation are restricted to a maximum 12 cu/term.</p> <p><i>See Promotion Standards and Faculty Actions</i></p>
<b>Promotion Standards</b>	<p>Promotion Standards refer to the minimum CWA needed to continue your study with no restrictions. Students that do not meet Promotion Standards could face a Faculty Action.</p> <p><i>See Promotion Standards and Faculty Actions</i></p>
<b>Quarter</b>	<p>Quarters are one-month blocks during the Spring/Summer session:</p> <p>Quarter 1 – May          Quarter 2 – June          Quarter 3 – July          Quarter 4 – August</p>
<b>Regular Session</b>	The Regular Session refers to the period between September and April and is made up of the Fall and Winter terms.
<b>RTD</b>	<p>Required to Discontinue (RTD) is a Faculty Action that is applied when a student's CWA is below RTD standards. Students with this Faculty Action must take a period of one year off their studies and reapply to come back.</p> <p><i>See Promotion Standards and Faculty Actions</i></p>

<b>Section</b>	A section refers to the different offerings of the same course (e.g., ENG 114.3 (03)). Some terms a course may have multiple sections of the same course that are taught by different professors, at different times, and in different locations.
<b>Seminar</b>	A seminar is an interactive part of the course. Typically, seminars are smaller groups and based on discussing current literature in the subject area. Always check the class syllabus for the seminar attendance policy.
<b>Senior-Level Courses</b>	Senior-level courses are those numbered from 200 to 499. Senior level courses involve a more in-depth look at the subject and commonly require a junior-level course prerequisites or a certain number of credit units completed at university.
<b>Spring/Summer Session</b>	Spring/Summer session (also known as intersession) refers to the time period between May and August, which is made up of the Spring and Summer terms.
<b>Syllabus</b>	The syllabus outlines the expectations of students in a course. It provides information on the basic elements of the course including course content, schedule, assessments, grading policy, and exams. The syllabus is an important document as it is considered official.
<b>TA</b>	A Teaching Assistant (TA) is a student hired to assist with a course. Typically, they are graduate students, but sometimes are senior undergraduate students. Their duties can include marking, conducting labs or tutorials, lecturing, and holding office hours. If your course has a TA they will be indicated on the syllabus.
<b>Term</b>	A term is an academic period of study: Fall Term (T1) – September to December Winter Term (T2) – January to April Multi-Term (T1T2) – September to April Spring and Summer Term 1 – May to June Spring and Summer Term 2 – July to August Spring and Summer Multi-Term – May to August
<b>Tutorial</b>	A tutorial is a weekly discussion-based session that accompanies lectures for certain courses. Tutorials can be led by the professor, or TA They are often used to clarify or further explore specific concepts taught in class. Always check the class syllabus for the tutorial attendance policy.

## Still have Questions?

Don't hesitate to [send us an email](#), or [book an appointment](#) with an academic advisor. Thank you for reading this handbook!