Applications for admission are submitted to the Admissions Office and consist of:

- 1. a completed application form;
- 2. a non-refundable \$55 (\$40 for New Brunswick residents) application fee;
- 3. an official transcript of high school or university marks, if applicable;
- 4. résumé of the candidate's experience in the program field;
- 5.

- Confirm your registration by arranging payment of tuition fees by the published September deadline. Without this confirmation, your registration in courses will be cancelled. For information on academic fees and regulations for payment, see Section Three: University Fees.
- 3. During the first week of classes in September, continuing students will receive an ID validation sticker for the current academic year.
- New first-year students beginning study in September will receive a guide to course selection and registration in April. This guide will explain academic requirements and options, and outline the services available to you. It will also contain information on how to register using our online course registration system, WebAdvisor.
- You will be encouraged to complete your course selections online as soon as you receive your registration package. For questions regarding course selection, students may contact advising@stu.ca. You will be able to access your course schedule online as well.
- Confirm your registration by arranging payment of tuition fees by the published September deadline. Without this confirmation, your registration in courses will be cancelled. For information on academic fees and regulations for payment, see Section Three: University Fees.
- 4. During the first week of classes in September, new students will be issued a photo identification card
- 1. The normal course load for full-time students in the Bachelor of Arts is 30 credit hours. The minimum course load for a full-time student is nine credit hours per semester. Students wishing to take more than 30 credit hours in any year beyond their first year, and having an annual GPA above 2.7 may, on application to the Registrar's Office, be permitted to take up to 18 credit hours per semester. Students having an annual GPA below 2.7 may apply in writing to the registrar to take more than 30 credit hours; these applications will be referred to the Senate Committee on Admissions and Academic Standing for consideration. Thirty-six (36) credit hours constitute the maximum allowed in the regular academic year. Eighteen (18) credit hours per semester constitute the maximum in a semester.
- 2. The normal course load in the Bachelor of Education and the post-degree Bachelor of Social Work programs is 60 credit hours.
- 3. A total of 12 credit hours is the normal course load maximum in each of intersession (May-June) and summer session (July-August).

The course subject, number, and abbreviated title, with the final grade and credit hours, are recorded on the academic record. The four digits of the course number provide some information concerning the course:

1. F M (N M

The following scale of the first-digit course numbers responds to the level of progression within the discipline:

0000 - non-credit, continuing education

1000 - introductory

2000 - intermediate

- 3000 advanced
- 4000 seminars, Honours, independent study
- 5000 second undergraduate, professional

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The second and third digits are determined by the academic Department.

• $E_{\text{The fourth digit designates the credit value of the course:}}$

- Eq. 6 = 6 credit hours, normally offered over two semesters of an academic year;
- 3 = 3 credit hours, normally offered within one semester of an academic year. In the case of courses with 12 credit hours, the final two digits designate the credit value.

A letter (or letters) designates a section of a course. A single course may be offered in different timeslots, by different professors, or in different locations. The single or double letters designate the different sections of the course.

To withdraw from a course, a student must notify the Registrar's Office Upt 1966 cyof machine.

4. students should ensure that they have the appropriate prerequisite background for the proposed courses.