

# Table of Contents

About the Calendar  
Academic Schedule  
Glossary  
Program Index  
Site Map

## INTRODUCTION

### Welcome to Kwantlen

Our Program Focus  
Our Commitment to Students  
Our Faculty

### Our History

Our Unique Heritage

### Mission & Mandate

Who We Are  
What We Do  
Access  
Scholarship  
Community  
Mentorship  
Stewardship

### Our Vision

### Goals and Strategies

### The Kwantlen Experience

Our Focus  
Engaged Faculty  
Superb Facilities

### Institutional Authority

## GENERAL CAMPUS INFORMATION

### General Campus Information

### Campus Locations & Contact Information

General Inquiries  
Surrey Campus  
Richmond Campus  
Langley Campus  
Cloverdale Campus

### Campus Hours of Operation

Campus Office Hours:  
Statutory Holidays

### Parking

Parking Information  
Disabled Parking  
Free Overflow Parking  
Transit Information

### Lost & Found

### Bookstore

### First Aid

### Safety and Security

Emergency Planning  
Security

### IT Resources for Students

IET Services  
IT Services  
Online Learning Resources  
Classroom and Lab Resources  
Other Resources  
Library Card  
Student Job Posting System  
Printing  
Software for Student Purchase  
IET Service Desk

## ADMISSIONS, REGISTRATION, & FINANCIAL ASSISTANCE

### Admissions, Registration & Financial Assistance

### Division of Student Affairs

Aboriginal Student Services  
Assessment and Testing Services  
Athletics and Recreation  
Co-operative Education and Career Services  
Counselling Services  
Educational Advising  
Office of Enrolment Planning and Technologies  
Office of New Student Programs  
Office of the Registrar  
Admissions, Graduation and Enrolment Services  
Admissions  
Transfer Credit  
Student Enrolment Services  
Graduation  
Records, Registration and Systems  
Student Records  
Enrolment Administration  
Operational Reporting

Coordination of Systems and Business Practices

Student Awards & Financial Assistance

Services for Students with Disabilities

Student Life and Development

## Student Enrolment Services

Who are we?

What do we do?

## International Students

International Student Services

Academic support

Non-Academic Support

Global Learning Experiences

Exchange

Field Schools

More Opportunities

OISS Contact Information

## For Future Students

Office of New Student Program Contact Information

## How to Apply

Open Admission Applications

Selective Entry Admission Applications

What if I am waitlisted for admission?

Applicants From Another College or University

## General University Admission Requirements

### 1. KPU's English Proficiency Requirement

Undergraduate-Level English Proficiency Requirement

High School Grades

Testing Options

KPU Course Completion Options

Vocational-Level English Proficiency Requirement

University Preparatory-Level English Proficiency Requirement

### 2. Admission Categories

Regular Admission

Mature Student Admission

Underage Admission

Special Admission

Concurrent Admission

### 3. Program Admission Requirements

## Admission Types

Selective Entry Admission

Fixed Term Admission

Continuous Intake Admission

## Application Timelines

Semester-Based Programs

Fixed Term Programs

Continuous Intake Programs

## Documents Required for Admission

## Assessment and Testing

## Credit for Previous Learning

Transfer Credit

Letter of Permission

Advanced Placement (AP) Program

Submitting Transcripts

Advanced Placement Grade Conversion

Transfer Credit for AP Courses

Declining Transfer Credit for AP Courses

International Baccalaureate (IB) Program

Submitting Transcripts

International Baccalaureate Grade Conversion

Transfer Credit for IB Courses

Declining Transfer Credit for IB Courses

Prior Learning Assessment

Methods of Prior Learning Assessment

Challenge Exam:

Standardized Test:

Products/Portfolio:

Demonstration:

Interview:

Worksite Assessment:

Self-assessment:

External Evaluation:

Other forms of assessment:

Exemption

## Financial Assistance & Awards

Entrance Scholarships at KPU

The Leaders of Tomorrow Entrance Scholarships

President's Award - \$20,000

Merit Award - \$5,000

Scholarships, Bursaries and Awards

General In-Course Awards

Program Awards

Awards for Graduating Students

Awards Outside of KPU

Student Loans

Canada Student Loans

Application Deadlines:

Tuition Payments and Fee Deferrals

### Application Deadlines:

- Interest-Free Status While Studying in School
- Repaying Your Student Loan
- US Federal Student Loans
- US Private Student Loans

### Available Grants

- Canada Student Grant / Loan for Part-Time Students

- Students with Permanent Disabilities

#### Application Deadlines:

- Adult Basic Education Student Assistance Program (ABESAP)

#### Application Deadlines:

- GI Bill Benefits (USA)

### Emergency Aid

- Emergency Loans
- Emergency Bursaries
- Homeowner Protection Office Bursary Program
- Aboriginal Emergency Assistance Fund

### Information for Parents

### Contact Us

- Hours of Operation / Appointments / Drop Ins
- Other Resources

## How to Register

### Course Selection

#### Course Load

- Semester Credit Hours
- Full-time Status
- Part-time Status

### Eligibility to Register

- Admission & Continuance
- Registration Deposit

### When to Register

- Registration Times
- Registration Priority

### Prerequisites and Co-requisites

### Late Registration

### Waitlists for Courses

## How to De-register

### Dropping a Course

### Withdrawing from a Course

- Fixed Term Programs
- Continuous Intake Programs

### Cancelled Courses

## Registration Regulations

### Repeating a Course

### Auditing a Course

### Guided Study

### Attending Class Without Registering

### Course Outlines

### Course Presentations

### Compassionate Withdrawal

## Tuition & Fees

### Registration Fees & Tuition Tables

#### What type of program?

- Charges for Open Admission or Selective Entry Programs (Credit-Based)

- Charges for Co-operative Education Work Terms

- Charges for Fixed Term Programs

- Charges for Continuous Intake Programs (Full-time)\*

- Charges for Adult Basic Education Programs

- Charges for Other Programs

- Temporary Insurance Plan (International students only)

- Proof of Coverage

- Opting Out

### About Kwantlen Student Association Fees

- Student Association Extended Health and Dental Plans

- Student Association Multi-Pass

## Other Fees

- Application Fees

- Pre-Admission Fees

- Payment Fees

- Program Completion Fees

- Exam and Grade Fees

- Miscellaneous Fees

- Testing & Assessment Fees

## Paying Your Fees

### How to Pay

- Credit Cards

- Passport to Education

- Scholarships, Bursaries and Loans

- Sponsored Students

- Fines, Balances, Refunds and Adjustments

- Returned Cheques

- Account Balances

- Refunds and Fee Adjustments

- Open Admission and Selective Entry

- Fixed Term Programs

- Continuous Intake Programs

- Guided Study

# STUDENT AFFAIRS

## Student Affairs

### Kwantlen Student Association

#### Services

Member Services

Student Association MultiPass

#### Other Services

BCBookWorm.com

GrassRoots Café-Lounge

Blossoming Lotus Studio

Reboot Computer Repair

START Volunteer Program

Extended Health & Dental

Lounges

Events & Student Life

Campus Clubs

Advocacy

Lobbying

Individual Advocacy

Liaisons

Contact Information

### Aboriginal Student Services

Where to Find Us

Contact Information

### Student Responsibilities

Rights and Responsibilities

Student Rights

Student Responsibilities

Attendance and Performance

Academic Honesty and Plagiarism

Student Conduct

Complaints

### Athletics and Recreation

Athletics

Recreation

Surrey Campus Facilities

### Student Life and Development

New Student Transition Support

Campus Life

Student Leadership Development

Contact Us

### Educational Advising

#### Counselling

Career Counselling

Personal Counselling

Academic Counselling

Appointments

### Co-operative Education

General Co-operative Education Requirements

Declaration Requirements

Continuance Requirements

Work Term Requirements

Registration

Completion Requirements

Delaying a work term

Student Conduct

Exit Requirements

Transferability of Work Terms

For More Information

### Career and Educational Resource Centres

### Services for Students with Disabilities

### Career Services

### Learning Centres

### Alumni

### Kwantlen Polytechnic University

### Foundation

Contact Us

# ACADEMIC AFFAIRS

## Academic Affairs

### Degrees & Credentials

Baccalaureate Degrees

Associate Degrees

Post Baccalaureate Diplomas

Diplomas

Post Baccalaureate Certificates

Advanced Certificates

Certificates

Citations

Certificates of Completion

Adult Graduation Diploma

### Student Records

Certified Copies of Academic Records for Legal Purposes

Confidentiality of Student Records

Accuracy of Student Records

Freedom of Information and Protection of Privacy Act

### Academic Regulations

Appeals of Academic Decisions

### Academic Standing

Dean's Honour Roll  
Good Academic Standing  
Academic Warning  
Academic Probation  
Required To Withdraw  
    Re-Admission on Academic Probation  
Academic Suspension  
    Re-Admission on Academic Suspension  
Academic Renewal

## Grades

Grading System  
Grade Point Average (GPA) Definitions  
    Quality points:  
    Grade Point Average (GPA):  
    Term GPA (TGPA):  
    Cumulative GPA (CGPA):  
    Program GPA (PGPA):  
Incomplete (I) Grade  
Experience Grading System  
Mastery Grading System  
Passing Grade in a Course  
Repeated Courses  
Grade Change / Error  
Grade Change / Appeal  
Availability of final grades for semester-based courses

## Graduation

Application for Graduation Credential  
Minimum Grade Point Averages  
Transfer of Courses for Graduation  
Course Substitutions  
Graduation with Distinction  
Timeframes for Completing Programs  
Convocation Ceremony

## Library: Coast Capital Savings Library

Smart Card  
Help with Research  
Collections and Services  
Borrowing and Fines  
For more information contact:

## Office of Research & Scholarship

# FACULTIES & PROGRAMS

- Faculty of Academic & Career Advancement
  - About the Faculty of Academic & Career Advancement
  - Access Programs for People with Disabilities

- Adult Basic Education: Certificates of Completion
- Adult Dogwood: BC Adult Graduation Diploma
- Career Choices and Life Success: Citation
- Bachelor of Arts Qualifying Year
- English Language Proficiency: Diploma
- English Language Preparatory Program
- University Qualifying Studies
- Adult Basic Education and Qualifying Studies Courses
- Educational Transitions

## ■ Faculty of Arts

- About the Faculty of Arts
- Bachelor of Arts Framework
- Associate of Arts Degree Framework
- Double Minor: Bachelor of Arts
- Arts: Diploma
- Arts: Certificate
- Counselling: Bachelor of Arts Minor
- Anthropology: Bachelor of Arts Major and Minor
- Anthropology: Associate of Arts Degree
- Asian Studies: Bachelor of Arts Major and Minor
- Asian Studies: Associate of Arts Degree
- Canadian Studies: Associate of Arts Degree
- Community Criminal Justice: Bachelor of Arts (also: Honours)
- Creative Writing: Bachelor of Arts Major and Minor
- Creative Writing: Associate of Arts Degree
- Criminology: Bachelor of Arts Honours, Major, and Minor
- Criminology: Associate of Arts Degree
- Criminology: Diploma
- Criminology: Certificate
- Economics: Bachelor of Arts Minor
- Economics: Associate of Arts Degree
- English: Bachelor of Arts Major and Minor
- English: Associate of Arts Degree
- Fine Arts: Bachelor of Fine Arts, Visual Arts
- Fine Arts: Diploma
- Fine Arts: Certificate
- General Studies: Bachelor of Arts Degree
- General Studies: Associate of Arts Degree
- General Studies: Diploma
- Geography: Bachelor of Arts Minor
- Geography: Associate of Arts Degree
- History: Bachelor of Arts Major and Minor
- History: Associate of Arts Degree
- Journalism: Bachelor of Journalism (also: Honours)
- Mathematics: Bachelor of Arts Minor
- Modern Languages

- Music, General Studies: Bachelor of Music in Musical Arts Degree
- Music: Associate of Arts Degree
- Music: Diploma
- Philosophy: Bachelor of Arts Honours, Major, and Minor
- Philosophy: Associate of Arts Degree
- Policy Studies: Bachelor of Arts Major
- Political Science: Bachelor of Arts Major and Minor
- Political Science: Associate of Arts Degree
- Psychology: Bachelor of Applied Arts (also: Honours)
- Psychology: Bachelor of Arts Honours, Major, and Minor
- Psychology: Associate of Arts Degree
- Psychology - Applied: Bachelor of Science (also: Honours)
- Sociology: Bachelor of Arts Major and Minor
- Sociology: Associate of Arts Degree
- Bachelor of Applied Arts in Psychology Liberal Education Electives
- Faculty of Business
  - About the Faculty of Business
  - Accounting: Bachelor of Business Administration
  - Accounting: Diploma
  - Accounting: Certificate
  - Applied Business Technology: Diploma
  - Business Administration: Diploma
  - Business Management: Diploma
  - Business Management: Certificate
  - Computer Information Systems: Diploma
  - Computer Information Systems: Certificate
  - Economics: Bachelor of Arts Minor
  - Economics: Associate of Arts Degree
  - Entrepreneurial Leadership: Bachelor of Business Administration
  - General Business Studies: Diploma
  - General Business Studies: Certificate
  - Human Resources Management: Post Baccalaureate Diploma
  - Human Resources Management: Bachelor of Business Administration
  - Information Technology: Bachelor of Technology
  - Legal Administrative Studies: Certificate
  - Marketing Management: Bachelor of Business Administration
  - Marketing Management: Diploma
  - Marketing: Certificate
  - Public Relations: Diploma
  - Faculty of Business Liberal Education Electives
- Faculty of Community & Health Studies
  - About the Faculty of Community & Health Studies
  - Critical Care Nursing: Post Baccalaureate Certificate
  - Gerontology-Based Therapeutic Recreation: Certificate
  - Graduate Nurse Qualifying: Certificate of Completion
  - Graduate Nurse Re-Entry: Citation
  - Graduate Nurse, Internationally Educated Re-entry: Certificate
  - Health Care Assistant: Certificate
  - Health Unit Coordinator: Certificate
  - Nursing: Bachelor of Science in Nursing Post-Baccalaureate
  - Nursing: Bachelor of Science in Nursing
  - Nursing: Degree Completion for Registered Nurses
  - Psychiatric Nursing: Bachelor of Psychiatric Nursing
  - Psychiatric Nursing: Degree Completion for Registered Psychiatric Nurses
  - Special Education Teacher Assistant: Certificate
- The Chip and Shannon Wilson School of Design
  - About the The Chip and Shannon Wilson School of Design
  - Fashion & Technology: Bachelor of Design
  - Fashion Marketing: Diploma
  - Foundations in Design: Certificate
  - Graphic Design for Marketing: Bachelor of Design
  - Interior Design: Bachelor of Interior Design
  - Product Design: Bachelor of Design
  - Technical Apparel Design: Post Baccalaureate Diploma
  - Graphic Design for Marketing Liberal Education Electives
  - Bachelor of Interior Design Liberal Education Electives
- Faculty of Science & Horticulture
  - About the Faculty of Science & Horticulture
  - Associate of Science Degree Framework
  - Biology: Bachelor of Science Major
  - Biology: Associate of Science Degree
  - Chemistry: Associate of Science Degree
  - Engineering: Certificate
  - Environmental Protection: Diploma of Technology
  - Geography: Associate of Science
  - Health Science: Bachelor of Science Major
  - Horticulture Technology: Diploma
  - Horticulture Technology: Citations
  - Mathematics: Bachelor of Arts Minor
  - Mathematics: Associate of Science Degree

- Physics: Associate of Science
- Plant Health: Bachelor of Horticulture Science Major
- General Science: Associate of Science Degree
- Science: Diploma
- Science & Math Information
- Sustainable Agriculture: Bachelor of Applied Science
- Urban Ecosystems: Bachelor of Horticulture Science Major
- Faculty of Trades & Technology
  - About the Faculty of Trades & Technology
  - Advanced Farrier Training: Certificate
  - Appliance Servicing: Certificate
  - Automotive Service Technician: Certificate (Foundation)
  - Carpentry/Building Construction: Citation (Foundation)
  - Computer Aided Design & Drafting: Diploma
  - Construction Electrician: Citation (Foundation)
  - Masonry: Citation (Foundation)
  - Metal Fabrication: Citation (Foundation)
  - Millwright/Industrial Mechanic: Citation (Foundation)
  - Outdoor Power Equipment Technician: Citation
  - Parts & Warehousing: Citation (Foundation)
  - Plumbing: Citation (Foundation)
  - Power Line Technician: Citation
  - Public Safety Communications: Certificate
  - Trades Innovation: Bachelor of Technology
  - Welding Level 'A': Citation
  - Welding Level 'B': Citation
  - Welding Level 'C': Certificate
- Apprenticeship Programs
  - About the Apprenticeship Programs
  - Arborist Technician: Apprenticeship
  - Automotive Service Technician: Apprenticeship
  - Building Envelope Technician: Apprenticeship
  - Carpentry/Building Construction: Apprenticeship
  - Construction Electrician: Apprenticeship
  - Industrial Mechanic/Millwright: Apprenticeship
  - Landscape Horticulture: Apprenticeship
  - Logistics & Distribution: Apprenticeship
  - Metal Fabrication: Apprenticeship
  - Parts & Warehousing: Apprenticeship
  - Plumbing: Apprenticeship
  - Production Horticulture: Apprenticeship
  - Welding: Apprenticeship

## COURSE DESCRIPTIONS

### Course Descriptions

#### General Liberal Education Electives

Active Courses

Inactive (discontinued) Courses

#### Quantitative Courses

#### Requesting Official Course Outlines

- Adult Basic Education (ABE\*)
- Applied Business Technology (ABTY)
- Accounting (ACCT)
- Agriculture (AGRI)
- Anthropology (ANTH)
- Access Programs For People With Disabilities (APPD)
- Appliance Servicing (APPL)
- Applied Science (APSC)
- Art History (ARTH)
- Asian Studies (ASIA)
- Automotive Service Technician (ASTA)
- Astronomy (ASTR)
- Biology (BIOL)
- Biology Qualifying (BIOQ)
- Business & Quantitative Methods (BUQU)
- Business (BUSI)
- Computer Aided Design & Drafting: Architectural (CADA)
- Computer Aided Design & Drafting (CADD)
- Computer Aided Design & Drafting: Industrial (CADI)
- Computer Aided Design & Drafting: Manufacturing and Fabrication (CADM)
- Computer Aided Design & Drafting: Structural (CADS)
- Community and Health Studies (CAHS)
- Carpentry/Building Construction (CARP)
- Computer Business Systems (CBSY)
- Career Choices and Life Success (CCLS)
- Critical Care Nursing (CCNG)
- Chemistry (CHEM)

- Chemistry Qualifying (CHEQ)
- Applied Communication (CMNS)
- Counselling Psychology (CNPS)
- Communications (COMM)
- Co-operative Education (COOP)
- Computer Science (CPSC)
- Criminology (CRIM)
- Creative Writing (CRWR)
- Cultural Studies (CUST)
- Product Design (DEPD)
- Design (DESN)
- Technical Apparel Design (DETA)
- Education, Community and Health Specialties (ECHS)
- Economics (ECON)
- Educational Studies (EDUC)
- Electrical (ELEC)
- English Language Studies Qualifying (ELSQ)
- English Language Studies (ELST)
- English (ENGL)
- English Qualifying (ENGQ)
- English for Trades (ENGT)
- Entrepreneurial Leadership (ENTR)
- Environmental Protection Technology (ENVI)
- Farrier Training (FARR)
- Fashion and Technology (FASN)
- Fine Arts (FINA)
- Foundations in Design (FIND)
- Fashion Marketing (FMRK)
- Financial Services (FNSR)
- French (FREN)
- Gerontology-Based Therapeutic Recreation (GBTR)
- Graphic Design For Marketing (GDMA)
- Geography (GEOG)
- Geology (GEOL)
- German (GERM)
- Graduate Nurse With English As An Additional Language (GNEA)
- Graduate Nurse Internationally Educated Re-entry (GNIE)
- Graduate Nurse Qualifying (GNQU)
- Graduate Nurse Re-Entry (GNUR)
- Health Unit Coordinator (HAUC)
- Health Care Assistant (HCAP)
- History (HIST)
- Horticulture (HORT)
- Human Resources Management (HRMT)
- Health Sciences (HSCI)
- Interdisciplinary Expressive Arts (IDEA)
- Interior Design (IDSN)
- Information Technology (INFO)
- Japanese (JAPN)
- Journalism (JRNL)
- Legal Administrative Studies (LGLA)
- Linguistics (LING)
- Mandarin (MAND)
- Mathematics (MATH)
- Mathematics Qualifying (MATQ)
- Math for Trades (MATT)
- Metal Fabrication (MFAB)
- Marketing (MRKT)
- Masonry (MSRY)
- Music (MUSI)
- Millwright (Industrial Mechanic) (MWIN)
- Nursing (NRSG)
- Philosophy (PHIL)
- Physics Qualifying (PHYQ)
- Physics (PHYS)
- Plumbing (PLMB)
- Political Science (POLI)
- Policy Studies (POST)
- Public Relations (PRLN)
- Partsperson (PRTS)
- Public Safety Communications (PSCM)
- Psychology (PSYC)
- Psychiatric Nursing (PSYN)
- Power Line Technician (PTEC)



- Punjabi (PUNJ)
- Security Management (SECU)
- Special Education Teacher Assistant (SETA)
- Sociology (SOCI)
- Spanish (SPAN)
- University Connections (UCON)
- Welding (WELD)
- Women's Studies (WOMN)