Instructor: Dr. Kathleen Hughes  
Phone: 403-210-7954  
Email: Kathleen.hughes@ucalgary.ca  
Office: Administration 262  
Office Hours: TBA

Course Description
This course provides a general introduction to the study of basic psychological processes. At the end of the course, you will have introductory-level knowledge of the basic subfields of psychology, scientific methods in psychology, and the major theories and processes in biological, cognitive, learning, and language areas of psychology.

Course Format
This course will largely be lecture based, but class time will also consist of discussions, demonstrations, and activities. Students are responsible for all material covered in lectures and in the textbook. Classes will include some (but not all) aspects of the textbook, as well as some additional material that does not appear in the textbook. Midterm tests and the final exam will draw on material presented in class (including class activities), material presented in the textbook, and Featured Articles posted on D2L. In addition, students will be asked to participate in article evaluations and/or hands-on research participation for course credit.

Class attendance is strongly advised. If you are not in class, you will still be held responsible for being aware of announcement made in class. The instructor cannot respond to email asking to repeat information presented in class or on the syllabus.

Prerequisites
There are no prerequisites for this course

Recommended Text
Course Learning Outcomes
The Department of Psychology is committed to student knowledge and skill development. The table below lists the key learning outcomes for this course, the program-learning outcomes they facilitate (see psyc.ucalgary.ca/undergraduate/program-learning-outcomes), and the expected level of achievement.

<table>
<thead>
<tr>
<th>Course Learning Outcomes</th>
<th>Assessment Methods</th>
<th>PLO(s)</th>
<th>Level(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify and compare different sub-fields of psychology</td>
<td>Multiple choice tests: Factual &amp; applied questions</td>
<td>1. 2. 7</td>
<td>I</td>
</tr>
<tr>
<td>Evaluate, decide, and apply terminology in psychology to specific, concrete examples</td>
<td>Multiple choice tests: Applied questions</td>
<td>1, 2, 5, 7</td>
<td>I</td>
</tr>
<tr>
<td>Recall and recognize basic knowledge of key theories, experiments, and figures in psychology through factual assessments</td>
<td>Multiple choice tests: Factual questions</td>
<td>1, 2</td>
<td>I</td>
</tr>
<tr>
<td>Reflect, organize, and apply theories and ideas in psychology in everyday life</td>
<td>Multiple choice tests: Applied questions</td>
<td>5, 7</td>
<td>I</td>
</tr>
<tr>
<td>Judge, evaluate, and ask questions about psychological issues</td>
<td>Multiple choice tests: Class activities questions</td>
<td>2, 5, 6</td>
<td>I</td>
</tr>
<tr>
<td>Demonstrate positive classroom citizenship through participation, and engagement</td>
<td>Multiple choice test: Class activity questions</td>
<td>1, 7</td>
<td>I</td>
</tr>
</tbody>
</table>

Notes. PLOs = Program-Learning Outcomes: 1 = demonstrate knowledge of psychological sciences, 2 = think critically and solve problems, 3 = conduct research and analyze data, 4 = communicate effectively, 5 = demonstrate information literacy, 6 = understand and implement ethical principles, 7 = apply psychological knowledge and skills. Level of PLO achievement facilitated by this course: I = introductory, C = competency, A = advanced.

Assessment Methods % of Final Grade Readings
Midterm 1 (September 30th) 24% Chapters 1 & 2
Midterm 2 (October 25th) 24% Chapters 3 & 4
Midterm 3 (November 18th) 24% Chapters 5 & 6
Final Exam (DATE TBA) 24% Chapters 7 & 8
Research Participation/Article Critiques 4%

Midterms & Final Exam
This course will include 4 multiple choice tests. Each test will include multiple choice items and be worth 24% of the final grade. Content on tests will be based on lecture content and textbook readings. The Final Exam is non-cumulative and will be scheduled by the Registrar’s Office at a later date. Calculators, cell phones, ipads, computers, books, and notes are not permitted during tests. Students must bring pencils, erasers, and their student ID card to each test date. Bottled water is also permitted.
Course Credits for Research Participation

**Experiential-Learning/Article-Evaluation Course Component (4% of final grade)**

This experiential-learning/article-evaluation component provides enriched learning opportunities in this introductory course. You can complete this component by participating in research studies (Option 1: Research Participation), by completing 1-page article evaluations from a designated list (Option 2: Article Evaluations), or by a combination of the two options. Thus, you will learn more about psychology by taking part in research studies and/or by reading and evaluating articles from a psychological perspective.

**Option 1: Research Participation.** Students can complete this course component by creating an account and participating in Departmentally approved research studies at [http://ucalgary.sonasystems.com](http://ucalgary.sonasystems.com). Students earn 0.5% (0.5 credits) for each full 30 minutes of participation. Each study will be followed by an educational debriefing experience. The demand for timeslots may exceed the supply in a given term. Thus, students are not guaranteed that there will be enough studies available to them to meet their credit requirements. Students should seek studies early in the term and should frequently check for open timeslots. **The last day to participate in research and allocate credits is Friday, December 6, 2019.**

**Option 2: Article Evaluations.** Students can complete this course component by reading and evaluating articles. Students earn 1% (1 credit) for each acceptable evaluation. Students can submit only one evaluation per due date (**September 20, October 11, November 1, November 22, 2019**), late submissions will not be accepted. Please consult the D2L for this course for more information about this option.

**Option 3: Combinations of Options 1 and 2.** Students can complete this course component through any combination of Options 1 and 2 (e.g., 3% through Option 1 and 1% through Option 2, or vice versa). Given that each article evaluation counts for 1%, students who complete, for example, 2.5% through Option 1 would need to complete two evaluations to successfully complete all 4% of this course component. As mentioned under Option 2, students can only submit one article evaluation per due date, late submissions will not be accepted. Thus, students who opt to combine Options 1 and 2 must plan ahead carefully.

**Tentative Lecture Schedule**

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>F Sep 6</td>
<td>Introduction</td>
<td>University Lectures begin.</td>
</tr>
<tr>
<td>M Sep 9</td>
<td>Unit 1: History of Psychology</td>
<td>Reading: Chapter 1</td>
</tr>
<tr>
<td>W Sep 11</td>
<td>Unit 1: History of Psychology</td>
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</tr>
<tr>
<td>R Sep 12</td>
<td></td>
<td>Last day to drop a class without a penalty</td>
</tr>
<tr>
<td>F Sep 13</td>
<td>Unit 1: History of Psychology</td>
<td>Last day to add or swap a course</td>
</tr>
<tr>
<td>M Sep 16</td>
<td>Unit 2: Science of Psychology</td>
<td>Reading: Chapter 2</td>
</tr>
<tr>
<td>W Sep 18</td>
<td>Unit 2: Science of Psychology</td>
<td></td>
</tr>
<tr>
<td>F Sep 20</td>
<td>Unit 2: Science of Psychology</td>
<td>Fee payment deadline for Fall Term full and half courses. <strong>RPS Article Due for those who select this option (Worth 1%)</strong></td>
</tr>
<tr>
<td>M Sep 23</td>
<td>Unit 2: Science of Psychology</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Unit/Reading</td>
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<tr>
<td>W Sep 25</td>
<td>Unit 3: Biological Psychology</td>
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<tr>
<td>F Sep 27</td>
<td>Unit 3: Biological Psychology</td>
<td></td>
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<tr>
<td>M Sep 30</td>
<td><strong>Midterm 1: Units 1 &amp; 2 (Worth 24%)</strong></td>
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<tr>
<td>W Oct 2</td>
<td>Unit 3: Biological Psychology</td>
<td></td>
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<tr>
<td>F Oct 4</td>
<td>Unit 3: Biological Psychology</td>
<td></td>
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<tr>
<td>M Oct 7</td>
<td>Unit 3: Biological Psychology</td>
<td></td>
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<tr>
<td>W Oct 9</td>
<td>Unit 4: Sensation &amp; Perception</td>
<td></td>
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<tr>
<td>F Oct 11</td>
<td>Unit 4: Sensation &amp; Perception</td>
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<tr>
<td></td>
<td><strong>RPS Article Due for those who select this option (Worth 1%)</strong></td>
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</tr>
<tr>
<td>W Oct 16</td>
<td>Unit 4: Sensation &amp; Perception</td>
<td></td>
</tr>
<tr>
<td>F Oct 18</td>
<td>Unit 4: Sensation &amp; Perception</td>
<td></td>
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<tr>
<td>M Oct 21</td>
<td>Unit 5: Consciousness</td>
<td></td>
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<tr>
<td>W Oct 23</td>
<td>Unit 5: Consciousness</td>
<td></td>
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<tr>
<td>M Oct 28</td>
<td>Unit 5: Consciousness</td>
<td></td>
</tr>
<tr>
<td>W Oct 30</td>
<td>Unit 5: Consciousness</td>
<td></td>
</tr>
<tr>
<td>F Nov 1</td>
<td>Unit 6: Learning</td>
<td></td>
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<td></td>
<td><strong>RPS Article Due for those who select this option (Worth 1%)</strong></td>
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<tr>
<td>M Nov 4</td>
<td>Unit 6: Learning</td>
<td></td>
</tr>
<tr>
<td>W Nov 6</td>
<td>Unit 6: Learning</td>
<td></td>
</tr>
<tr>
<td>F Nov 8</td>
<td>Unit 6: Learning</td>
<td></td>
</tr>
<tr>
<td>Nov 10-16</td>
<td>Term Break No Classes</td>
<td></td>
</tr>
<tr>
<td>M Nov 18</td>
<td><strong>Midterm 3: Units 5 &amp; 6 (Worth 24%)</strong></td>
<td></td>
</tr>
<tr>
<td>W Nov 20</td>
<td>Unit 7: Memory</td>
<td></td>
</tr>
<tr>
<td>F Nov 22</td>
<td>Unit 7: Memory</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>RPS Article Due for those who select this option (Worth 1%)</strong></td>
<td></td>
</tr>
<tr>
<td>M Nov 25</td>
<td>Unit 7: Memory</td>
<td></td>
</tr>
<tr>
<td>W Nov 27</td>
<td>Unit 7: Memory</td>
<td></td>
</tr>
<tr>
<td>F Nov 29</td>
<td>Unit 8: Cognition</td>
<td></td>
</tr>
<tr>
<td>M Dec 2</td>
<td>Unit 8: Cognition</td>
<td></td>
</tr>
<tr>
<td>W Dec 4</td>
<td>Unit 8: Cognition</td>
<td></td>
</tr>
<tr>
<td>F Dec 6</td>
<td>Unit 8: Cognition</td>
<td></td>
</tr>
<tr>
<td>Dec 9-19</td>
<td><strong>Final Exam: Units 7 &amp; 8 (Worth 24%)</strong></td>
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<tr>
<td></td>
<td>Fall Final Exam Period</td>
<td></td>
</tr>
</tbody>
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Dr. Hughes’ Class Policies

Class Attendance: Class attendance is strongly advised. Students should always plan to attend class unless for documented medical, compassionate, and extra-curricular reasons. All tests are dependent upon attending the lectures.

Email Policy: Dr. Hughes will make every effort to respond to student emails within 48 hours. If an email does not receive a response within 48 hours, please send it again. Do not email the Instructor concerning assignments or exams within 12 hours of the deadline for said assignment or exam. Please include the course number somewhere in the email (subject header, your signature, etc.). The instructor cannot respond to emails asking to repeat information presented in class or on the syllabus.

PowerPoint Policy: The PowerPoint slides will be posted within 24 hour of the completion of each Unit. PowerPoint slides will be posted in full, with the exception of photos or videos. External links used in class will be embedded in the PowerPoint file.

Laptop/Cell Phone Policy: Student may bring laptops, cell phones, and electronics to class for the purpose of taking notes and recording lectures. Please sit in the back of the classroom if you will be multi-tasking with a large screen which may distract those behind you.

Audio Recordings: Students are permitted to make audio recordings of the lectures with their personal devices. However, students are not permitted to post recordings of class online or share publicly.

Exam Questions: Exam questions will be designed to be fair, clear, and valid measures of your knowledge of the course material. Exams will be designed to distinguish between students who actively “took” the course, and students who did not attend or study. Questions on the exam will NOT include “all of the above,” “none of the above,” or obvious trick questions. After completion of the final exam, Dr. Hughes will conduct a critical item-analysis of each exam question. Any questions that were deemed unclear or unfair will be dropped or considered bonus items.

Department of Psychology Criteria for Letter Grades
Psychology professors use the following criteria when assigning letter grades:
A+ grade: Exceptional Performance. An A+ grade indicates near perfect performance on multiple choice and short answer exams. For research papers/essays/course projects/presentations, an A+ grade is awarded for exceptional work deserving of special recognition and is therefore not a common grade.

A, A- Range: Excellent Performance. Superior understanding of course material. Written work is very strong in terms of critical and original thinking, content, organization, and the expression of ideas, and demonstrates student’s thorough knowledge of subject matter.

B Range: Good Performance. Above average understanding of course material. Written work shows evidence of critical thinking and attention to organization and editing but could be improved in form and/or content.
C Range: *Satisfactory Performance.* Adequate understanding of course material. Knowledge of basic concepts and terminology is demonstrated. Written work is satisfactory and meets essential requirements but could be improved significantly in form and content. Note: All prerequisites for courses offered by the Faculty of Arts must be met with a minimum grade of C-.

D range: *Marginally meets standards.* Minimal understanding of subject matter. Written work is marginally acceptable and meets basic requirements but requires substantial improvements in form and content. Student has not mastered course material at a level sufficient for advancement into more senior courses in the same or related subjects.

F grade: *Course standards not met.* Inadequate understanding of subject matter. Written work does not meet basic requirements. Student has not demonstrated knowledge of course material at a level sufficient for course credit.

**Grading Scale**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
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<tbody>
<tr>
<td>A+</td>
<td>96-100%</td>
</tr>
<tr>
<td>A</td>
<td>90-95%</td>
</tr>
<tr>
<td>A-</td>
<td>85-89%</td>
</tr>
<tr>
<td>B+</td>
<td>80-84%</td>
</tr>
<tr>
<td>B</td>
<td>76-79%</td>
</tr>
<tr>
<td>B-</td>
<td>72-75%</td>
</tr>
<tr>
<td>C+</td>
<td>67-71%</td>
</tr>
<tr>
<td>C</td>
<td>63-66%</td>
</tr>
<tr>
<td>C-</td>
<td>59-62%</td>
</tr>
<tr>
<td>D+</td>
<td>54-58%</td>
</tr>
<tr>
<td>D</td>
<td>50-53%</td>
</tr>
<tr>
<td>D-</td>
<td>45-49%</td>
</tr>
<tr>
<td>F</td>
<td>0-49%</td>
</tr>
</tbody>
</table>

As stated in the University Calendar, it is at the instructor’s discretion to round off either upward or downward to determine a final grade when the average of term work and final examinations is between two letter grades.

To determine final letter grades, final percentage grades will be rounded up or down to the nearest whole percentage (e.g., 89.5% will be rounded up to 90% = A but 89.4% will be rounded down to 89% = A-).

**Reappraisal of Graded Term Work** [http://www.ucalgary.ca/pubs/calendar/current/1-2.html](http://www.ucalgary.ca/pubs/calendar/current/1-2.html)

A student who feels that a piece of graded term work (term paper, essay, test, etc.) has been unfairly graded, may have the work reappraised as follows. The student shall discuss the work with the instructor *within ten business days* of being notified about the mark or of the item's return to the class. If not satisfied, the student shall take the matter to the head of the department offering the course within 2 business days of receiving the decision from the instructor, who will arrange for a reappraisal of the work *within the next ten business days.* The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected. Students in faculties without a departmental structure should take the matter to the dean, or designate, of the faculty offering the course. The result of that reappraisal will be given to the student in writing along with information about appealing the reappraisal.

*The reappraisal of graded term work may cause the grade to be raised, lowered or to remain the same. There is no limit to the number of pieces of graded work that a student may request be reappraised, however a single piece of work may only be reappraised once.*
Reappraisal of Final Grade [http://www.ucalgary.ca/pubs/calendar/current/i-3.html]

In the reappraisal of a final grade, the only element that will be considered is the grading of the final assessment that makes up the final mark (e.g., final examination, final project, final paper). An exception may occur when the Instructor of Record evaluates a piece of graded term work at the end of the term; that grade may also be considered in a reappraisal of final grade.

A student seeking a reappraisal of a final grade should first attempt to review the final assessment with the department or faculty offering the course. After which, the student shall obtain a Reappraisal of Final Grade form from ucalgary.ca/registrar (under Student Forms). The student must indicate exactly what error was made in marking the final assessment and/or in computing the final grade. The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected.

Students requesting a reappraisal of a final grade must submit their request by the following dates:

- Fall Term – March 1
- Winter Term – June 30
- Spring Intersession – August 15
- Summer Term – October 15
- Supplemental Examinations: 30 calendar days from the date the examination was written

For information relating to Law, Veterinary Medicine and the Cumming School of Medicine (MD) courses, please refer to the faculty section.

The reappraisal form shall be submitted to Enrolment Services who will forward it to the department head or dean of the faculty offering the course. Reappraisals of final grades are dealt with by the head of the academic unit in consultation with members of academic staff. Normally, the department/faculty will respond to a reappraisal request within thirty calendar days of its initiation. After the reappraisal is completed, the department shall return the form to the Registrar's Office who shall inform the student in writing of the decision.

Students should be aware that the grade being reappraised may be raised, lowered or remain the same. A student may request a reappraisal of final for a maximum of two courses in one academic year (September 1 – August 31)

Plagiarism and Other Academic Misconduct

Intellectual honesty is the cornerstone of the development and acquisition of knowledge and requires that the contribution of others be acknowledged. Consequently, plagiarism or cheating on any assignment is regarded as an extremely serious academic offense. Plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Students should examine sections of the University Calendar that present a Statement of Intellectual honesty and definitions and penalties associated with Plagiarism/Cheating/Other Academic Misconduct.

Academic Accommodations
The student accommodation policy can be found at: ucalgary.ca/access/accommodations/policy. Students needing an Accommodation because of a Disability or medical condition should communicate this need to Student Accessibility Services in accordance with the Procedure for Accommodations for Students with Disabilities ucalgary.ca/policies/files/policies/student-accommodation-policy. Students needing an Accommodation based on a Protected Ground other than Disability, should communicate this need, preferably in writing, to the instructor.

Seating During Exams
Instructors and exam invigilators are free to ask students to move seats before an exam begins or even during an exam. Students must comply with this request and refusal to do so may warrant a charge of academic misconduct.

Absence From A Test/Exam
Makeup tests/exams are NOT an option without the approval of the instructor. A student may be asked to provide supporting documentation for an exemption/special request for a make-up exam https://www.ucalgary.ca/pubs/calendar/current/n-1.html. Students who miss a test/exam have up to 48 hours to contact the instructor to ask for a makeup test/exam. It’s the instructor’s discretion if they will allow a make-up exam. Students who do not schedule a makeup test/exam with the instructor within this 48-hour period forfeit the right to a makeup test/exam. At the instructor’s discretion, a makeup test/exam may differ significantly (in form and/or content) from a regularly scheduled test/exam. Once approved by the instructor a makeup test/exam must be written within 2 weeks of the missed test/exam during exam make-up hours provided by the department http://psychology.ucalgary.ca/undergraduate/exam-and-course-information#mues.

If a student cannot write their final exam on the date assigned by the Registrar’s Office, they need to apply for a deferred exam https://www.ucalgary.ca/registrar/exams/deferred-exams.

Travel During Exams
Consistent with University regulations, students are expected to be available to write scheduled exams at any time during the official December and April examination periods. Requests to write a make-up exam because of conflicting travel plans (e.g., flight bookings) will NOT be considered by the department. Students are advised to wait until the final examination schedule is posted before making any travel arrangements. If a student cannot write their final exam on the date assigned by the Registrar’s Office, they need to apply for a deferred exam https://www.ucalgary.ca/registrar/exams/deferred-exams. Students with an exceptional extenuating circumstance (e.g., a family emergency) should contact the Department of Psychology psyugrd@ucalgary.ca.

Freedom of Information and Protection of Privacy (FOIP) Act
The FOIP legislation disallows the practice of having student's retrieve tests and assignments from a public place. Therefore, tests and assignments may be returned to students during class/lab, or during office hours, or will be made available only for viewing during exam review sessions scheduled by the
Department. Tests and assignments will be shredded after one year. Instructors should take care to not link students’ names with their grades, UCIDs, or other FOIP-sensitive information.

Acknowledgments and Respect for Diversity
Our classrooms view diversity of identity as a strength and resource. Your experiences and different perspectives are encouraged and add to a rich learning environment that fosters critical thought through respectful discussion and inclusion. The Department of Psychology would also like to acknowledge the traditional territories of the people of the Treaty 7 region in southern Alberta. The City of Calgary is also home to Métis Nation of Alberta, Region III.

Wellness and Mental Health Resources
The University of Calgary recognizes the pivotal role that student mental health plays in physical health, social connectedness and academic success, and aspires to create a caring and supportive campus community where individuals can freely talk about mental health and receive supports when needed. We encourage you to explore the excellent mental health resources available throughout the university community, such as counselling, self-help resources, peer support or skills-building available through the SU Wellness Centre (Room 370, MacEwan Student Centre, https://www.ucalgary.ca/wellnesscentre/services/mental-health-services) and the Campus Mental Health Strategy website (http://www.ucalgary.ca/mentalhealth/).

Evacuation Assembly Point
In case of an emergency evacuation during class, students must gather at the designated assembly point nearest to the classroom. The list of assembly points is found at http://www.ucalgary.ca/emergencyplan/assemblypoints. Please check this website and note the nearest assembly point for this course.

Student Organizations
Psychology students may wish to join the Psychology Undergraduate Students’ Association (PSYCHS). They are located in Administration 130 and may be contacted at 403-220-5567.

Student Union VP Academic: Phone: 403-220-3911 suvpaca@ucalgary.ca
Student Union Faculty Rep.: arts1@su.ucalgary.ca

Student Ombudsman’s Office
The Office of the Student Ombudsmen provides independent, impartial and confidential support for students who require assistance and advice in addressing issues and concerns related to their academic careers. The office can be reached at 403-220-6420 or ombuds@ucalgary.ca (http://www.ucalgary.ca/provost/students/ombuds)

Safewalk
The safewalk program provides volunteers to walk students safely to their destination anywhere on campus. This service is free and available 24 hrs/day, 365 days a year. Call 403-220-5333.

Important Dates
The last day to drop this course with no “W” notation and still receive a tuition fee refund is Thursday, September 12, 2019. Last day add/swap a course is Friday, September 13, 2019. The last day to withdraw from this course is Friday, December 6, 2019.