

ASSOCIATE OF ARTS (INTERNATIONAL BUSINESS) DEGREE (60 credits)

Program Planning Worksheet (Last reviewed June 2024)

BEFORE USING THIS ADVISING TOOL, please ensure that you have read the important disclaimer and policies included on the reverse of this form.

6 credits (2 courses) in first-year English

ENGL 100 (3)* ENGL 101 (3) ENGL 102 (3)	ENGL 103 (3) ENGL 110 (3)
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9 credits (3 courses) in Science

Quantitative <i>One of:</i>	Lab Science <i>One of:</i>	Statistics <i>One of:</i>
COMM 291 (3) MATH 105 (3) CPSC 100 (4) MATH 115 (3) CPSC 111 (4) MATH 123 (3) CPSC 112 (4) MATH 151 (3) CPSC 115 (3) MATH 152 (3) CPSC 150 (3) MATH 232 (3) CPSC 165 (4) MATH 251 (3) CPSC 225 (4) MATH 255 (3) CPSC 250 (3) PSYC 218 (3) CPSC 276 (3) STAT 200 (3) CPSC 295 (3) STAT 270 (3) MATH 100 (3) MATH 104 (3)*	BIOL 100 (4) CHEM 202 (4) BIOL 101 (4) PHYS 100 (4) BIOL 102 (4) PHYS 141 (4) BIOL 105 (4) PHYS 142 (4) BIOL 106 (4) PHYS 152 (4) BIOL 110 (4) PHYS 153 (4) BIOL 120 (4) BIOL 201 (4) BIOL 204 (4) CHEM 100 (4) CHEM 101 (4) CHEM 102 (4) CHEM 201 (4)	COMM 291 (3)* PSYC 218 (3) STAT 200 (3) STAT 270 (3)

36 credits (12 courses) in Arts

6 credits in Humanities, other than English	6 credits in Social Sciences	6 additional credits in Arts (humanities or social sciences)	18 credits in second year Arts taken in 2 or more subject areas
<i>Two of:</i> INST 101 (3) POLI 100 (3)	<i>Two of:</i> ECON 103 (3) ECON 105 (3)	<i>One of:</i> SOCI 100 (3) SOCI 103 (3) <i>One of:</i> ANTH 101 (3) ENGL 220 (3) PHIL 110 (3) ANTH 160 (3) ENGL 221 (3) PHIL 120 (3) ASIA 100 (3) ENGL 222 (3) PHIL 203 (3) ASIA 101 (3) ENGL 223 (3) PHIL 210 (3) ASIA 200 (3) ENGL 224 (3) PSYC 101 (3) ASIA 201 (3) FILM 101 (3) PSYC 102 (3) ASIA 202 (3) FILM 102 (3) PSYC 221 (3) CMNS 110 (3) FILM 200 (3) PSYC 223 (3) CMNS 130 (3) FREN 100 (3) PSYC 241 (3) CMNS 226 (3) FREN 101 (3) PSYC 250 (3) CMNS 230 (3) GEOG 101 (3) PSYC 260 (3) CMNS 253 (3) GSWS 100 (3) PSYC 280 (3) ECON 100 (3) HIST 101 (3) SOCI 100 (3) ECON 260 (3) HIST 102 (3) SOCI 103 (3) ECON 280 (3) HIST 106 (3) SOCI 200 (3) ECON 290 (3) HIST 110 (3) SOCI 210 (3) ECON 291 (3) HIST 200 (3) SOCI 220 (3) ECON 295 (3) HIST 201 (3) SOCI 228 (3) ENGL 100 (3) HIST 223 (3) SOCI 230 (3) ENGL 101 (3) HIST 224 (3) SOCI 240 (3) ENGL 102 (3) HIST 225 (3) SOCI 250 (3) ENGL 103 (3) HSCI 130 (3) SPAN 100 (3) ENGL 110 (3) PHIL 100 (3)	<i>All of:</i> ECON 255 (3) POLI 200 (3) SOCI 240 (3) <i>Three of:</i> ASIA 200 (3) PHIL 203 (3) ASIA 201 (3) PHIL 215 (3) ASIA 202 (3) POLI 200 (3) CMNS 226 (3) PSYC 217 (3) CMNS 230 (3) PSYC 218 (3) CMNS 253 (3) PSYC 221 (3) ECON 210 (3) PSYC 223 (3) ECON 260 (3) PSYC 241 (3) ECON 280 (3) PSYC 250 (3) ECON 290 (3) PSYC 260 (3) ECON 291 (3) PSYC 280 (3) ECON 295 (3) SOCI 200 (3) ENGL 220 (3) SOCI 210 (3) ENGL 221 (3) SOCI 220 (3) ENGL 222 (3) SOCI 228 (3) ENGL 223 (3) SOCI 230 (3) ENGL 224 (3) SOCI 240 (3) FILM 200 (3) SOCI 250 (3) HIST 200 (3) HIST 201 (3) HIST 224 (3) HIST 225 (3)

9 credits (3 courses) in Commerce

<i>Three of:</i>		
COMM 100 (3)	COMM 290 (3)	COMM 294 (3)
COMM 237 (4)*	COMM 291 (3)	COMM 296 (3)
COMM 280 (3)	COMM 292 (3)*	COMM 298 (3)
COMM 281 (3)	COMM 293 (3)*	

Courses cannot be used to meet more than one requirement.

*ENGL 100, MATH 104, COMM 291, COMM 237, COMM 292, COMM 293 are required for students planning to transfer to SFU's Beedie School of Business. COMM 294 is also required, and may be taken after transfer. For transfer planning to other institutions, contact Academic Advising.

IMPORTANT INFORMATION FOR STUDENTS IN THE ASSOCIATE DEGREE PROGRAM

General Disclaimer

Please check the semester schedule for course availability and inquire with an Academic Advisor regarding annual course offerings. It is the student's responsibility to fulfill the degree requirements, and to adhere to Alexander College policies and procedures on degree completion and graduation. Academic Advising is not responsible for any circumstances that may prevent the student from graduating, such as failed courses, misunderstanding of degree requirements, or other factors. Academic advice provided to a student is valid at the time of advising. In the event of a discrepancy between this document and the Academic Calendar, the Academic Calendar takes precedence.

Students are encouraged to update their study plan with an Academic Advisor on a regular basis. Program requirements and applicability of courses on the degree planning worksheet are subject to change.

English and Academic Prerequisites

All courses at Alexander College have English level prerequisites. EAL English levels 068-099 have been applied as prerequisites for all academic courses. Other prerequisites may be met by either completing transferable courses at other BCCAT member institutions or by successfully completing a prerequisite course at the College.

Repeated Courses

Students are not permitted to retake courses once they have passed a course for which it is a prerequisite. If the student has not completed (e.g., failed or withdrawn from) a prerequisite course, they are considered to have not completed it and may therefore retake the course. Exception: students who have completed ENGL 099 level and below may elect to take a lower-level EAL course without restriction.

A student who attempts a course (university transfer or EAL) at Alexander College may choose to attempt the course a second time. However, if a student wishes to attempt a course a third or subsequent time, they must submit an appeal to the Registrar.

Precluded Courses

Some course with substantially similar content preclude credit for one another (i.e., credit is granted for only one of these courses).

Grade Point Average (GPA)

For each course included in the calculation of GPA, the course Grade Point value is multiplied by the number of course credits. The resulting values are summed over all courses, and the total is divided by the total number of credits. The result is the Grade Point average, or GPA. To determine term GPA, add the point value for all courses in a given term and divide by the total number of attempted credits in the term. To determine the cumulative GPA, add the point value for all courses and divide by the total number of attempted credits. Please note:

- GPA values are rounded up or down to the nearest hundredth of a percentage.
- Where a course has been successfully repeated, only the higher grade is used in the calculation of the GPA.
- Courses numbered 099 and lower are not used in the calculation of GPA.
- Both semester and cumulative GPA values are listed on the student's permanent record.

Minimum CGPA Requirement for Graduation

To be eligible for graduation in an Associate Degree program, students must complete all program requirements with a minimum cumulative grade point average of 2.0 (equivalent to a 'C' average). If the student's GPA is lower than 2.0, they may need to repeat some courses to meet this requirement. Please consult an Academic Advisor for help selecting courses to repeat.

Transferring Credit toward an Associate Degree

Transferability of courses is determined by the receiving institution.

Credit for courses taken outside of Alexander College may not exceed one half of the total credit required for an Associate degree (i.e., not more than 30 credits), and unassigned credit (e.g., 1XX or 2XX) may not exceed 25% of the total credit required for an Associate degree (i.e., not more than 15 credits). Credit transfer cannot be used as a substitute for meeting all of the credential requirements. *For the full policy on Transfer Credit, please view the Academic Calendar online: <http://alexandercollege.ca/admissions-and-registration/academic-calendar/>*

For courses completed in Canada, students may apply to transfer a maximum of ten subjects (to a maximum of 30 credits) per request. For courses completed outside of Canada, students may apply to transfer a maximum of five subjects (to a maximum of 15 credits) per request. Additional requests may be considered after the previous request has been completed. To ensure that the program learning outcomes are met, a maximum of 25% international transfer credit may be applied to an Associate degree.

Change of Program

Students may request to change their program of study at any time during the academic year, subject to availability and provided they meet the requirements of the program requested. General and specific program requirements are available in the Alexander College Academic Calendar, website, or from an Academic Advising office.

Canadian Job Readiness:

Effective Fall 2023 onward --For a smooth transition into the Canadian workforce, all graduates must complete the mandatory Canadian Job Readiness program: (CJR) <https://canvas.alexandercollege.ca/courses/648>

Application for Graduation

Students may apply for graduation after the first day of class in their final (expected) term. Early applications for graduation will be held pending release of final grades at the end of term. To submit an application for graduation, students are required to meet with the Officer, Transfer Credit and Graduation to review program requirements, calculate GPA, and complete an official Application for Graduation form. An Application for Graduation fee applies. To learn more about the graduation process, visit: <https://alexandercollege.ca/admissions-and-registration/graduation/>

Contact Information

Academic Advising (help choosing courses): academicadvising@alexandercollege.ca

Application for Graduation/Graduation Advising Appointment: graduation@alexandercollege.ca