

## 6. GRADUATION

Sections 6.1 to 6.12, pertain to graduation procedures from the First Nations University of Canada/ University of Regina programs. See section 6.13 for graduation information from the Nursing Education Program of Saskatchewan (NEPS) and section 6.14 for graduation information from the National School of Dental Therapy.

### 6.1 Governing Academic Program

Students follow the requirements of their academic program that were in effect in the year they were admitted to it, unless (a) that version of the program is terminated or (b) they obtain the permission of their faculty to follow a different set of requirements. In the case of programs requiring choice of a major, the governing program is the one in effect at the time the student chooses the major.

When a program or set of program requirements is terminated, the faculty sets a deadline for students who are currently in the program to complete its requirements. Students who are readmitted or transfer to the faculty are required to follow a new program unless otherwise stated. Students who have not completed the old program requirements by the deadline must choose a new program.

If a program or set of program requirements must be terminated without notice, students will be assisted in finding courses to substitute for those that are no longer offered.

### 6.2 University Minimum GPAs

A minimum PGPA of 60.00% is required for graduation.

A minimum PGPA of 80.00% is required for graduation with Distinction.

A minimum PGPA of 85.00% is required for graduation with Great Distinction.

In all undergraduate faculties, the average required for graduation will be calculated only on those courses which form part of the degree program (failed courses and extra courses are not included).

Each faculty may set its own standards for graduation provided that they are not less than the University minima. Students should check with their faculty advisors regarding these standards.

### 6.3 Applying to Graduate

In order to graduate, students must complete and submit an Application for Graduation form. It is recommended that they apply when they register for the final courses in their program. Forms are available at Student Success Services/Registrar's Office or University of Regina at the Regina Campus, Student Success Services/Registrar's Office, Saskatoon Campus, and Student Success Services/Registrar's Office, Northern Campus.

Application for graduation may be submitted at any time, before or after the completion of program requirements, and are processed in the order in which they are received. Students who are applying to graduate at the end of Fall or Winter semester are recommended to submit their applications to their faculty, department or college at least three months before the project completion of their program.

Students who apply to graduate between August 1 and January 31, and who complete their program requirements no later than the end of the Winter semester, are eligible to attend Spring Convocation. Those who apply between February 1 and July 31, and who complete their program requirements no later than the end of the Spring/Summer session, are eligible to attend Fall Convocation.

### 6.4 Approval to Graduate and Conferral of Degrees

The eligibility of all applicants for graduation is checked by the faculty that will confer the degree (for students registered at the First Nations University of Canada, a first check is made by the First Nations University of Canada and a final check by the faculty). Applicants must have successfully completed all the requirements for the degree, diploma, or certificate for which they have applied, and must meet the minimum GPAs for graduation in that program.

When program requirements have been met, the faculty recommends the applicant for approval of graduation to Executive of Council monthly from September to November and January to June. The relevant degree, diploma, or certificate is conferred by the University Chancellor approximately a week after approval by Executive of Council.

### **6.5 Graduands on Letter of Permission**

Students who, in the final semester before graduation, are approved by their faculty or college to take a course towards their program at another post-secondary institution must have official transcripts sent from that institution to the University of Regina Admissions Office certifying their final grade. The official transcript must be received in the Admissions Office at least 3 business days before the meeting of Executive of Council to approve the lists of graduands. In practice, this means that students who are on a letter of permission in the Winter semester are unlikely to be eligible to graduate at Spring Convocation.

### **6.6 Transcript Records**

All degree information except the date conferred appears on students' official transcripts as soon as their faculty has approved them for graduation. Degrees are conferred at Convocation. The date of conferral appears on the official transcript once the ceremony has been held.

### **6.7 Diplomas**

Additional information and forms referred to in the followings items may be obtained from the convocation website:

<http://uregina.ca/convocation/>

#### **6.7.1 Diploma Name**

Diplomas are printed with the full legal name of the graduate, as recorded in the University's student information system at the time of graduation. Students are required to provide proof to the Registrar's Office, at least 2 weeks before Convocation, in support of any request for correction or change of name. Refer to section 3.13 for more information.

Diplomas are issued at the Convocation ceremony to those graduates who are attending. The remaining diplomas are held at the Registrar's Office for approximately 3 weeks and are then mailed. In the interim, graduates may collect their diploma but must provide proof of identity. A third party must have written, signed authorization from the graduate in order to collect a diploma.

#### **6.7.2 Early Release of Diploma**

Recent graduates who need their diploma before the Convocation at which it is to be issued may apply to have it released immediately, by applying to the Registrar's Office using the "Early Release of Parchment" form on the Convocation home page ([www.uregina.ca/convocation](http://www.uregina.ca/convocation)), accompanied by the processing fee.

#### **6.7.3 Replacement Diplomas**

It is possible to obtain a replacement diploma if the original has been damaged or lost (replacements are identified as such), by applying to the Registrar's Office using the "Replacement Diploma" order form on the Convocation home page ([www.uregina.ca/convocation](http://www.uregina.ca/convocation)), accompanied by the processing fee. A damaged diploma must be turned in to the Registrar's Office in exchange for its replacement. Replacement diplomas are not issued for changes of name.

### **6.8 Financial Hold on Graduation**

Students who have an uncleared account with First Nations University of Canada and/or University of Regina Financial Services, the Library, AV Services may be approved for graduation and may participate in the Convocation ceremony, but their diploma and other certification, including transcripts, will be withheld until their account is paid in full.

## 6.9 Convocation and Convocation Ceremonies

University of Regina convocation meets twice a year to admit students to degrees and to award scholarships and prizes. These ceremonies are usually held in early June, and mid-October.

The First Nations University of Canada holds a separate ceremony in addition to the University of Regina Convocation ceremonies. Notification of dates will be available from the First Nations University of Canada Registrar's Office.

Students who apply to graduate between August 1 and January 31, and who complete their program requirements no later than the end of the Winter semester, are eligible to attend Spring Convocation; those who apply between February 1 and July 31, and who complete their program requirements no later than the end of the Spring/Summer session, are eligible to attend Fall Convocation. Towards the end of March, for Spring, and towards the end of August, for Fall, those who are eligible to attend Convocation are sent a package from the University of Regina which includes the date of their Convocation ceremony, a request form for tickets, and information about the ceremony, photographs, social functions, and other services available to graduates (e.g. diploma framing). Parents and friends are encouraged to attend the ceremony and the following reception. Every effort is made to fill all requests for guest tickets, but the constraints of space at the Saskatchewan Centre of the Arts sometimes necessitate setting a limit.

Information contained in the Convocation package is available on the University's Convocation home page ([www.uregina.ca/convocation](http://www.uregina.ca/convocation)) soon after the packages are distributed.

DEGREE	HOOD DESCRIPTION
Bachelor of Administration	royal blue outside and white inside trim
Bachelor of Adult Education & Training	forest green outside and grey inside trim
Bachelor of Applied Science	emerald green outside and inside trim
Bachelor of Arts	white outside and inside trim
Bachelor of Arts Honours	white outside and inside trim
Bachelor of Arts in Journalism	light blue outside and inside trim
Bachelor of Arts in Police Studies	white outside trim and scarlet inside trim
Bachelor of Business Administration	royal blue outside and white inside trim with gold trim affixed to outer edge
Bachelor of Education	violet outside and inside trim
Bachelor of Education (Indian Education)	violet outside and inside trim (sky blue hood)
Bachelor of Fine Arts	white outside trim and apple-blossom pink inside trim
Bachelor of Human Justice	dark orange outside and inside trim
Bachelor of Human Resource Development	grey outside trim and forest green inside trim
Bachelor of Indian Social Work	citron yellow outside and inside trim (sky blue hood)
Bachelor of Journalism	light blue outside trim and white inside trim
Bachelor of Kinesiology	silver grey inside and outside trim and navy blue border with silver cord
Bachelor of Medical Imaging	teal outside and inside trim
Bachelor of Music	scarlet outside and inside trim
Bachelor of Music Education	scarlet outside and inside trim
Bachelor of Physical Activity Studies	silver grey inside and outside trim and navy blue border
Bachelor of Science	mint green outside and inside trim
Bachelor of Science Honours	mint green outside and inside trim
Bachelor of Social Work	citron yellow outside and inside trim
Bachelor of Vocational/Technical Education	grey outside trim and violet inside trim

## 6.10 Academic Dress

Academic dress depends on the qualification conferred. Graduands who are receiving a degree wear a gown and hood; graduands receiving a diploma or certificate wear a gown only, although those who have already earned a degree may opt to wear the hood of that degree. **NOTE:** First Nations University of Canada graduates, gowns are sky blue with ribboned sky-blue hoods.

## 6.11 Saskatchewan Post-Secondary Graduate Tax Credit

Each December, the University of Regina Registrar's Office supplies a list of the year's graduates to Saskatchewan Learning, which determines the eligibility of the individual graduate to receive the Saskatchewan post-Graduate Tax Credit and issues the relevant certificates. Non-receipt of the certificate should be reported to Post-Secondary Graduate Tax Credit, 3805 Albert Street, Regina SK S4P 3V7. Students who do not wish to be included on the list submitted to Saskatchewan Learning must check the opt-out box on the Application for Graduation form.

## 6.12 Awarding of Additional and Concurrent Degrees

Upon formal application by a student, the University may permit enrolment in two

concurrent undergraduate programs (this is not the same as enrolment in a joint program leading to two degrees; joint programs are indicated as such in the faculty sections of this Calendar and on the Application for Undergraduate Program Admission). A student's primary program will be the one the student declares as such, subject to any approved faculty regulations. Faculties will determine which of their undergraduate programs cannot be taken concurrently with another, and will publish this information.

As well, students who already hold a bachelor's degree from the University of Regina or another institution may pursue undergraduate studies leading to additional bachelor's degrees of the same or another designation.

The following conditions apply to concurrent and additional programs. Conditions 4-5 apply to degree programs only, and not to diplomas or certificates.

1. In order to graduate with a degree, diploma, or certificate, a student must first be admitted to the associated program (see section 2.6.7). Exceptions to this regulation may be approved by the dean of the faculty that offers the program.
2. All the requirements of each program must be met.
3. If students hold a first degree from another institution, they must meet the faculty's residence requirement for subsequent programs.
4. The principal area of study or academic emphasis of each degree program must be different. This determination will be made by the dean of the faculty that offers the second degree program.
5. Thirty additional credit hours must be completed for each additional degree beyond the first. If the degree programs are of different lengths, then the cumulative total required is 30 credit hours plus the credit hours of the longer program. For example, a student who completes both a three-year (90 credit hour) and a four-year (120 credit hour) degree program, in either order or concurrently, requires 150 credit hours (30 + 120) in order to graduate with the second degree. Formal after-degree programs may require additional credit hours.

When a student who is enrolled in two programs concurrently graduates from a primary program and the secondary program remains valid and current, the former secondary program becomes the primary program. A new student primary program record will be created by either the Registrar's Office (programs in different faculties) or the student's faculty or college (programs in the same faculty).

### **6.13 Nursing Education Program of Saskatchewan (Northern Campus)**

Students graduating from the Nursing Education Program of Saskatchewan are recognized at the First Nations University of Canada convocation ceremonies. Contact the Northern Campus for information regarding graduation procedures.

### **6.14 National School of Dental Therapy (Northern Campus)**

Students graduating from the National School of Dental Therapy are recognized at the First Nations University of Canada convocation ceremonies. Contact the National School of Dental Therapy for information regarding graduation procedures.