

# Glossary of Terms

## Academic classification

First year: students who have 0-26 sem. hrs.  
 Second year: students who have 27-56 sem. hrs.  
 Third year: students who have 57-89 sem. hrs.  
 Fourth year: students who have 90 or more sem. hrs.

## Academic discipline

One subject area within a faculty; e.g. English is an academic discipline in the Faculty of Humanities and Social Sciences. Not necessarily a major.

## Academic Probation

A temporary status imposed on a student for not meeting the academic standards required by the University. Certain additional responsibilities are involved, specified by the University's Probation Committee.

## Academic year

The period from Labour Day in September to and including graduation day in April of the following year. Trinity Western operates on a two-semester system. Fall semester extends from September to December; spring semester from January to April.

## Advanced standing

In exceptional circumstances, students may have taken studies which allow them to omit a required course or courses and to take more advanced work than ordinarily prescribed in the initial stages of a department program. Exemption from a required course does not carry credit.

## Auditor

A student who pays a fee to sit in on a course without the right to write papers or exams. Auditors are not entitled to credit. Change to audit must occur within the normal course change times. Faithful attendance is expected.

## Bachelor's degree

At Trinity Western University, these include Bachelor of Arts, Bachelor of Business Administration, Bachelor of Education, Bachelor of Human Kinetics, Bachelor of Science, or Bachelor of Science in Nursing (B.A., B.B.A., B.Ed., B.H.K., B.Sc., B.Sc.N.). The degree granted for completing an undergraduate baccalaureate program (usually four or five years of post-secondary education).

## Concentration

30 sem. hrs. in a single discipline, including 12-18 sem. hrs. of upper level courses.

## Co-operative education

See Co-operative Education, Additional Curricular Activities section of this Calendar.

## Core Requirements

Normally, a cluster of 45 sem. hrs. that must be taken as part of graduation requirements for all baccalaureate degrees.

## Course

A prescribed part of a subject area or discipline; e.g. ENGL 103 Introduction to Literature: Short Fiction and Poetry.

## Credit

A completed unit of university work or recognized equivalent. At TWU, academic work is assigned in semester hours (sem. hrs.).

## Dean

The chief academic officer of an academic faculty. The designation also applies to other senior academic administrators; e.g., Dean of School of Business, etc.

## Department (academic)

An academic administrative unit for a particular discipline within a faculty in which a major is offered. e.g. Department of Communications in the Faculty of Professional Studies and Performing Arts.

## Department Chair

Faculty member responsible for administration of a department.

## Directed Study Courses

Courses intended to allow students to explore academic areas of special interest not normally provided by the existing curriculum. Students are also permitted to take directed studies to upgrade or retake a low-graded or failed course, or to take a required course that they were unable to fit in during a previous semester. A maximum of 12 sem. hrs. of directed study is permitted in a degree program. A student may normally take no more than one directed study course per semester.

## Elective

A course not specifically required by a student's degree program.

## Enrolment Services

The combined Registration and Student Accounts office located on the upper floor of the Mattson Centre where students register for courses, add or drop courses, inquire about grades, receive letters for agencies, order transcripts, and make student account payments and inquiries.

## Faculty

One of four broad academic groupings in the University, headed by a Dean (Faculty of Humanities and Social Sciences, Faculty of Natural and Applied Sciences, Faculty of Professional Studies and Performing Arts, Faculty of Graduate Studies). The term "faculty" may also be used to describe all of the full or part-time teaching professors or instructors.

## Faculty member classification

Professor: the most senior faculty rank as scholar, teacher, and researcher.

Associate Professor: middle rank as a professor.

Assistant Professor: initial rank as a professor.

## Full-time student

A student registered in 12 sem. hrs. or more in a semester.

## General Studies

A B.A. degree in General Studies is available by combining two minors, at least one of which is not a natural or applied science; the B.Sc. in General Studies is available by combining any two Natural Science minors. Aviation students are required to take two concentrations (30 sem.hrs. each), one of which is Aviation, to earn a General Studies degree.

**Grade**

The letter indicating an instructor's evaluation of a student's achievement in a particular course or academic project.

**Grade Point Average (GPA)**

A student's GPA is the numerical average obtained when a student's letter grades are converted to the 4-point scale (A=4, B=3, etc.) with appropriate weighting for the semester hour weight of each course. The cumulative GPA refers to the GPA average obtained for all courses taken by a student at TWU up to that time.

**Honours degree**

A baccalaureate degree program which requires more extensive upper level specialization in an academic discipline than that of a standard major (between 12 and 18 sem. hrs. more at TWU, which are added to the total required for graduation), a higher overall GPA (e.g. 3.0 instead of 2.0), and often more demanding requirements such as an honours thesis.

**Humanities**

A category of academic disciplines within the Faculty of Humanities and Social Sciences that focuses on the study of human cultures, critical and analytical methods of inquiry, human values, and the God-given gifts of language and creative expression. At TWU, this grouping includes English, Ancient and Modern Languages, Philosophy, and Religious Studies.

**Interdisciplinary Study**

The insight of two or more disciplines focused on a single course.

**Lower level courses**

Courses numbered from 100 to 299

**Major**

A subject area of specialization consisting of at least 42 sem. hrs. in one discipline, or 54-60 sem. hrs. in one faculty, including at least 24 sem. hrs. of upper level courses.

**Minor**

24 sem. hrs. in a single discipline, normally including 12 sem. hrs. of upper level courses.

**Multidisciplinary major**

54 to 60 sem. hrs. with at least two minors and covering three disciplines, including at least 24 sem. hrs. of upper level courses.

**Part-time student**

A student registered in 11 or fewer sem. hrs. in a semester.

**Plagiarism**

Any form of cheating by means of unacknowledged reproduction of ideas and/or actual words of other persons, leaving an impression that these are the student's own ideas or original work.

**Pre-professional programs**

Programs of study leading to further study in professions such as medical doctor, dentist, engineer, lawyer, and for which students must complete additional education at an institution other than TWU.

**Semester**

A term or period of instruction corresponding to one-half of the academic year; each semester lasts approximately 15 weeks, including the final exam period.

**Semester hours (sem. hrs.)**

A unit of credit normally representing one hour weekly of class work for a term of approximately 13 weeks. Laboratory work, a necessary component of many science and language courses, does not normally add extra credit value to the course.

**Social Sciences**

A category of academic disciplines within the Faculty of Humanities and Social Sciences that study individual and social behaviour and activity, both past and present, in diverse cultural settings. At TWU, this grouping includes Anthropology, Economics, Geography, History, Political Studies, Psychology, and Sociology.

**Transcript**

An official copy of a student's permanent academic record.

**Transfer credit**

Credit granted for work completed at another institution towards a degree at TWU.

**Upper level courses**

Courses numbered from 300 to 499

**Validation**

The process that allows students who have completed Ontario Academic Courses to obtain up to 12 sem. hrs. of credit toward a degree program, by taking 200 level course work (or higher) and obtaining a minimum C- grade in the same subject area at the University. The B.C. College of Teachers does not recognize OAC validation. See Admissions section of Calendar for specific information.

**Visiting student**

Student coming from another university with written permission to take specific courses at Trinity Western for transferring back to the other institution.