## MEMORANDUM

| attention | Senate | date | September 11, 2015 |
| :--- | :--- | :--- | :--- |
| from | Gordon Myers, Chair | Pages | $1 / 1$ |
|  | Senate Committee on |  |  |
| Re: | Undergraduate Studies | Beedie School of Business (Revised SCUS 15-30) |  |

## For information:

Acting under delegated authority at its meeting of September 10, 2015 SCUS approved the following curriculum revision effective Fall 2017.

1. Admission requirement changes to the Major and Joint Major programs

## MEMORANDUM

To: Jo Hinchliffe
Senate Committee on Undergraduate Studies

From: Andrew Gemino, Chair
Beedie School of Business
UG Curriculum Committee

Date: $\operatorname{Aug}$ 18, 2015
Subject: Beedie materials for upcoming SCUS meeting

The Undergraduate Curriculum Committee in the Beedie School of Business approved:

## Fall 2016 Changes:

1. Calendar Change - Admission Language
a. Memo to SCUS: Implementation Timeline
b. Calendar Language Changes to all Beedie Admission Pathways

Would you please place these items on the September 10, 2015 Senate Committee on Undergraduate Studies agenda?

Sincerely,


Beedie School of Business

## MEMORANDUM

| ATtention | SCUS |
| :--- | :--- |
| FROM | Andrew Gemino, Associate Dean, Undergraduate Programs, Beedie School of Business |
| RE: | Changes to Beedie's Admission Requirements for Fall 2017 for Post-Secondary Transfer Students |
| DATE | August 14, 2015 |

The Beedie School of Business at Simon Fraser University would like to expand its use of the broad based admissions process to all categories of admission. All students applying to the Beedie School for Fall 2017 onward will be required to submit a supplemental application form.

The inclusion of a supplemental form affords the Beedie School of Business the ability to assess a student more holistically across all admission routes. While the supplemental application "may" include the items noted in the list of supplemental form components, it is not necessary that all or any of these application items be used within each admission category. This list of items should be viewed as optional rather than mandatory. The admission language changes proposed will provide the Beedie School with the tools to adjust admission practices to recruit and attract the best students, but it does not commit or compel the Beedie School to using any or all of these applications tools for a given pathway.

To provide a transition period for applicants, the Beedie School will pilot the use of broad based admissions for transfer students applying for Fall 2016. Transfer students (excluding FIC) who meet the current grade point average (GPA) required for admission will be admitted directly to the school. Transfer students who do not meet the current GPA required for admission but who have a minimum GPA of 2.80 will have the option to submit a supplemental application. Beedie's broad based evaluation committee will competitively select these students for admission.

## Signed:



Dr. Andrew Gemino, Associate Dean Undergrad, Beedie School of Business

## Beedie School of Business Calendar Changes

When: Fall 2017
Summary of Change:

- Changes to Beedie's admission requirements for Fall 2017 for all admission categories


## Rationale:

The inclusion of a supplemental form affords the Beedie School of Business the ability to assess student more holistically across all admission routes. While the applications "may" include the items noted in the list of supplemental form components, it is not necessary that all or any of these application items be used within each admission category. This list of items should be viewed as optional rather than mandatory. The admission language changes proposed will provide the Beedie School with the tools to adjust admission practices to recruit and attract the best students, but it does not commit or compel the Beedie School to using any or all of these applications tools for a given pathway.

## Where:

- Beedie Faculty Page
- Admission requirements for Beedie and other important faculty notes
- Each of the 9 Joint Major as noted below


## What:

## A) Admission Language Revisions

## 1) Faculty Page

## Student Responsibility

It is the responsibility of each student to be aware of faculty regulations as stated in this Calendar. Departmental and faculty advisors and staff are available for advice and guidance. However, the ultimate responsibility for completeness and correctness of course selection, for compliance with and completion of program and degree requirements and for observance of regulations and deadlines rests with the student.

## Undergraduate Programs

- Major and Joint Major Admission Requirements
- Joint Major Admission Requirements
- Minor Admission Requirements
- Double Degree Admission Requirements
- Non-Majors' Access to Business Courses
- Grade Requirements


## 2) Faculty Page Details

## Major and Joint Major-Admission Requirements

For admission to the major or a joint major* program within the Beedie School of Business, students will be competitively selected eompetitively-from one of the following four streams. To be considered for admission to the faculty, students in eategories 2, 3 and 4 must have completed each lower division required course-with a minimum C grade.
*Joint Major Applieants: All students wishing to pursue a joint major with the Beedie Sehool of Business and anether faculty must be admissible to both pregrams that comprise the joint major.

Students admitted direetly to the Beedie Sehool of Business through a seeondary sehool (Category 1) or external pestsecondary transfer (Category 2), must satisfy any admission requirements listed for the non-Business pertion of the joint major program in order to have their plan changed from a major to a joint major.

Students admitted to an SFU faculty outside of the Beedie School of Business must be admissible to both the Beedie Sehool of Business via internal transfer (Category 3- of 4), and the other program that comprises that particular joint major (exeept in the ease of the Psychology and Business Joint Major Program).

For further details on required courses-for-admission, refer to the speeifie business joint major program requirements.

## Major Applieants:-

EATEGQRY 1-DIRECT FROM SECONDARY SCHOOL(CATEGORY 1)
A portion of the annual admission will be competitively selected from secondary school graduates, or students with less than 24 units of transferable coursework from another post-secondary-institutionwork, based on the general Simon Fraser University admission requirements, faculty specific admission requirements, and a supplemental application form. The supplemental application may include:

- An explanation of extra-curricular experience (i.e. in the areas of: athletics, arts, community leadership/involvement, work experience, and/or entrepreneurship)
- Short answer questions
- Online video interview
- References, with at least one being academic in nature
an assessment of overall leadership petential and extra-curricular achievements. Suceessful applieants will have experience in one-or more of the following extra-eurrieular areas:- entrepreneurship, secial aetivism, athleties, arts (performing, visual, musie, and writing), community leadership and/or invelvement, eareer pregression or other areas.

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GATEGORY 2 EXTERNAL TRANSFER - DIRECT FROM A RECOGNIZED POST-SECONDARY
INSTITUTION (CATEGORY 2)
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A portion of the annual admission will be competitively selected from students transferring from a recognized postsecondary institution. These-students must who have completed all of the nine required lower division courses** (except BUS 207 and 254 which may be completed after faculty admission) and submitted a supplemental application form.
Students will be-selected competitively based on grades achieved in the nine lower division required courses**. Of the required courses, a maximum of 2 of the 9 courses may be repeated one time each for admission.

The supplemental application may include:

- An explanation of extra-curricular experience (i.e. in the areas of: athletics, arts, community leadership/involvement, work experience, and/or entrepreneurship)
- Short answer questions
- Online video interview
- References, with at least one being academic in nature

EATEGQRY 3-INTERNAL TRANSFER - ALL COURSES AT SIMON FRASER UNIVERSITY (CATEGORY 3)

A portion of the annual admission will be competitively selected from students who have completed all of their courses at Simon Fraser University, including the required nine lower division courses** (except BUS 207 and 254 which may be completed after faculty admission), and submitted a supplemental application form. Students will be selected competitively based on the grades achieved in the 9 lower division required courses.**-Of the required courses, a maximum of 2 of the 9 courses may be repeated one time each for admission. The supplemental application may include:

- An explanation of extra-curricular experience (i.e. in the areas of: athletics, arts, community
leadership/involvement, work experience, and/or entrepreneurship)
- Short answer questions
- Online video interview
- References, with at least one being academic in nature

Note that a minimum Simon Fraser University cumulative grade point average (CGPA) of $2.4 \underline{0}$ is also required for admission to the faculty.

EATEGORY 4 INTERNAL TRANSFER - SOME SIMON FRASER UNIVERSITY AND OTHER POST-SECONDARY COURSES (CATEGORY 4)

A portion of the annual admission will be competitively selected from students who have completed some courses at Simon Fraser University and some courses at another post-secondary institution(s), including the required nine lower division courses** (except BUS 207 and 254 which may be completed after faculty admission) and submitted a supplemental application form. Students will be selected competitively based on the grades achieved in the 9 lower division required eourses** eamed at Simen Fraser University and other institutions. Of the required courses, a maximum of 2 of the 9 courses may be repeated one time each for admission. The supplemental application may include:

- An explanation of extra-curricular experience (i.e. in the areas of: athletics, arts, community


## leadership/involvement, work experience, and/or entrepreneurship)

- Short answer questions
- Online video interview
- References, with at least one being academic in nature

Note that a minimum Simon Fraser University cumulative grade point average (CGPA) of $2.4 \underline{0}$ is also required for admission to the faculty.
**The nine required lower division courses are as follows:

- BUS 237-3 Introduction to Business Technology Management
- BUS 251-3 Financial Accounting I
- BUS 272-3 Behaviour in Organizations
- ECON 103-4 Principles of Microeconomics
- ECON 105-4 Principles of Macroeconomics
and one of:
- BUEC 232-4 Data and Decisions I
- STAT 270-3 Introduction to Probability and Statistics
and one of:
- MATH 150-4 Calculus I with Review
- MATH 151-3 Calculus I
- MATH 154-3 Calculus I for the Biological Sciences
- MATH 157-3 Calculus I for the Social Sciences
and two of $\wedge$.
- ENGL 101-3 Introduction to Fiction
- ENGL 102-3 Introduction to Poetry
- ENGL 103-3 Introduction to Drama
- ENGL 104-3 Introduction to Prose Genres
- ENGL 105-3 Introduction to Issues in Literature and Culture
- ENGL 199W-3 Introduction to University Writing
- PHIL XX1-3 Critical Thinking
- PHIL 100-3 Knowledge and Reality
- PHIL 120W-3 Moral Problems
- WL 101W-3 Writing About Literature
- WL 103W-3 Pre-Modern World Literature
- WL 104W-3 Modern World Literature
${ }^{\wedge}$ any one, but not more than one of these courses may be replaced by any three unspecified transfer units in English or in ENGL-Writing at the 100-or 200-level

APPLICATION PROCEDURES
Students applying directly from a secondary school (Category 1) or an external post-secondary sehoolinstitution (Category
2) should apply to the faculty at the same time that they apply for admission to the University. The supplemental application can be found on Beedie's website.
or external pest-secendary institution (Category 2) should apply to the faeulty at the same time that they apply for admission to the University.

Internal transfer (Category 3 or 4) applicants should apply to the faculty after completing 30 units. Students should apply during the term in which the lower division requirements (except BUS 207 and 254) are completed. The supplemental application can be found on Beedie's website.

Students not accepted upon initial application may reapply. Unsuccessful applicants may appeal through the faculty admissions appeals committee.

## APPLICATION DEADLINES

Visit http://beedie.sfu.ca/bba/apply for application deadlines.

## Joint Major Admission Requirements

All students wishing to pursue a joint major with the Beedie School of Business and another department/faculty must be admissible to both programs that comprise the joint major.

DIRECT FROM SECONDARY SCHOOL (CATEGORY 1) OR EXTERNAL TRANSFER - DIRECT FROM A RECOGNIZED POST-SECONDARY INSTITUTION (CATEGORY 2)

Students must first gain admittedssion directly-to the Beedie School of Business through athe secondary school (Category 1) or anthe external post-secondary sehoelinstitution (Category 2) application process. Once attending SFU, the studentmust satisfy anythe admission requirements listed for the non-Business portion of the joint major program in order to have their Business plan changed from a major to a joint major. Students should consult with both Beedie and the accompanying joint major department/faculty before applying to the joint major program.

COURSES COMPLETED AT BOTH SIMON FRASER UNIVERSITY ONLY, OR BOTH SFU AND ANOTHER POST-SECONDARY INSTITUTION(S) (CATEGORY 3 \& 4)

Students admitted to an SFU faculty outside of the Beedie School of Business must be admissible to both the Beedie School of Business via internal transfer (Category 3 or 4), and the other program that comprises that particular joint major (except in the case of the Psychology and Business Joint Major Program).

When applying to Beedie, students will be competitively selected for admission based on the specific course requirements for the particular joint major program and a supplemental application form. Note that a minimum Simon Fraser University cumulative grade point average (CGPA) of 2.40 is also required for admission to any business joint major program. Students should consult both Beedie and the accompanying joint major department/faculty before applying to the joint major program.

For further details on the required courses for admission, please refer to the specific business joint major program requirements.

APPLICATION PROCEDURES

Applicants should apply to the faculty during the term in which the lower division requirements are completed. The supplemental application can be found on Beedie's website.

Students not accepted upon initial application may reapply. Unsuccessful applicants may appeal through the faculty admissions appeals committee.

## APPLICATION DEADLINES

Visit http://beedie.sfu.ca/bba/apply for applications deadlines.

## B) Joint Major Revisions

## 1) Communications JMA:

## ADMISSION REQUIREMENTS - BEEDIE SCHOOL OF BUSINESS

Internal transfer (Category 3 or 4) applicants should apply to Beedie by submitting a supplemental application form after completing 30 units (including lower division requirements, except BUS 207 and BUS 254), meeting a 2.40 CGPA at SFU, and must either already be accepted to the Communication portion of the Joint Major or be eligible for admission that term. The supplemental application can be found on Beedie's website. Students not accepted upon initial application may reapply. Unsuccessful applicants may appeal through the faculty admissions appeals committee.

## 2) Economics JMA:

Beedie School of Business Admission Requirements

Internal transfer (Category 3 or 4) applicants should apply to Beedie by submitting a supplemental application form after completing 30 units (including lower division requirements, except BUS 254), meeting a 2.40 CGPA at SFU, -and must either already be accepted to the Economics portion of the Joint Major or be eligible for admission that term. The supplemental application can be found on Beedie's website. Students not accepted upon initial application may reapply. Unsuccessful applicants may appeal through the faculty admissions appeals committee.

## 3) Computing Science JMA:

ADMISSION REQUIREMENTS - BEEDIE SCHOOL OF BUSINESS

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For admission to the Beedie School of Business, students will be selected competitively from one of the following twe streams. To be considered for admission to the faeulty, students in eategories 3 and 4 must have completed each lower division required course with a minimum $C$ grade.

Gategory 3-Internal Transfer-all eourses-at Simon Fraser University

A portion of the annual admission will be selected from students whe have completed all of their courses at Simen Fraser University ineluding the lower division requirement courses (exeept BUS 254 which may be completed after faculty admission). Students will be selected competitively based on the grades achieved in the eight lower division required eourses,** with a maximum of two repeated courses on these eight lower division courses. Note that a minimum Simen Fraser University eumulative grade point average (CGPA) of 2.4 is required.

Category 4 Internal Transfer - some-Simon Fraser University and other post-secondary courses

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A pertion of the annual admission will be selected from students whe have completed some courses at Simen Fraser University and some at other pest-seeondary institutions ineluding the lower division requirement courses (exeept BUS 254 which may be completed after faculty admission). Students will be selected competitively based on the grades achieved in the-eight lower division required courses earned at Simen Fraser University and other institutions, ** with a-maximum of two repeated courses on these eight lower division courses. Note that a minimum Simon Fraser University eumulative grade point average (CGPA) of 2.4 is required.
** eight lower division courses are as follows:
\begin{tabular}{l|l}
- & BUS 251 Finaneial Aceounting I (3) \\
- & BUS 272 Behavior in Organizations (3) \\
- & ECON 103 Principles of Mieroeconomies (4) \\
- & ECON 105 Prineiples of Maeroeconomies (4) \\
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            BUEC 232 Data and Deeisions I (4)
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|  | MATH 151 Caleulus I (3) |
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| - | ENGL 101W Introdution to Fietion (3) |
|  | ENGL 102W Introdution to Poetry (3) |
|  | ENGL 103W Intredution to Drama (3) |
|  | ENGL 104W Introdution to Prose Genres (3) |
|  | ENGL 105W Intreduetion to Isstues in Literature and Culture (3) |
|  | ENGL 199W Introduction to University Writing (3) |
|  | PHIL XX1 Critical Thinking (3) |
|  | PHIL 100W Knowledge and Reality (3) |
|  | PHIL 120W Introdution to-Meral Philesophy (3) |
|  | WL 101W Writing About Literature (3) |
|  | WL 103W Pre-Modern World Literature (3) |
|  | WL 104W Modern World Literature (3) |
|  |  |

Sany one, but not more than one of these faeulty courses may be replaced by any three-unspecified transfer units in English or in ENGL Writing at the 100 or 200 -level

Appliention Proeedures

Internal Transfer (Category 3 or 4) applicants should apply to Beedie by submitting a supplemental application form after completing the 30th unit 30 units [1](including lower division requirements, except BUS 254), meeting a 2.40 CGPA at SFU, and must either already be accepted to the Computing Science portion of the Joint Major or be eligibile for admission that term. The supplemental application can be found on Beedie's website. Students not accepted upon initial application may reapply. Unsuccessful applicants may appeal through the faculty admissions appeals committee.

## Application Deadlines

Visit http://beedie.sfu.ca/bba/apply for application deadlines.

## 4) Geography JMA:

## ADMISSION REQUIREMENTS - BEEDIE SCHOOL OF BUSINESS

Internal transfer (Category 3 or 4) applicants should apply to Beedie by submitting a supplemental application form after completing 30 units (including lower division requirements, except BUS 207 and BUS 254), meeting a 2.40 CGPA at SFU, and must either already be accepted to the Geography portion of the Joint Major or be eligible for admission that term. The supplemental application can be found on Beedie's website. Students not accepted upon initial application may reapply. Unsuccessful applicants may appeal through the faculty admissions appeals committee.

## 5) IAT JMAs (both the BA and BSc requirements):

Beedie School of Business Admission Criteria

For admission to the Beedie School of Business, students will be selected competitively from one of the following twe streams. To be considered for admission to the faeulty, students in eategories 3 and 4 must have completed each tower division required course with a minimum $C$-grade-

Category 3-Internal Transfer-all-eourses-at-Simen Fraser University

A pertion of the annual admission will be selected from students who have completed all of their courses at Simen Fraser University including the lower division requirement courses (exeept BUS 207 and 254 which may be completed after faeulty admission). Students will be-selected competitively based on the grades achieved in the seven lower division required courses,** with a maximum-of twe repented eourses on these-seven lower division courses. Note that a minimum Simen Fraser University eumulative grade point average (CGPA) of 2.4 is required.


## Application Deadlines

Visit http://beedie.sfu.ca/bba/apply for application deadlines.
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## ADMISSION REQUIREMENTS - BEEDIE SCHOOL OF BUSINESS

Internal transfer (Category 3 or 4) applicants should apply to Beedie by submitting a supplemental application form after completing 30 units (including_MATH 150/151/154, and the lower division requirements for the Business portion of the joint major, except BUS 254), meeting a 2.40 CGPA at SFU, and must either already be accepted to the Molecular Biology and Biochemistry portion of the Joint Major or be eligible for admission that term. The supplemental application can be found on Beedie's website. Students not accepted upon initial application may reapply. Unsuccessful applicants may appeal through the faculty admissions appeals committee

## 7) Psychology JMA:

## Admission

## ADMISSION REQUIREMENTS - BEEDIE SCHOOL OF BUSINESS

## CRITERIA

For admission to the Beedie School of Business, students will be selected competitively from-one of the following twe streams. To be considered for admission to the faeulty, students in categories 3 and 4 must have completed each lower division required course with a minimum C grade-

> CATEGORY 3 -INTERNAL TRANSFER ALL COURSES AT SIMON FRASERUNIVERSITY
> A portion of the annual admission will be-selected from- students who have completed all of their courses at Simen Fraser University including the lower division requirement courses (except BUS 254 which may be completed after faculty admission). Students will be selected competitively based on the grades achieved in nine lower division required courses, with a maximum of two repeated courses on these nine-lower division courses. Note that a minimum Simen Frasef University cumulative grade point average (CGPA) of 2.40 is required.


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BUS 237 . 3 Intredution to Business Technology Management
BUS-251-3 Finaneinl Aceounting 1
BUS 272-3 Behaviour in Organizations

- ECON 103-4 Principles of Mieroeconomies

|  | ECON 105-4 Prineiples of Macreeeonomies |
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|  | BUEC 232-4 Data and Deeisions 4 |
|  | STAT 270-3 Introduction to Probability and Statisties |
|  | and one of |
|  | MATH-150-4 Caleulus I with Review |
|  | MATH 151-3-Caleulus - |
|  | MATH 157-3 Caleulus for the Social Seienees I |
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|  | ENGL 101-3-Introdution to Fietion |
|  | ENGL 102-3-Introdution to-Peetry |
|  | ENGL 103-3 Introdution to Drama |
|  | ENGL 104-3-Introdution to Prose Genres |
|  | ENGL 105-3 Introduction to Issues in Literature and Culture |
|  | ENGL 199W-3 Introduction to University Writing |
|  | PHIL 001-3 Critieal Thinking |
|  | PHIL 100-3-Knowledge and Reality ENGL 101-3 Introduction to Fietion |
|  | PHIL 120-3-Intreduction to Moral Philesophy |
|  | WL 101 W-3-Writing About Literature |
|  | WL 103W 3-Pre-Medern World Literature |
|  | WL 104W-3 Modern World Literature |
|  | Sany one, but not more than one of these faculty courses may be replaced by any three unspeeified transfer units in English or in ENGL Writing at the 100 or 200 -level |
|  | APPLICATION PROCEDURES |
|  | Internal transfer (Category 3 or 4) applicants should apply to Beedie by submitting a supplemental application form in the term in which their 45 th unit will be completed (including lower division requirements, except BUS 254) and when they meet a 2.40 CGPA at SFU; in order to be eligible for enrollment in upper division coursework. Students will need to |
|  | complete BUS 336 (min C-) in their first term in Beedie in order to obtain a waiver for PSYC 320, which is required for admission to the Psychology portion of the joint major. The supplemental application can be found on Beedie's website. |
|  | Students not accepted upon initial application may reapply. Unsuccessful candidates may appeal through the faculty admissions appeals committee. |

Visit http://beedie.sfu.ca/bba/apply for application deadlines.

## 8) Sustainable Business JMA:

## Admission Requirements- Beedie School of Business

## Criteria

For admission to the Beedie School of Business, students will be selected competitively from one of the following twe streams. To be considered for admission to the faculty, students in categories 3 and 4 must have completed each lower division required course with a minimum $C$ grade.

## Category 3-Internal Transfer - all eourses at Simon Fraser University

A pertion of the anntual admission will be selected from students who have completed all of their courses at Simen Fraser University including the lower division requirement courses (except BUS254 which may be completed after faculty admission). Students will be selected competitively based on the grades achieved in the lower division required eourses,** with a maximum of two repeated courses on those eight lower division courses. Note that a minimum Simen Fraser University eumulative grade point average (CGPA) of 2.40 is required.

Category 4-Internal Transfer-some-Simon Fraser University and-other post-seeondary eourses

A pertion of the annual admission will be selected from students who have completed some courses at Simen Fraser University and some at other pest-secondary institutions including the lower division requirement courses (except BUS 254 which may be completed after faculty admission). Students will be selected competitively based on the grades achieved in the fower division required courses earned at Simen Fraser University and other institutions, ** with a maximum of twe repeated courses on these eight lower division courses. Note that a minimum Simen Fraser University cumulative grade point average (CGPA) of 2.40 is required.
** eight lower division courses are as follows:

BUS 251 3 Financial Aceounting I
BUS 272-3 Behavieur in Organizations
ECON-103-4 Prineiples of Mieroeconomies
ECON 105-4 Prineiples of Maereeconomies
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BUEC 232-4 Data and Deeisions I
STAT 270-3-Introduction to Probability and Statisties
GEOG-251-3-Quantitative Geography
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BUS 237.3 Business Technology Management
GEOG 255-3-Geographic Information SeienceI
and one of
MATH150-4 Caleulus I with Review
MATH-151-3 Caleulus I
MATH 154-3 Caleulus I for Biologieal Seiences
MATH 157-3 Caleulus for the Soeinl Seimees I
and one of
ENGL 101W 3 Introduction to Fietion
ENGL 102W 3 Introdution to Poetry
ENGL 103W - Introduction to Drama
ENGL 104W-3 Introdution to Prose-Genres
ENGL 105W 3 Introduction to Issues in Literature and Culture
ENGL199W-3 Introduetion to University Writing
PHIL 100W 3 Knowledge and Reality
PHHL 120W 3 Intredution- to Moral Philosephy
WL 101W 3-Writing About Literature
WL 103W 3 Pre-Modern World Literature
WL 104W-3 Modern World Literature
Appliention Proeedures
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Internal transfer (Category 3 or 4) applicants should apply to Beedie by submitting a supplemental application form after completing 30 units-(including lower division requirements, (except BUS 254), meeting a 2.40 CGPA at SFU, and must either already be accepted to the Environment portion of the Joint Major or be eligible for admission that term. The supplemental application can be found on Beedie's website. Students not accepted upon initial application may reapply. Unsuccessful applicants may appeal through the faculty admissions appeals committee.

