

## Academic Year Important Dates

In recognition of the fact that the University of Victoria is a diverse community, the Office of Equity and Human Rights has compiled a list of high holy days available at their website <[www.uvic.ca/equity/education/religious/index.php](http://www.uvic.ca/equity/education/religious/index.php)>. Faculty and staff may wish to refer to this list in responding to requests from members of religious groups for variations in examination schedules due to religious observances.

### 2018/2019 OFFICIAL ACADEMIC YEAR BEGINS

#### Summer Session - 2018

See [www.uvic.ca/calendar/undergrad/info/tuition](http://www.uvic.ca/calendar/undergrad/info/tuition) for Summer Session add and drop dates.

#### May 2018

4	Friday	Senate meets
7	Monday	May-August courses begin for all faculties
14	Monday	May and May-June courses begin Last day for course changes (Faculty of Law only) <sup>3</sup>
21	Monday	Victoria Day <sup>1</sup> Last day for graduate students to register in a personal leave in summer
24	Thursday	Senate Committee on Academic Standards meets to approve Convocation lists
31	Thursday	Fees deadlines for summer (see "Add and Drop Dates for Standard Summer Courses" on page 73)

#### June 2018

6	Wednesday	May courses end
7	Thursday	June courses begin
11-15	Monday-Friday	Spring Convocation
29	Friday	May-June and June courses end

#### July 2018

1	Sunday	Canada Day <sup>1</sup>
2-3	Monday-Tuesday	Reading Break May-August sections only
4	Wednesday	July and July-August courses begin
15	Sunday	Deadline to apply to graduate for Fall Convocation (all faculties)
26	Thursday	July courses end
27	Friday	August courses begin
27, 30, Friday, Monday 31 and Tuesday		Supplemental and deferred examinations for Winter Session 2017-2018 (except for Business courses)

#### August 2018

3	Friday	May-August classes end for all faculties
6	Monday	British Columbia Day <sup>1</sup>
7	Tuesday	May-August examinations begin for all faculties
17	Friday	May-August examinations end for all faculties
20	Monday	July-August and August courses end

### Winter Session - First Term

#### September 2018

3	Monday	Labour Day <sup>1</sup>
4	Tuesday	First year registration and opening assembly for Faculty of Law
5	Wednesday	First term classes begin for all faculties
13	Thursday	Last day for course changes in Faculty of Law
18	Tuesday	Last day for graduate students to register in a personal leave in first term Last day for 100% reduction of tuition fees for standard first term and full year courses. 50% of tuition fees will be assessed for courses dropped after this date <sup>4</sup>
21	Friday	Last day for adding courses that begin in the first term.
30	Sunday	Last day for paying first term fees without penalty

#### October 2018

5	Friday	Senate meets
8	Monday	Thanksgiving Day <sup>1</sup>
9	Tuesday	Last day for 50% reduction of tuition fees for standard courses. 100% of tuition fees will be assessed for courses dropped after this date <sup>4</sup> .
17	Wednesday	Senate Committee on Academic Standards meets to approve Convocation lists
31	Wednesday	Last day for withdrawing from first term courses without penalty of failure

#### November 2018

2	Friday	Senate meets
11	Sunday	Remembrance Day <sup>1</sup>
12-14	Monday-Wednesday	Reading Break (except Faculty of Law)
13&14	Tuesday and Wednesday	Fall Convocation
15	Thursday	Faculty of Graduate Studies deadline to apply to graduate for Spring Convocation (students completing in the Fall term only)

#### December 2018

5	Wednesday	Last day of classes in first term except Faculty of Law and Faculty of Human and Social Development <sup>2</sup> <i>National Day of Remembrance and Action on Violence Against Women. Classes and exams cancelled from 11:30 am - 12:30 pm.</i>
6	Thursday	Last day of classes in the first term for Faculty of Law
7	Friday	Senate meets
8	Saturday	First-term examinations begin, except Faculty of Human and Social Development and Faculty of Law <sup>2</sup>
10	Monday	First term examinations begin in the Faculty of Law
15	Saturday	Undergraduate deadline to apply to graduate for Spring Convocation
22	Saturday	First term examinations end for all faculties
25	Tuesday	Christmas Day <sup>1</sup>

**December 2018**

- 26 Wednesday Boxing Day<sup>1</sup>
- 25-1 Tuesday-Tuesday University closed

**Winter Session - Second Term**

**January 2019**

- 1 Tuesday New Year's Day<sup>1</sup>
- 7 Monday Second term classes begin for all faculties
- 11 Friday Senate meets
- 17 Thursday Last day for course changes for Faculty of Law
- 20 Sunday Last day for graduate students to register in a personal leave in second term  
Last day for 100% reduction of second term fees for standard courses. 50% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see [www.uvic.ca/course-registration/add-drop](http://www.uvic.ca/course-registration/add-drop)
- 23 Wednesday Last day for adding courses that begin in the second term
- 31 Thursday Last day for paying second term fees without penalty

**February 2019**

- 1 Friday Senate meets
- 10 Sunday Last day for 50% reduction of tuition fees for standard courses. 100% of tuition fees will be assessed for courses dropped after this date. For non-standard courses see [www.uvic.ca/course-registration/add-drop](http://www.uvic.ca/course-registration/add-drop)
- 15 Friday Faculty of Graduate Studies deadline to apply to graduate for Spring Convocation (students completing in the Spring term only)
- 18 Monday Family Day<sup>1</sup>
- 18-22 Monday-Friday Reading Break for all faculties
- 28 Thursday Last day for withdrawing from full year and second term courses without penalty of failure

**March 2019**

- 1 Friday Senate meets

**April 2019**

- 5 Friday Senate meets  
Last day of classes in second term except Faculty of Human and Social Development<sup>2</sup>
- 8 Monday Examinations begin for all faculties, except Faculty of Human and Social Development<sup>2</sup>
- 19 Friday Good Friday<sup>1</sup>
- 22 Monday Easter Monday<sup>1</sup>
- 27 Saturday Examinations end for all faculties  
End of Winter Session

**2019/2020 OFFICIAL ACADEMIC YEAR BEGINS**

**Summer Session - 2019**

**May 2019**

- 3 Friday Senate meets
- 6 Monday May-August courses begin for all faculties
- 13 Monday Last day for course changes (Faculty of Law only)<sup>3</sup>  
May and May-June courses begin
- 19 Sunday Last day for graduate students to register in a personal leave in summer
- 20 Monday Victoria Day<sup>1</sup>
- 23 Thursday Senate Committee on Academic Standards meets to approve Convocation lists
- 31 Friday Fees deadlines for summer (see "Add and Drop Dates for Standard Summer Courses" on page 73)

**June 2019**

- 5 Wednesday May courses end
- 6 Thursday June courses begin
- 10-14 Monday-Friday Spring Convocation
- 28 Friday May-June and June courses end

**July 2019**

- 1 Monday Canada Day<sup>1</sup>
- 1&2 Monday and Tuesday Reading Break May-August sections only
- 3 Wednesday July and July-August courses begin
- 15 Monday Deadline to apply to graduate for Fall Convocation (all faculties)
- 25 Thursday July courses end
- 26 Friday August courses begin
- 29-31 Monday-Wednesday Supplemental and deferred examinations for Winter Session 2018-2019 (except for Business and Law courses)

**August 2019**

- 2 Friday May-August classes end for all faculties
- 5 Monday British Columbia Day<sup>1</sup>
- 6 Tuesday May-August examinations begin for all faculties
- 16 Friday May-August examinations end for all faculties
- 19 Monday July-August and August courses end

**Winter Session - First Term**

**September 2019**

- 2 Monday Labour Day<sup>1</sup>
- 3 Tuesday First year registration and opening assembly for Faculty of Law
- 4 Wednesday First term classes begin for all faculties
- 12 Thursday Last day for course changes in Faculty of Law

**September 2019**

17	Tuesday	Last day for 100% reduction of tuition fees for standard first term and full year courses. 50% of tuition fees will be assessed for courses dropped after this date <sup>4</sup> Last day for graduate students to register in a personal leave in first term
20	Friday	Last day for adding courses that begin in the first term.
30	Monday	Last day for paying first term fees without penalty

**October 2019**

4	Friday	Senate meets
8	Tuesday	Last day for 50% reduction of tuition fees for standard courses. 100% of tuition fees will be assessed for courses dropped after this date <sup>4</sup> .
14	Monday	Thanksgiving Day <sup>1</sup>
23	Wednesday	Senate Committee on Academic Standards meets to approve Convocation lists
31	Thursday	Last day for withdrawing from first term courses without penalty of failure

**November 2019**

1	Friday	Senate meets
11	Monday	Remembrance Day <sup>1</sup>
11-13	Monday-Wednesday	Reading Break (except Faculty of Law)
12&13	Tuesday and Wednesday	Fall Convocation
15	Friday	Faculty of Graduate Studies deadline to apply to graduate for Spring Convocation (students completing in the Fall term only)

**December 2019**

3	Tuesday	Last day of classes in the first term for Faculty of Law
4	Wednesday	Last day of classes in first term except Faculty of Law and Faculty of Human and Social Development <sup>2</sup> <i>National Day of Remembrance and Action on Violence Against Women. Classes and exams cancelled from 11:30 am - 12:30 pm.</i>
6	Friday	Senate meets First term examinations begin in the Faculty of Law
7	Saturday	First-term examinations begin, except Faculty of Human and Social Development and Faculty of Law <sup>2</sup>
15	Sunday	Undergraduate deadline to apply to graduate for Spring Convocation
20	Friday	First term examinations end for Faculty of Law
21	Saturday	First term examinations end for all faculties except Faculty of Law
25	Wednesday	Christmas Day <sup>1</sup>
26	Thursday	Boxing Day <sup>1</sup>
25-1	Wednesday-Wednesday	University closed

1. Classes are cancelled on all statutory holidays and during reading breaks. Administrative offices and academic departments are closed on statutory holidays. Holidays that fall on a weekend are observed on the next available weekday, normally on a Monday. The UVic Libraries are normally closed on holidays; exceptions are posted in advance.
2. Faculty of Human and Social Development dates to be announced.
3. See also Faculty of Law for more details regarding Summer 2018 and 2019, and Summers 2018 and 2019 Important Dates for law courses.
4. For non-standard courses see <[www.uvic.ca/course-registration/add-drop](http://www.uvic.ca/course-registration/add-drop)>.

**Undergraduate Application and Documentation Deadlines**

The deadlines below are fixed dates. If a fixed date falls on a holiday, a Saturday or a Sunday, the nearest following day of business will be considered the deadline. The University reserves the right to make changes as necessary.

FACULTY/PROGRAM	ENTRY POINT	APPLICATION DEADLINE	DOCUMENT DEADLINE
<b>EARLY ADMISSION - BC and OUT OF PROVINCE APPLICANTS</b>			
Current graduating BC and out-of-province secondary school applicants only (including off-shore Canadian curriculum schools)	September	February 28	March 31 unless specified otherwise (for mandatory self-reported grades.)
<b>EARLY ADMISSION - US and INTERNATIONAL APPLICANTS</b>			
Current graduating secondary school applicants	September	February 28	May 1 (for all documents, including midterm grades.)
<b>PETER B. GUSTAVSON SCHOOL OF BUSINESS* (Official in-progress transcripts are required at time of application)</b>			
	September	February 28	March 15
<b>EDUCATION * (Official in-progress transcripts are required by January 31; Final Transcripts by May 31)</b>			
<b>Elementary Teacher Education Programs:</b>			
4-Year Program	September	February 28	May 31
Post-Degree Program (PDPP)	September	January 2	May 31
<b>Secondary Teacher Education Programs:</b>			
Post-Degree Program (PDPP)	September	January 2	May 31
Five-Year BEd (Art, Music, PE)	September	January 31	May 31
<b>School of Exercise Science, Physical and Health Education (BA and BSc)</b>			
Year 1 Entry	September	February 28	May 31
Year 2 Entry	September	January 31	May 31
<b>ENGINEERING (Official in-progress transcripts are required at time of application)</b>			
BEng and BSEng	September	April 30	May 31
BSc (Computer Science)	September	April 30	May 31
	January	October 31	November 30
	May	March 31	April 30
Engineering Bridge (via Camosun College)	January	February 15	March 15
<b>FINE ARTS (Official in-progress transcripts are required at time of application)</b>			
Art History and Visual Studies	September	April 30	May 30
	January	October 31	November 30
	May	March 31	April 30
Music*, Writing	September	March 31	May 15
Visual Arts*	September	February 28	May 15
Theatre*	September	February 28	May 15
<b>HUMAN &amp; SOCIAL DEVELOPMENT (Official in-progress transcripts are required at time of application)</b>			
Child and Youth Care*	September	February 28	April 1
Pre-Child and Youth Care (distance only)	September	February 28	May 1
	January	June 15	August 15
	May	November 1	January 1
Health Information Science*	September	March 31	April 30
	January	October 31	November 30
Nursing*	September	March 31	May 15
	January	September 30	November 15
Social Work*	September	January 31	January 31
	May	January 31	January 31
Pre-Social Work (on and off campus)	September	April 30	May 30
	January	October 31	November 30
	May	March 31	April 30
	July	April 30	May 31
School of Public Health and Social Policy*	September	April 1	May 15
Public Sector Management, Local Government Management Diploma, Professional Specialization Certificates*	September	May 31	June 15
	January	October 15	November 15
	May	February 15	April 1
Diploma in Indigenous Community Development and Governance	September	May 31	June 15
<b>HUMANITIES/SCIENCE /SOCIAL SCIENCES (Official in-progress transcripts are required at time of application)</b>			
New and reregistering students	September	April 30	May 30
	January	October 31	November 30
	May	March 31	April 30
	July	April 30	May 31
<b>LAW (Dates subject to change)</b>			
First Year	September	January 15	March 1
Upper Level	Sept./Jan	April 30	June 30
Summer Session	May	March 31	April 30
CONTINUING STUDIES DIPLOMAS & CERTIFICATES	For entry points and deadlines contact the Division of Continuing Studies directly or visit <continuingstudies.uvic.ca>.		
* These programs require supplemental materials; please contact the faculty/department directly.			

## Terms Used at UVic

### Academic Drop Date:

Last day for dropping courses without penalty of failure.

### Associated Section:

See Linked Section. Normally, a laboratory or tutorial that accompanies a lecture. Also called Linked Section.

### Auditor:

A student who pays a fee to sit in on a course without the right to participate in any way. Auditors are not entitled to credit.

### Award:

See list of definitions under Scholarships and Awards.

### CAPP:

(Curriculum Advising and Program Planning) a degree audit which outlines the program requirements needed for degree completion and matches a student's course record against those requirements.

### Confirmation of Registration:

A confirmation of registered courses, including courses that are wait-listed, is available via "My page".

### Co-operative Education:

A program of education which integrates academic study with work experience.

### Corequisite:

A specific course or requirement that must be undertaken prior to or at the same time as a prescribed course, or a course required by a department for a degree program but offered by another department.

### Course:

A particular part of a subject, such as English 135.

### Department:

In academic regulations, this covers any academic administrative unit, including a department, school, centre or faculty as the context requires.

### Discipline:

A subject of study within a department.

### Former Student:

A person who has been admitted to the University and has enrolled in at least one credit course, and who is not enrolled in the current session

### Full-Time Student:

An Undergraduate registered in 12 or more units of study in the Winter Session (September to April) or 6 or more units in a single Winter Session term or in the Summer Session (May to August). Registration in a Coop work term also constitutes full-time attendance. The requirements for full-time studies used for scholarships, bursaries, students loans and external providers may differ from the minimum UVic requirements for a full-time student.

### General Program:

A program which requires 9 units at the 300 or 400 level in each of two disciplines.

### Grade Point:

A numerical value given to an alphabetical letter grade used in assessment of academic performance.

### Graduate Student:

A student who has received a Bachelor's degree or equivalent and who is enrolled in a program leading to a Master's or Doctoral degree.

### Honours:

A program which involves a high level of specialization in a discipline and requires 18 or more units in that discipline at the 300 or 400 level.

### Letter Grade:

Any of the letters used in the grading system.

### Linked Section:

Normally, a laboratory or tutorial that accompanies a lecture. Also called Associated Section.

### Lower Level Courses:

Courses numbered from 100 to 299.

### Mailing Address:

The one address to which selected communications from the Office of the Registrar (OREG) or other University offices will be sent. This address should be updated by the student through "My page" (Address Change).

### Major Program:

A program that involves specialization in a discipline and requires 15 or more units in that discipline at the 300 or 400 level.

### Minor Program:

An optional program that allows students to study in an area outside of their Honours, Major or General Program areas; requirements vary and are prescribed by each department.

### Mutually Exclusive Courses:

Courses with a different course/number and the same course content. Students will not receive credit for courses identified as mutually exclusive.

### "My page":

Web access to student records online at <[www.uvic.ca/mypage](http://www.uvic.ca/mypage)>.

### NetLink-ID:

A unique personal identifier which is used as your "username" for various services provided by the University of Victoria.

### Non-Standard Course Dates:

Fee reduction and drop deadlines are based upon a percentage of the duration of a course. The duration of a course is end date minus start date plus 1 (i.e. the first day counts as 1). A table of non-standard date courses for Winter Session can be found under "Non-Standard Courses". All tuition fee reductions are subject to retention of the acceptance deposit (new students). Please see <[finance.uvic.ca/tuition](http://finance.uvic.ca/tuition)>.

### Non-Standard Course Table:

The start and end dates are different than standard course dates for a section offered in the current Winter Session. The fee reduction and academic drop dates are calculated based on this variation of dates. Check <[www.uvic.ca/course-registration](http://www.uvic.ca/course-registration)> or the appropriate registration guide for the "non-standard courses" list.

### Online Registration:

Registration via <[www.uvic.ca/mypage](http://www.uvic.ca/mypage)>.

### Online Timetable:

Provides students with current course timetable information via the Web, including current information on open sections and the number of wait-listed students: <[www.uvic.ca/timetable](http://www.uvic.ca/timetable)>.

**Part-Time Student:**

An undergraduate student undertaking fewer than 12 units of study in the Winter Session or fewer than 6 units in Summer Session.

**Permission:**

Registration in some courses requires permission from the Department. Registration is done through the Department. See also: Registration Restriction.

**Plagiarism:**

A form of cheating by means of the unacknowledged, literal reproduction of ideas and material of other persons in the guise of new and original work.

**Prerequisite:**

A preliminary requirement which must be met before registration is permitted in a prescribed course.

**Primary Section:**

Normally a lecture section.

**Probation:**

An academic standing assigned when minimum GPA requirements are not met and academic conditions apply.

**Program:**

The courses of study organized to fulfill an academic objective, such as a BSc Major Chemistry program.

**Registered Student:**

A person enrolled in at least one credit course at this university.

**Registration:**

The process of formally enrolling in courses.

**Registration Restriction:**

Registration in a course or section that is limited based on factors such as program, year and degree.

**Regular Student:**

A student who is registered as a candidate for a University of Victoria degree, or in credit courses leading to a University of Victoria diploma or certificate.

**Section:**

The division of a course, e.g., Section A01 of History 101.

**Session:**

The designated period of time during which courses of study are offered (Winter Session, September to April; Summer Session, May to August).

**Special Status:**

A status assigned to a student who is admitted to register in credit courses but who is not a candidate for a University degree, diploma, or certificate program. This status includes Non-degree, Exploratory, and Visiting (students attending on the basis a Letter of Permission from another institution).

**Standard Course Dates:**

The start and end dates correspond to the published first and last day of classes for a section offered in the Winter Session or Summer Session.

**Student:**

A person who is enrolled in at least one credit course at this University.

**Term:**

A period of time within an academic session. The Winter Session is divided into two terms: First or Fall, from September through December;

Second or Spring, from January through April. The Summer Session is divided into seven terms: May - August; May; May - June; June; July; July - August; August.

**Term Grade Point Average**

Effective 2016 Winter Session, a term grade point average (GPA) is displayed on the administrative transcript for each term of the Winter Session when all final grades have been received. The term GPA is based on all courses taken or challenged in that term and which have a unit value. The first half of a year-long course and courses bearing the grade COM, INP, N/X, or F/X are excluded from the term GPA calculation. Term GPA is not used in the determination of academic standing and does not appear on the Official Transcript.

**Transcript:**

A copy of a student's permanent academic record.

**Transfer Credit:**

Credit assigned to the academic record for courses successfully completed at another recognized institution.

**Unclassified:**

Refers to the year in which certain students are registered. Normally applied to non-degree, visiting or diploma students.

**Undergraduate Student:**

A student registered in an undergraduate faculty or in a program leading to a Bachelor's degree or an undergraduate diploma.

**Unit:**

Positive numerical value used in assigning the value of a course, such as English 135 (1.5 units). See also: Term.

**Upper Level Courses:**

Courses numbered from 300-499.

**Visiting Status:**

A student who is not formally admitted to a UVic degree program but is permitted to enrol in credit courses for a specified period on the basis of a Letter of Permission from another institution.

**Year:**

The level within a program of study, or the level of the course. For example, First-year student, First-year course (Physics 102).

**Year Level Determination:**

Below 12 units	First Year
12 to 26.5 units	Second Year
27 to 41.5 units	Third Year
42 units or above	Fourth Year (4-year programs)
42 to 56.5 units	Fourth Year (5-year programs)
57 units or above	Fifth Year (5-year programs)

Special Students are unclassified as to year.

