

Resources for Students in the Department of Biological Sciences (BioSci)

Biological Sciences building (Campus Drive, eastern edge of main campus)
Main office: room 186

Department Head: Dr. Robert Barclay

Department Web: www.bio.ucalgary.ca

Undergraduate Program Coordinators/administrators:

Ms. Jillicent Webb 403-220-3140 or biosci@ucalgary.ca

Mr. David Bininda 403-220-8307 or bininda@ucalgary.ca

Associate Head Undergraduate and Undergraduate Program Director:

Dr. Michael Hynes by appointment made through the above individuals

Questions about:

Specific course content, exams, evaluations, lecture and lab schedules, assignments, etc.	<p>Contact your instructor or the course coordinator as listed on the course outline. The instructor and coordinator usually are the same person, but sometimes not.</p> <p>For questions about the lab component of a course, contact either your TA, the course coordinator, or lab coordinator (if different than the course coordinator).</p> <p>The course outline itself usually provides all of this information, including contact information. If your instructor is using Blackboard (https://blackboard.ucalgary.ca) for your course, the outline will usually be available there. Course outlines for most courses are also posted on the BioSci home page under the 'undergraduate' tab http://www.bio.ucalgary.ca/undergrad/index.html</p>
Planning your academic program	<p>Information about program structure and courses offered can be found in the academic Calendar http://www.ucalgary.ca/pubs/calendar/.</p> <p>For counselling on how to best design your program, contact your Academic Advisor or the Program Advisor for the specific program that you are in or are considering entering. This is particularly important for students in the BioSci program where there is the most flexibility in program design. A list of program advisors can be found on the Biological Sciences home page (http://www.bio.ucalgary.ca and then click on the 'undergraduate' tab), or by asking at the main biosci office, room 186.</p> <p>You may also speak with the Associate Head Undergraduate if you feel your circumstances are beyond straightforward interpretation of normal program guidelines (contact the main biosci office, room 186, 403-220-3140, biosci@ucalgary.ca to set up an appointment).</p>

	<p>Application for Fall admission to the 5 specialty programs (BCEM, BOTA, CMMB, ECOL, ZOOL) is made through the student's MyUofC portal. Applications MUST be entered before April. Late applications will NOT be considered. BioSci cannot override this deadline. Applications will be accepted starting mid-October, but are normally made starting February when students have a better sense of what program they might want to pursue. Applications are batch processed once per year after the April deadline, and so early application does not provide an advantage.</p> <p>Students with aspirations to enter professional schools should refer to the admissions offices of those schools for advice about required courses for admission, GPA requirements, etc. For medicine at UofC you can find this information at http://www.medicine.ucalgary.ca/mdprogram/prospective/admissions</p>
Waiving prerequisites	<p>Forms for requesting waivers of prerequisites under exceptional circumstances can be obtained from the Department's home page (http://www.bio.ucalgary.ca/) via the 'undergraduate' tab. These should be completed and submitted to the office. If you have questions about completing the forms, contact the main BioSci office.</p>
Graduation requirements	<p>Your primary source for this information is the official academic Calendar, available online through the University web site http://www.ucalgary.ca/pubs/calendar/. Using your 'degree navigator' will be of great assistance. A summary of course requirements for graduation from each program in the Department, both major and honours, can also be obtained from the Department's home page (http://www.bio.ucalgary.ca/) via the 'undergraduate' tab.</p> <p>If you wish to speak with someone personally, the same people who are listed under 'planning your academic program' may be contacted.</p> <p>In addition, the Student Success Center (formerly Undergraduate Program Office) (http://www.ucalgary.ca/ssc/) can provide you with good advice about where you stand regarding credits earned and what you still require to graduate; they are an excellent resource.</p>
Help with disabilities that may interfere with your academic performance	<p>Many students require additional resources to help overcome physical and psychological challenges they face in pursuing coursework and exams. These can range from impairments in hearing or vision, to more subtle difficulties in concentrating during exams or experiencing unmanageable stress. The Disability Resource Centre (DRC, http://www.ucalgary.ca/drc/) is your first line of contact when you want to talk with someone about potential difficulties and solutions. Please note that your professors/instructors and academic advisors may talk with you about such issues, but they are not trained to provide professional advice about disabilities, nor are they authorized to provide accommodations to assist with disabilities. For such issues and authorization for accommodations, you must contact the DRC.</p>

Appeals to grades	Your first approach should be to contact the course instructor/coordinator, your TA or the lab coordinator, depending on circumstances. You have 15 days after receiving your grade to discuss this with them. If you do not feel that a satisfactory resolution has been reached then you should immediately submit a formal appeal to the Department (that offers the course). If still not satisfied, you must submit a formal appeal through the Dean's office, Faculty of Science (5 th floor of Biological Sciences) within 15 days of receiving the unfavourable decision from the Department.
Student Associations	The Biology Students' Association (BSA) is an undergraduate forum for students to help other students. They offer presentations about opportunities in various aspects of academic pursuits, social events, advice on applying to medical/graduate programs, opportunities for becoming involved in student governance, examination packages, field trips, outings, special speakers, etc. http://homepages.ucalgary.ca/~biostdnt/
Student Counselling and Crisis Counselling	The Student Counselling Center http://www.ucalgary.ca/counselling/ offers courses in exam preparation, avoiding burnout, effective study skills, time management, and offers counselling and advice for anxiety, depression, decision making, etc. Staffed by Registered Psychologists, they are a valuable resource to help you cope with the busy and sometimes stressful life of study. Room 370 MacEwan Student Centre. If you are in an emergency/crisis, they should be contacted immediately http://www.ucalgary.ca/counselling/emergencies/ , 220-5893, Room 375 MacEwan Student Centre. If the office is closed then call Campus Security 220-5333, OR the UofC Health Clinic 220-5765 (psychiatrist on staff), OR the Calgary Distress Centre (403)266-1605 with a 24 hour help line. Also see the wellness guide http://www.ucalgary.ca/wellnessguide/
Student Health	University Health Services is a confidential, student-friendly source of health information and treatment. http://www.ucalgary.ca/uhs Room 370 MacEwan Student Centre
Health and Recreation	Health and Recreation Center provides programs in stress management, physical activity, and how to remain in good shape to be a good student. http://www.ucalgary.ca/campusrec/
Chaplains	http://www.ucalgary.ca/chaplain Room 370 MacEwan Student Centre