



StFX Continuing & Distance Education

FALL & WINTER 2014-15

**Undergraduate courses * Graduate Studies in Education
Post RN Bachelor of Science in Nursing
Certificate in Continuing Care (Post RN)
Certificate in Gerontological Nursing (Post RN)
Diploma in Intellectual Disability Studies
Diploma in Ministry**

**Special Interest Courses & Workshops:
University Math Preparation
Teaching English as a Second Language * Learning Lunches**

1-877-867-3906

continuinged@stfx.ca

Last Updated: April 20, 2015

**StFX Continuing & Distance Education
2014-2015**

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IMPORTANT DATES

See the current StFX Academic Calendar for other important dates

http://sites.stfx.ca/registrar_office/sites/sites.stfx.ca/registrar_office/files/2014_2015Calendar%20of%20events.pdf

2014 FALL TERM

July 11	Final date to apply for degree or diploma to be conferred at Fall Convocation
August 20	Registration deadline for Master of Education Fall term courses, after which a late registration fee will be charged
September 8	Diploma in Ministry Fall term courses begin
September 8	Distance Nursing Fall term courses begin
September 3	Undergraduate Fall term classes begin on campus
September 8	Undergraduate Fall term online courses begin
September 8	Master of Education Fall term classes begin (unless otherwise indicated)
September 15	Diploma in Intellectual Disability Studies Fall term courses begin
September 30	Application deadline for Thelma May Kempffer Entrance Scholarship for Distance Nursing students
October 10	Final date to apply for degree or diploma to be conferred at Spring Convocation
November 15	Application deadline for Fall term Bursary for Master of Education students and part-time undergraduate students
November 30	Application deadline for Study Awards for Part-time Post RN BScN students
November 28	Last day Undergraduate Fall term online courses
December 1	Registration deadline for Master of Education Winter term courses, after which a late registration fee will be charged
December 2	Examinations for online undergraduate courses begin
December 3	Feast Day of St. Francis Xavier
December 6	Fall Convocation

2015 WINTER TERM

January 5	Diploma in Ministry Program Winter term courses begin
January 5	Master of Education Winter term courses begin
January 5	Undergraduate and Distance Nursing Winter term online courses begin (unless otherwise indicated)
January 19	Diploma in Intellectual Disability Studies Winter term courses begin
February 15	Application deadline for Winter term Bursary Awards for Master of Education students and part-time undergraduate students
February 15	Final date to apply for Master of Education Program (Program begins in July)
February 23	Midterm Recess begins. Continuing & Distance Education courses may substitute the public school midterm recess, at the discretion of individual instructors
March 2	Registration deadline for Master of Education Spring term courses, after which a late registration fee will be charged.
March 27	Last day of Winter term classes for online undergraduate courses
April 1	Master of Education Spring term begins
April 6	Examinations for online undergraduate courses begin
May 3	Spring Convocation

2014-2015 CONTINUING & DISTANCE EDUCATION FALL/WINTER PROGRAMS

Please refer to the most current electronic version of this calendar for updated information, available on the StFX Continuing & Distance Education website: www.sites.stfx.ca/continuingeducation/

The regulations governing admission and degree requirements are as set forth in the current StFX *Academic Calendar* http://sites.stfx.ca/registrar_office/sites/sites.stfx.ca/registrar_office/files/2014-2015%20Academic_Calendar_0.pdf

StFX Continuing & Distance Education provides degree, non-degree, and non-credit learning opportunities for persons who wish to study on a part-time basis. Please check the **Table of Contents** for listings of all programs.

Students can call the Continuing & Distance Education Office for general information or for assistance regarding part-time study. Our office is located at 2175 Varsity Drive on the 2nd floor of MacDonald Hall.

Continuing & Distance Education
St. Francis Xavier University
Antigonish, Nova Scotia
Phone: (902) 867-2372 / 3906 or 1-877-867-3906
Email: continuinged@stfx.ca or med@stfx.ca
Department website <http://sites.stfx.ca/continuingeducation/>

Students should note, however, that their primary contacts for information and applications are the addresses or phone numbers given in each program description. Students are bound by all regulations of the current *St. Francis Xavier University Academic Calendar*: http://sites.stfx.ca/registrar_office/academic_calendar

PART-TIME STUDY

St. Francis Xavier University provides post-secondary educational opportunities to individuals from a variety of backgrounds. Many students are not able to take advantage of full-time studies. To assist students who wish to study on a part-time basis, the University offers a number of courses / programs through part-time study and distance education.

ADMISSION TO ST FRANCIS XAVIER UNIVERSITY

New students or students who have already graduated and wish to take additional courses must apply and pay a \$40.00 application fee and be admitted to the University prior to taking courses. The regulations governing admission and degree requirements are as set forth in the current StFX *Academic Calendar* (see section 1) at http://sites.stfx.ca/registrar_office/academic_calendar. Prospective students must submit any prior transcripts. The application for admission to undergraduate courses can be downloaded from the following link: <http://www.stfx.ca/apply/>. The application for admission to the Master of Education program can be found at the following link: http://sites.stfx.ca/continuingeducation/master/application_forms.

INTERNATIONAL GRADUATE STUDENTS

Qualified international students are encouraged to apply for full-time graduate studies in the Master of Education program. Prospective students should plan to be at StFX for a minimum of 13 months (July 1 to July 30 of the following calendar year). If at all possible international students are encouraged to arrange their travel plans to arrive at StFX by

the first of July. For further information on international students, please visit our International Student Office website located at the following link: <http://www.stfx.ca/prospective/international/>.

ONLINE LEARNING

Taking courses online provides a flexible and convenient opportunity for you as a student. Our online platforms include Moodle (asynchronous - anytime, anywhere) and Blackboard Collaborate™ (synchronous - real time).

All of our online courses and programs use Moodle as the learning management system, providing students with the flexibility of choosing the time of day or night they wish to participate in their course. Moodle is often used for discussions and document sharing throughout the term.

Graduate courses in Education (MEd) use Moodle and Blackboard Collaborate. Collaborate is real time, meaning you and your peers are present at the same time. Through Collaborate, you will be able to listen and speak with others and through interactive tools, see and share activities. You will either access your Collaborate classroom via either a link provided to you from your professor, or via a link in your Moodle course.

To ensure that you are prepared to be an online learner and to help you prepare for positive and successful online experiences, here are a few tips and suggestions:

- You must have access to a computer and the Internet on a regular basis. You will need to check your course daily to participate in discussions and to get course materials and updates. Also, keep your StFX email inbox active, as this is how your professor's method of communicating with you.
- You must be prepared to spend at least 10 hours of study time per week for each course you are taking. Online courses provide flexibility and convenience; however, they do require time, commitment, and attention.
- Time management skills are important in an online course. Check your course daily for new postings, updates, assignment deadlines, quiz dates, etc. In many courses, weekly schedules are provided to help you stay on track.
- You will be expected to participate and share in discussions by responding to questions posted by the instructor as well as responding to postings by others in your class. This is done in an open, constructive, and friendly manner. Posting your thoughts/comments provides you the opportunity to reflect on your answers before posting them to the discussion form.
- Moodle and Collaborate tutorials are available. Participate in a tutorial before the course begins to ensure that you are prepared for the first class. These tutorials will help your understanding of the transition from traditional classroom into an online classroom and ensure you have the required technology to participate.
- Technology guidelines for Windows and Mac are provided on page 5.

Minimum system requirements for participating in online courses

Windows Specifications

Operating System:	Windows XP, Vista, Windows 7 or Windows 8
Processor:	1 GHz Pentium 4 minimum, 2 GHz Core 2 Duo or better recommended
Memory:	512 MB of RAM minimum, 1 GB recommended
Hard Drive Space:	1 GB free disk space
Browser:	Internet Explorer 7.0 minimum, Firefox or Google Chrome recommended
Email:	Students must use their StFX email address (provided by TSG)
Plug-ins:	Flash 8 or higher; these are freely downloaded from Adobe: www.adobe.com/downloads
Quicktime:	Quicktime 7.6 or better, free download from the Apple website: www.apple.com/downloads
Java:	Environment 1.5 or newer, download from: www.java.com
Modem:	High Speed Cable / DSL recommended
Printer:	Graphics-capable printer (inkjet or laser)
Monitor:	Minimum Specifications: 15-inch, SVGA, 1024 x 768 minimum screen resolution, 16 bit color (thousands of colors). Recommended Specifications: SVGA, 1024 x 768 minimum screen resolution, 24 or 32 bit colour
Microphone:	Onboard or USB microphone / headset

Mac Specifications

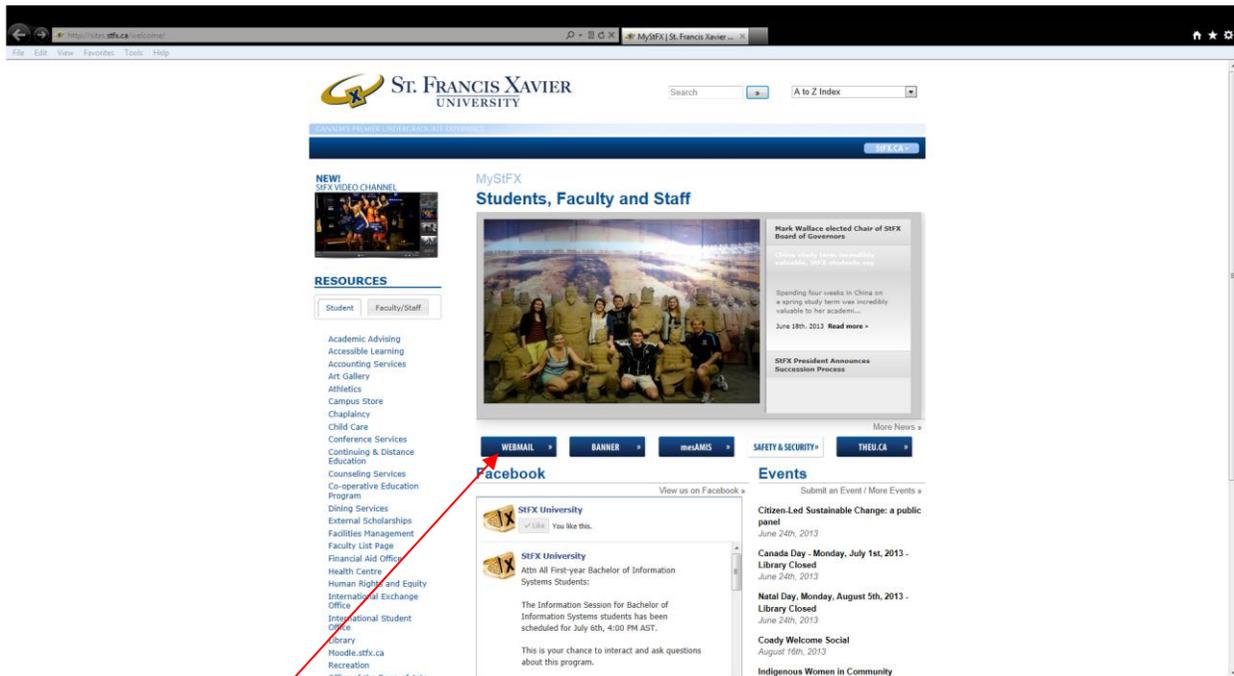
Operating System:	Macintosh OS X 10.4 Tiger or later
Processor:	1 GHz PowerPC G4 minimum, 2 GHz Core 2 Duo or better recommended
Memory:	512 MB RAM minimum, 2 GB Recommended
Hard Drive Space:	1 GB free disk space
Browser:	Safari, Firefox, or Google Chrome is strongly recommended
Email:	Students must use their StFX email address (provided by TSG)
Plug-ins:	Flash 8 or higher and IF USING SAFARI OR FIREFOX the Schubert it PDF Plugin is required. It can be found at www.schubert-it.com/pluginpdf/
Quicktime:	Quicktime 7.6 or better, free download from the Apple website:
Java:	www.apple.com/downloads Latest Macintosh OS X Java updates
Modem:	High Speed Cable / DSL recommended
Printer:	Graphics-capable printer (inkjet or laser)
Monitor:	Minimum Specifications: 15-inch, SVGA, 1024 x 768 minimum screen resolution, 16 bit colour (thousands of colours). Recommended Specifications: SVGA, 1024 x 768 minimum screen resolution, 24 or 32 bit colour
Microphone:	Onboard or USB microphone / headset

STUDENT EMAIL ACCOUNTS

Your StFX student email account is used for all communication between you and StFX. It is vital that you check and maintain your account regularly.

Accessing webmail (your personal StFX email account):

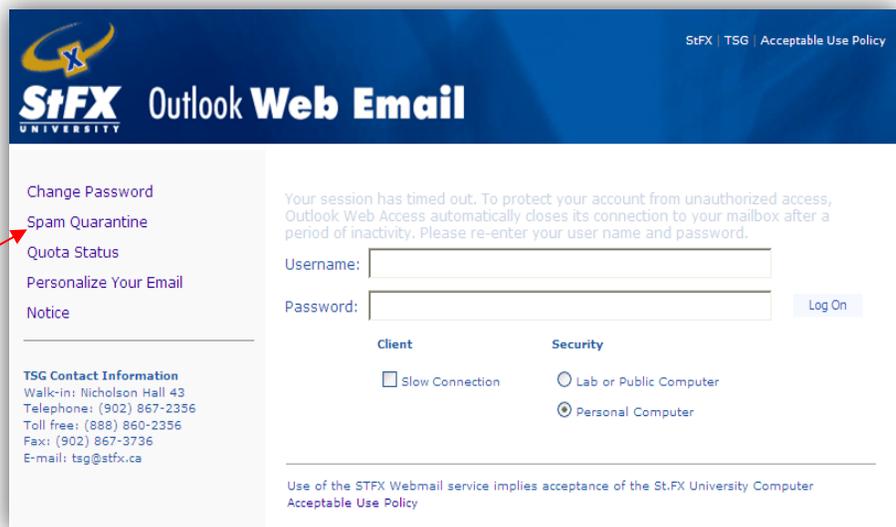
1. Go to the MyStFX homepage <http://sites.stfx.ca/welcome/>



2. Select the **Webmail** link and enter your user name (e.g., x2012abc) and your applicable password as outlined on your PIN letter.

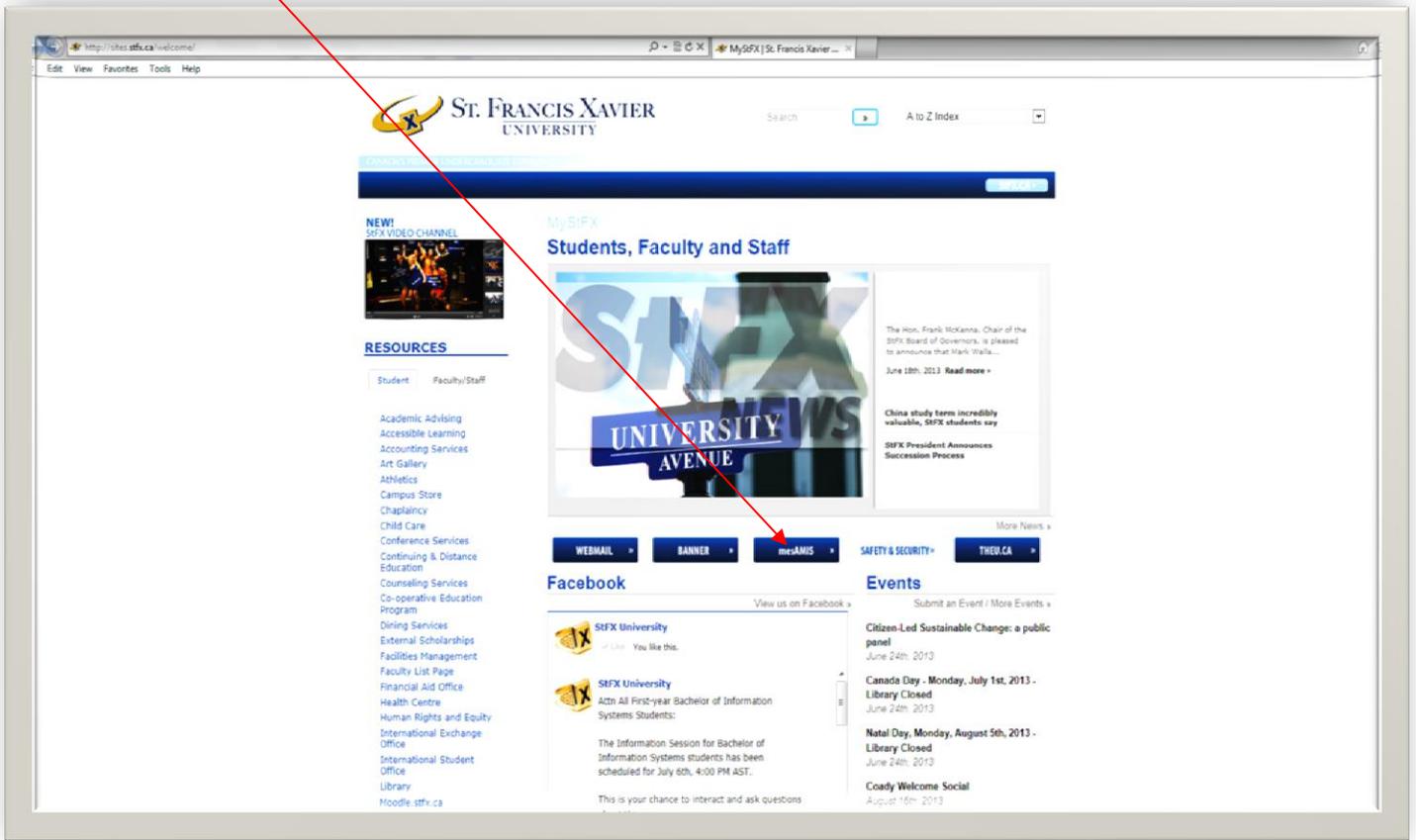
Changing your Password:

1. Go to the MyStFX homepage
2. Click the Webmail link (as noted above in the screenshot)
3. Click on the **Change Password** link on the left side of the page



To view and reset your original password:

1. Go to MyStFX homepage <http://sites.stfx.ca/welcome/>
2. Click on **mesAMIS**



3. Log into the system by using your Student ID as your user name and your 6-digit numeric password

A login form with a blue header bar containing the text 'Log in'. Below the header, there are two input fields: the first is labeled 'ID:' and contains the text '123456789'; the second is labeled 'PIN:' and contains six dots. To the right of the input fields is a button labeled 'Log in'.

4. Select 'myAccounts'

5. Select the 'Reset Original Password' at the bottom left side of the page

All students are required to check their StFX email accounts on a regular basis and keep the inbox open for deliveries by deleting unnecessary emails and changing passwords as required. All information coming from the Program Office, as well as other university offices will be sent to your StFX email account only. If you are unable to access your StFX email account, please contact the Technology Support Group at tsg@stfx.ca or phone (902) 876-2356 or toll free at 1-888-560-2356.

The screenshot shows the WebFX mesAMIS website interface. At the top right, it says "StFX | Students' Union | Webmail". The main header features the "WebFX mesAMIS" logo. Below the header is a navigation bar with links: "Who's@X", "myGrades", "myGPA", "myExams", "myClasses", "myAccounts", "myPrinting", and "myCallingCard".

The main content area is divided into several sections:

- Notices**: Includes a link for "Correspondence".
- DCB**: Includes a link for "Additional DCB".
- Online Forms**: Lists various forms such as "Address Change Procedure", "Appeal an Academic Penalty", "Appeal a Grade", "Application for Degree/Diploma", "Application for Late Addition of a Course", "Application for an Overload (Extra Course)", "Application for Override", "Application to Change Program", "Confirmation of Enrollment", "Letter of Permission", and "Notice of Withdrawal Form".
- Welcome**: A message encouraging users to visit often as notices and services are added during the academic year.
- Important Stuff to Check Out**: A list of key items including "Convocation: Check your application status for the Spring 2012 convocation", "Lookup Student Account Information", "Look at current fee schedule", "Your personalized class schedule and exam schedule", "Confirmation of Enrollment Letter", "Timetable", "Application for Degree/diploma", and "Academic Integrity Policy".
- Calendar**: Shows dates for April and May, including "University Senate meeting 7:30 p.m.", "Good Friday, no classes", "Last day of classes", "Final examinations begin", "Last day of examinations", "Spring classes begin", "Professors to submit final grades by 9:00 a.m. for graduation candidates", "Spring Convocation list published", "Spring Convocation", and "Professors to submit final grades for returning".

A red arrow points from the "myAccounts" link in the navigation bar to the "Reset Original Password" link in the "Important Stuff to Check Out" section.

COURSE REGISTRATION INFORMATION

The following course registration information is for undergraduate, Post RN, and Graduate Studies in Education. For all other programs, please see specific program information for course registration information.

Advanced registration is required: When you have successfully met admission requirements to StFX, you will receive a letter of acceptance from the Admissions Office, which contains your StFX ID number. In this letter, you are asked to call the Continuing & Distance Education Office (1-877-867-3906) to register for your first course. At this time, please ask us for your PIN letter to be forwarded to you. This letter will allow you to, among other things, register for future courses online. Continuing students should follow online course registration directions as indicated to follow.

Those who wish to take a course at StFX for credit at another institution must present a letter of permission from their home institution.

Check your registration times /dates

Students who have been admitted as new non-degree undergraduate students to StFX will be sent a letter from the Admissions Office advising them to contact Continuing & Distance Education to register for their first course. Continuing students are requested to view registration information at: www.sites.stfx.ca/registrar_office/Course_Timetable

HOW TO REGISTER FOR A COURSE

Students are required to register for all their own courses (unless otherwise indicated). To register, you must have your 'PIN Letter', which contains your StFX student ID and your 6-digit numeric password. If you are a new student and have not received your PIN letter, or if you are a returning student having difficulties with our registration process, please contact our Program Office at (902) 867-3906 / 2372 or toll free at 1-877-867-3906.

Please note the link below that will bring you to our registration tutorial. This tutorial will guide you through the registration process step-by-step with screen shots that will help ensure that you are on the right track.

1. Select the following link: http://sites.stfx.ca/registrar_office/Course_Timetable
2. Click on 'Log into mesAMIS,' then enter your student ID and your 6-digit numeric PIN
3. Select the Registration link and then enter your student ID and your 6-digit numeric PIN once again
4. Click on the 'Student Services' tab
5. Select 'Registration,' emphasized by the colour purple
6. Select the appropriate term, i.e., Full Academic Year 2012-2013, or Spring 2013 or Summer 2013
7. Select Add/Drop Classes
8. Input the CRN(s) (Course Reference Number) into the field(s) at the bottom of the page
9. Once CRNs are entered, click the 'Submit Changes' at the bottom of the screen

Note the web registration tutorial link

The screenshot shows the Registrar Office website with a navigation menu at the top. The main content area is titled 'Registration' and includes sections for '2014-2015 Registration', 'New Students Registration', 'Information for Returning Students', 'Registration Help Centre', 'Registration Errors and Restrictions', 'Common Registration Error Messages', 'View Degree, Program and Major Restrictions', 'View Course Section Prerequisites', 'View Course Section Corequisites', 'About Duplicate and Equivalent Courses', 'How to Register in Courses', 'Web Registration Tutorial', 'After Initial Registration', and 'Adding and Dropping Courses'. A red box highlights the 'Web Registration Tutorial' link, and a red arrow points from this link to the 'Web Registration Tutorial' link in the list above.

When registering online, please ensure that you print a copy of your 'myGrades' report which will include any current registration you have in our system. If you do not see any current registration, please contact our Program Office for assistance as this may suggest you have encountered technical difficulties. The 'myGrades' link can be accessed through your personalized mesAMIS: http://sites.stfx.ca/registrar_office/bannermesamis.

NOTE: You may not see the tuition charges immediately on your StFX financial details. If you see the course listing on your myGrades report as 'IP' (In Progress) you have registered successfully.

It is the responsibility of students to know their respective degree patterns. To ensure you are following the right program pattern contact:

med@stfx.ca – Master of Education Program

distance.nursing@stfx.ca – Distance Nursing Program

advising@stfx.ca - Undergraduate

COURSE REGISTRATION INFORMATION FOR MASTER OF EDUCATION STUDENTS

The following course registration information is for the Master of Education Program. For all other programs, please see specific program information on the applicable web pages or contact our Registrar's Office; contact information located within the following link: http://sites.stfx.ca/registrar_office/.

For all new students in the Master of Education Program, registration for your first two required courses (EDUC 505 and 534) will be done for you by the Program Office. These courses are the two core courses that you will take the summer following your acceptance into our program. Remaining course registration will be done by you. The Program Office will be available to you should you encounter any difficulties with the process. Note: Registration for EDUC 543, 590, 593, and 599 is also done through the Program Office.

COURSE DROP AND REFUND

A student wishing to drop a course should immediately log onto the StFX registration portal and drop the course.

- For assistance with our undergraduate distance courses please contact continuinged@stfx.ca or call toll free at 1-877-867-3906.
- For assistance with dropping a distance nursing course please contact distance.nursing@stfx.ca or call toll free 1-800-565-4371.
- For assistance with dropping a Master of Education course please contact med@stfx.ca or call toll free 1-877-867-3906.
- For all other on campus undergraduate courses please contact registr@stfx.ca or call (902) 867-2160.

Refunds are prorated based on the date formal notification is received from the student. Notification to the instructor does not constitute a formal drop; students must notify the appropriate office on campus as noted above. An additional administration fee of \$100 will be applied to Master of Education students dropping courses within two weeks of the course start date.

REGISTRATION DEADLINES

Refer to IMPORTANT DATES (page 2)

TUITION FEES FOR PART-TIME STUDENTS

Nova Scotia Students:

\$676.33* per 3-credit course (\$804.61* less applicable Tuition Bursary)

\$1352.66* per 6-credit course (\$1,609.22* less applicable Tuition Bursary)

Non-Nova Scotia Students:

\$778.51* per 3-credit course (\$804.61* less applicable Tuition Bursary)

\$1,557.02* per 6-credit course (\$1,609.22* less applicable Tuition Bursary)

International Students:

\$1,542.11* per 3-credit course (\$804.61* plus International Fee \$737.50)

\$3,084.22* per 6-credit course (\$1,609.22* plus International Fee \$1,475.00)

*Amounts include Information & Technology fees and Student Union fees and are subject to change by the StFX Board of Governors.

Auditing charges are in each instance one-half the regular fee. Only courses without a laboratory component or hands-on component may be audited. There is no tuition fee for senior citizens 65 years of age and older enrolled in credit courses. Proof of age is required.

Please see the *StFX Academic Calendar* section 2.1.4 for further information:

http://sites.stfx.ca/registrar_office/academic_calendar

PAYMENT OPTIONS

All tuition fee payments are due the day before the course begins. All payment or receipt inquiries are to be addressed to the Student Accounts Office at (902) 867-2123/3738. Payments may be made online by setting up St. Francis Xavier University as a Payee and the account number is your StFX student ID number. Cheques are to be made payable to St. Francis Xavier University and please indicate your student ID number on the cheque.

Checking your account balance and making a making a payment on your account:

1. Go to the StFX student home page (<http://sites.stfx.ca/welcome/>)
2. Select mesAMIS
3. Log in using your Student ID as your user name and your six digit numeric password as your PIN.
4. From your homepage under 'Important Stuff to Check Out' select 'Lookup Student Account Information'
5. For student account inquiries, please contact the StFX Business Office directly at (902) 867-2123

COURSE CANCELLATION

The university reserves the right to cancel any courses for which there is insufficient advance registration. Normally, a minimum of 12 students is required to retain a course on the schedule. If it becomes necessary to cancel a course, students will be notified via their StFX email account.

RECEIPTS

T2202As for income tax purposes are available through our student accounts office. The following link will bring you directly to student accounts webpage: sites.stfx.ca/financial_services/StudentAccounts.

ACADEMIC REGULATIONS

For information on evaluation procedures and minimum grades consult the *StFX Academic Calendar* online at http://sites.stfx.ca/registrar_office/sites/sites.stfx.ca/registrar_office/files/2014-2015%20Academic_Calendar_0.pdf

ACADEMIC COUNSELLING

- Undergraduate students requiring academic counseling are asked to contact our Academic Advising office at (902) 863-3300 or email advising@stfx.ca.
- Distance Nursing students please call Continuing & Distance Education at (902) 867-5186 or toll free at 1-800-565-4371 or email distance.nursing@stfx.ca.
- Master of Education students please call (902) 867-3906 or toll free at 1-877-867-3906 or email med@stfx.ca.

IMPORTANT: If you are not sure what courses fit your degree pattern it is vital that you call the appropriate office as indicated above for academic guidance.

STUDENT ID CARDS

Student ID cards may be obtained by visiting our Safety and Security Office. The office is located at 5005 Chapel Square. For information call (902) 867-3981. Email address: <http://www.sites.stfx.ca/security/>.

STUDY AWARDS

STUDY AWARDS FOR PART-TIME UNDERGRADUATE STUDENTS

A limited number of study awards will be granted each year. Each award will be offered by StFX Continuing & Distance Education to part-time students registered in undergraduate courses. The candidates must meet the following criteria:

- A. Be a part-time undergraduate student (maximum 15 credits / minimum 3 credits per academic year)
- B. Demonstrate a financial need by submitting a written personal statement
- C. Have demonstrated high scholastic standing in previously completed StFX courses

Deadline to apply for award is November 15 and February 15 of each year. Application forms can be found at sites.stfx.ca/continuingeducation/undergrad.

STUDY AWARDS FOR PART-TIME POST RN BScN STUDENTS

The Distance Nursing BScN program study award is available to students enrolled in part time post RN BScN distance nursing courses at StFX. This award is meant to provide financial assistance and to encourage nurses to continue professional development through the attainment of new knowledge and skills. It recognizes students' commitment to pursuing higher education in nursing and dedication to their program of study. The number of awards may vary each year. A limited number of \$500 awards are available. Successful applicants will have met the following criteria:

- A. Actively enrolled in the part-time Post RN BScN program
- B. Have completed a minimum of 12 credits of BScN requirements
- C. Demonstrated a financial need by submitting a written personal statement
- D. Maintained high academic standing in completed courses.

Deadline for applications is November 30. Application forms can be located through the following link: sites.stfx.ca/continuingeducation/distance_nursing.

BURSARY FOR MASTER OF EDUCATION STUDENTS

A limited number of \$500 bursaries will be granted each year to current students in good standing in the Master of Education program. Deadlines for application for each academic year are November 15 and February 15. Application forms can be located through the following link: http://sites.stfx.ca/continuingeducation/master/application_forms.

X-RING

Undergraduate students in good academic standing at the beginning of their final year of taking courses may consider applying for the University's X-ring. Master of Education students must be enrolled in 36 credits to apply for their X-ring. The X-ring ceremony takes place on December 3, The Feast of St. Francis Xavier. For information on purchasing your X-ring please call the Students' Union (902)867-2495. The X-ring webpage can be accessed via www.stfx.ca/prospective/x-ring.

GRADUATION: APPLICATION FOR DEGREE AND DIPLOMA

Students in their graduation year **MUST** apply in order to be considered a candidate for the applicable convocation ceremony. The deadline to apply for Fall convocation is July 1 and the deadline to apply for Spring convocation is October. Applications to apply for convocation can be located through your personalized mesAMIS portal. There are no fees associated with this application.

It is important to note that no student will be considered a candidate for any particular convocation ceremony without an application. The application form is submitted electronically to our Registrar's Office. The Office of the Registrar will maintain the candidacy list for both convocation ceremonies. Any questions or concerns regarding the application process can be emailed to registr@stfx.ca or by phoning (902) 867-2160.

The screenshot shows the WebFX mesAMIS portal interface. At the top, there is a navigation bar with the StFX logo and links for 'Students' Union' and 'Webmail'. Below this is a secondary navigation bar with links for 'Who's@X', 'myGrades', 'myGPA', 'myExams', 'myClasses', 'myAccounts', 'myPrinting', and 'myCallingCard'. The main content area is divided into several sections:

- Notices:** Includes a link for 'Correspondence'.
- DCB:** Includes a link for 'Additional DCB'.
- Online Forms:** A list of links including 'Address Change Procedure', 'Appeal an Academic Penalty', 'Appeal a Grade', 'Application for Degree/Diploma', 'Application for Late Addition of a Course', 'Application for an Overload (Extra Course)', 'Application for Override', 'Application to Change Program', 'Confirmation of Enrollment', 'Letter of Permission', and 'Notice of Withdrawal Form'. A red arrow points from this section to the 'Application for Degree/Diploma' link in the 'Important Stuff to Check Out' section.
- Welcome:** A message encouraging users to visit often.
- DCB:** A message about the information on the page.
- Online Forms:** A message about registering in courses.
- Register in Courses:** A prominent blue button.
- Important Stuff to Check Out:** A list of links including 'Lookup Student Account Information', 'Look at current fee schedule', 'Your personalized class schedule and exam schedule', 'Confirmation of Enrollment Letter', 'Timetable', 'Application for Degree/diploma', and 'Academic Integrity Policy'.
- Calendar:** A section for the month of April and May, listing dates and events such as 'University Senate meeting 7:30 p.m.', 'Last day of classes', 'Final examinations begin', 'Last day of examinations', 'Good Friday, no classes', 'Professors to submit final grades by 9:00 a.m. for graduation candidates', 'Spring classes begin', 'Spring Convocation list published', 'Spring Convocation', and 'Professors to submit final grades for returning students by 9:00 a.m.'.

UNDERGRADUATE COURSES

CRN = Course Reference Number

ANTIGONISH (ON CAMPUS)

For a tentative listing of day and evening classes on the university campus, please refer to the following website:
sites.stfx.ca/registrars_office/Course_Timetable

ONLINE COURSES

COURSE	DATES	DESCRIPTION
BIOL 220.66 Selected Topics in Biology CRN 50852 V. Karunakaran	September 8, 2014 – March 27, 2015 Online	This course is for non-science students who are interested in understanding biological concepts. The course deals with “how scientific principles are established” and illustrates this by discussing selected topics of biological and human interest. Topics include: evolution and population, diabetes, homeostasis, HIV and vaccines, antibiotic resistance, and cancer. Six credits.
PSCI 295.66 Religion and Politics CRN 50853 L. Stan	September 8 – November 28, 2014 Online	This course is an examination of the impact of religion on politics and politics on religion. Students will consider the relationship between religion and politics in the Middle East, Northern Ireland, India and Pakistan, Eastern Europe and North America. Case studies will demonstrate interactions between the state and Christianity, Islam, Hinduism, Judaism, as well as the influence of religion on citizenship, education, the party system, and social issues. Cross listed as RELS 295. Three credits.
PSCI 345.66 Women and Politics CRN 50855 L. Stan	January 5 – March 27, 2015 Online	This course is an introduction to the study of women and politics and to the contemporary feminist debates and dilemmas that relate to the subject. The course is comprised of three main elements: 1) feminist studies and political science, 2) women and formal politics, and 3) women’s status around the world. Topics include the varieties of feminist political thought in the Western political tradition, the evolution and politics of the women’s movement, women’s participation in political parties and legislatures in selected countries, women and work, and the situation of women in African and predominantly Muslim countries. The course includes key dimensions of political science: comparative politics, public policy, Canadian politics, and political theory. Cross-listed as WMGS 345. Three credits.
PSYC 100.66 Introduction to Psychology CRN 50857 Z. Hayes	September 8, 2014 – March 27, 2015 Online	This course is a survey of the major topics of psychology as well as an introduction to the methodology of psychological research. PSYC 100 is a prerequisite for all other courses in psychology except PSYC 291, 292, and 390. Six credits.

COURSE	DATES	DESCRIPTION
<p>PSYC 354.66 Lifespan Developmental Psychology for the Health Sciences I: Childhood and Adolescence</p> <p>CRN 50858</p> <p>P. Hauf</p>	<p>September 8 – November 28, 2014</p> <p>Online</p>	<p>The field of developmental psychology is the scientific study of age-related changes in our bodies, behaviours, thinking, emotions, social relationships, and personalities. Alongside this scientific endeavour, the course will provide a basic understanding of human development from conception through adolescence in relation to environmental influences, cultural expectations, maturational processes, and individual development. Throughout the course we will advance our knowledge of developmental changes in relation to the complex world wherein children are growing up. Credit will be granted for only one of PSYC 384 and PSYC 260. Three credits. Prerequisite: PSYC 100.</p>
<p>PSYC 355.66 Lifespan Developmental Psychology for the Health Sciences II: Adulthood and Aging</p> <p>CRN 50859</p> <p>P. Hauf</p>	<p>January 5 – March 27, 2015</p> <p>Online</p>	<p>Lifespan development is an exploration of the biological, cognitive, and psychosocial changes that occur across different periods of life. Whereas the course <i>Lifespan Developmental Psychology for the Health Sciences I</i> focuses on developmental changes during childhood and adolescence, this course will provide a basic understanding of human development from early adulthood till death. Age-related changes in behaviour, thinking, emotions, personalities, and social relationships will be explored in relation to maturational processes, individual differences, and cultural expectations. Three credits. Prerequisite: PSYC100 and PSYC354.</p>
<p>PSYC 372.66/67 Cultural Psychology</p> <p>CRN 50860 CRN 50983</p> <p>T. Callaghan</p>	<p>September 8 - November 28, 2014</p> <p>Online</p>	<p>The question of how culture influences human behavior and mind will be explored. For many years research and theory in psychology have been based on studies conducted primarily in Western technological societies. There is growing concern that the basic principles of the discipline may not apply in other cultural contexts. The course will consider the historical roots of studying culture in psychology and related disciplines, the socialization of infants and young children into the practices and routines of the culture, and evolutionary, developmental and cultural influences on the building and maintaining of human relationships. Varieties of experiences and practices related to mental and physical health that exist in the cultures of the world will also be considered. The course will provide a comprehensive review of contemporary research findings and theoretical viewpoints as the many facets of this fast-growing discipline of psychology are explored. Three credits. Prerequisite: 12 credits of PSYC.</p>

COURSE	DATES	DESCRIPTION
<p>PSYC 374.66 Human Development Across Cultures</p> <p>CRN 50861</p> <p>T. Callaghan</p>	<p>January 5 –March 27, 2015</p> <p>Online</p>	<p>The main focus in this course will be to consider how cultural context has an impact on the course of human development. Human organisms develop within cultural groups. Human development is best considered within the framework that sees the developing child, their parents or other agents of socialization, and the culture as bundled together within a system of mutual influence and co-construction. The biological predispositions for personality, cognition, and social development will provide a blueprint for the possible paths that the development of these processes could take, but only as these predispositions unfold within a particular cultural ecology will the developmental path be determined. Cultural studies of human development help us to understand how diversity in cultural environments impacts the nature of parenting beliefs and practices, and through these agents of socialization, the course of children’s development. Three credits. Prerequisite: 12 credits of PSYC.</p>
<p>PSYC 384.66 Selected Topics: Psychology of Persuasion</p> <p>CRN 50862</p> <p>G. Haynes</p>	<p>January 5 – March 27, 2015</p> <p>Online</p>	<p>The purpose of this course is to provide an introduction to social psychological research and theories in the area of persuasion, and their applications to everyday life and real-world problems. Students will learn how to effectively use the many tools of persuasion in an ethical fashion in both their personal and professional lives. Specific topics to be covered include the major tools of persuasion (reciprocity, commitment, liking, social proof, and scarcity), persuasive language (both verbal and non-verbal), advertising, propaganda, and resisting influence. Prerequisite: 12 credits PSYC. Three credits.</p>
<p>RELS 120.66 Religion, Spirituality, and Health</p> <p>CRN 50936</p> <p>R. Tekel</p>	<p>September 8, 2014 – March 27, 2015</p> <p>Online</p>	<p>This introductory course provides a thematic focus on spirituality, healing and well-being in selected Eastern and Western religious traditions. Each unit of study includes an introduction to the tradition; explore spiritual paths pursued by its practitioners; examines characteristics of illness, healing, and well-being in the tradition; and explore one or more specific contemporary health concerns and healing practices which arise from within each religious tradition. Six credits.</p>
<p>RELS 295.66 Religion and Politics</p> <p>CRN 50854</p> <p>L. Stan</p>	<p>September 8 – November 28, 2014</p> <p>Online</p>	<p>This course is an examination of the impact of religion on politics and politics on religion. Students will consider the relationship between religion and politics in the Middle East, Northern Ireland, India and Pakistan, Eastern Europe and North America. Case studies will demonstrate interactions between the state and Christianity, Islam, Hinduism, Judaism, as well as the influence of religion on citizenship, education, the party system, and social issues. Cross listed as PSCI 295. Three credits.</p>

COURSE	DATES	DESCRIPTION
SOCI 210.66 Sociology of Marriage and Family CRN 50863 J. Carlson	September 8, 2014 – March 27, 2015 Online	This course analyzes the institution of the family from a sociological perspective. Attention is given to macro and micro levels of analysis. Statistical profiles of family patterns are employed to illuminate change in family structure over the past century. Topics include marriage, fertility, parenting, family violence, divorce, and family policy. Cross-listed as WMGS 210. Six credits. Prerequisite: SOCI 100.
SOCI 230.66 Sociology of Education CRN 50865 D. Smythe	September 8, 2014 – March 27, 2015 Online	This course provides students with a social interpretation of education in Canada, emphasizing contemporary structures. Students will investigate the relationship between education opportunity and conditions of inequality arising from socioeconomic status, the economy, family and religion. Six credits. Prerequisite: SOCI 100.
SOCI 250.66 Deviance and Social Control CRN 50866 D. MacDonald	September 8, 2014 – March 27, 2015 Online	This course introduces students to the processes of deviance and social control by critically examining the social category of deviance and its use in social institutions and daily social practices. Topics include: Mental illness, drug and alcohol use, alternative sexualities, social violence, business crime, the normalization of disability; and forms of social control such as the judicial system, disability, medicine, education, and social interaction. Six credits. Prerequisite SOCI 100.
WMGS 210.66 Sociology of Marriage and Family CRN 50864 J. Carlson	September 8, 2014 – March 27, 2015 Online	This course analyzes the institution of the family from a sociological perspective. Attention is given to macro and micro levels of analysis. Statistical profiles of family patterns are employed to illuminate change in family structure over the past century. Topics include marriage, fertility, parenting, family violence, divorce, and family policy. Cross-listed as SOCI 210. Six credits. Prerequisite: SOCI 100.
WMGS 345.66 Women and Politics CRN 50856 L. Stan	January 5 –March 27, 2015 Online	This course is an introduction to the study of women and politics and to the contemporary feminist debates and dilemmas that relate to the subject. The course is comprised of three main elements: 1) feminist studies and political science, 2) women and formal politics, and 3) women's status around the world. Topics include the varieties of feminist political thought in the Western political tradition, the evolution and politics of the women's movement, women's participation in political parties and legislatures in selected countries, women and work, and the situation of women in African and predominantly Muslim countries. The course includes key dimensions of political science: comparative politics, public policy, Canadian politics, and political theory. Cross-listed as PSCI 345. Three credits.

POST RN PROGRAMS BY DISTANCE

POST RN BACHELOR OF SCIENCE IN NURSING (DISTANCE)

Registered nurses can complete their degree through distance education while living and working in their own communities. Explore the learning experience through print-based materials and computer technologies. The 63-credit curriculum is designed around core nursing competencies with flexibility that allows students to select courses meeting professional interests and practical needs.

A current RN Registration is required for all distance nursing programs.

PART TIME POST RN CERTIFICATE PROGRAMS

St. Francis Xavier University is pleased to offer certificate programs in clinical specialty areas to Post RN students through distance education. Designed specifically for practicing nurses, these courses enable nurses to develop a stronger theory base, enhance their nursing practice, and address health care needs across nursing practice and life continuums. Each course is transferable into the StFX Bachelor of Science in Nursing Program and a certificate of completion is awarded upon successful completion of all required courses. Each certificate program is comprised of four required courses valued at 3 credits each, totaling 12 credits overall.

- **CERTIFICATE IN CONTINUING CARE**

This program is designed to prepare registered nurses to move into the area of home health care area. This program enables nurses to move from acute care to home health care and expand their professional competencies and knowledge. The core curriculum includes the following courses:

N115: Health Teaching and Learning
N135: Contemporary Issues in Nursing
N205: Community Health Nursing
N425: Comprehensive Health Assessment

- **CERTIFICATE IN GERONTOLOGICAL NURSING**

This program is designed to prepare registered nurses to deliver holistic, effective care to older adults. Developing knowledge and practical skills enables nurses to address comprehensive needs of older client population, identifying strengths as well as professional care needs. The core curriculum includes the following courses:

N115: Health Teaching and Learning
N245: Aging and the Older Adult
N425: Comprehensive Health Assessment
N488: Challenges in Aging: Implications for Nursing

Information / Registration:

Distance Nursing Programs
Continuing & Distance Education
St. Francis Xavier University
PO Box 5000, Antigonish, NS B2G 2W5
Toll free: 1-800-565-4371
Email: distance.nursing@stfx.ca
www.mystfx.ca/academic/continuinged/Nursing.html

DISTANCE NURSING FALL/WINTER SCHEDULE

COURSE	DATES	DESCRIPTION
BIOL 105.77 Cell Biology CRN 50648 LAB CRN 50649 V. Karunakaran	September 8 - November 14, 2014 Online	This course will focus on the structure and function of cells, cell division, patterns of inheritance, and the molecular basis of inheritance. Three credits.
BIOL 115.77 Microbiology CRN 50663 Lab CRN 50664 V. Karunakaran	January 5 - March 20, 2015 Online	An introduction to microorganisms from a human perspective, this course deals with viruses, bacteria and fungi. Topics include bacterial structure and function, bacterial genetics and antibiotic resistance, and viral structure and function.
BIOL 251.77 Human Anatomy and Physiology I CRN 50646 Lab CRN 50691 V. Karunakaran	September 8 - November 14, 2014 Online	Using an integrated approach to the study of the integumentary, skeletal, muscular, nervous, and endocrine systems, this course provides students with a comprehensive working knowledge of the anatomy and physiology of these systems. Three credits.
BIOL 252.77 Human Anatomy and Physiology II CRN 50662 Lab CRN 50647 V. Karunakaran	January 5 - March 20, 2015 Online	As an integrated study of the cardiovascular, respiratory, urinary, reproductive, and digestive systems, this course provides students with a comprehensive working knowledge of the anatomy and physiology of these systems. Three credits. Prerequisite: BIOL 251.
CHEM 150D.77 General & Biological Chemistry CRN 50643 Lab CRN 50644 M. Aquino	September 8, 2014- March 27, 2015 Online	Topics include basic concepts of general chemistry, an introduction to organic nomenclature and the reactivity of functional groups, and coverage of the fundamentals of biological chemistry. Six credits.
DNUR 115.77 Health Teaching and Learning CRN 50650 J. Mosley	November 17, 2014 - January 30, 2015 Online	In contrast to health protection and illness prevention, health promotion is a broad and holistic concept. This course explores the concept of health promotion; the nurse's role in health promotion; the teaching-learning process; population health; social action and justice; and the socio-cultural, economic, and political factors that influence health and health behaviour. Three credits.

COURSE	DATES	DESCRIPTION
DNUR 135.77 Contemporary Issues in Nursing CRN 50619 D. Vandewater	September 8 – November 14, 2014 Online	The foundation for all subsequent nursing courses, this course explores the evolution of nursing as a profession, including its theoretical and philosophical bases. Topics include Orem’s self-care theory, legal and ethical issues, health care reform, the image of professional nursing, and changing health care priorities. Three credits.
DNUR 201.77 Community Mental Health Nursing I CRN 50626 M. Thompson	September 8 - November 14, 2014 Online	This course introduces the application of mental health nursing principles to specific clinical disorders. A subsequent elective course, DNUR 202, builds on the foundations explored in this course. Practice component. Three credits.
DNUR 205.77 Community Health Nursing CRN 50665 M. MacLellan	February 2 - April 10, 2015 Online	This course explores the role of the community health nurse in the context of a changing health care system. Topics include population health, primary health care, community assessment, epidemiology and demography, environment and ecology, cultural competence, ethics, and community-as-partner. Three credits.
DNUR 300.77 Research Methods CRN 50656 Lab CRN 50657 D. Duff	November 17, 2014 - April 10, 2015 Online	This course introduces students to research methods used in nursing science. Topics include conducting and appraising research; concepts of research design, implementation, analysis, and interpretation; descriptive and inferential statistics; quantitative and qualitative research design; and research ethics and biases. Six credits.
DNUR 330.77/.71 Legal and Ethical Issues in Nursing CRN 50653 CRN 50655 A. Belardo	November 17, 2014 - April 10, 2015 Online	This course examines the moral and ethical implications of various practices in the field of health care as they affect human life and the basic dignity of the person. This course also explores the moral, ethical, legal, and theological issues raised by recent developments in the life sciences. Cross-listed as RELS 300. Six credits.
DNUR 415.77 Nursing of Adults II CRN 50629 M. Thompson	September 8 - November 14, 2014 Online	This is a theoretical and practice-based course exploring chronic health issues related to diseases of the nervous, endocrine, and sensory systems, among others. In a primary, secondary, or tertiary setting, students will deliver comprehensive medical or surgical nursing care to adults at risk for or experiencing a complex health problem. Leadership practice component. Three credits.

COURSE	DATES	DESCRIPTION
DNUR 425.77 Comprehensive Health Assessment CRN 50666 M. MacNeil	February 2 - April 10, 2015 Online	This theory and practice course focuses on a systematic assessment of the well adult. Students will incorporate health history and physical examination of body systems in identifying self-care requisites for a diverse population. Three credits.
DNUR 473.77 / .71 Basic Concepts of Pathophysiology CRN 50658 CRN 50659 B. Seplaki	January 5 - March 20, 2015 Online	This course provides the student with an understanding of basic concepts of pathophysiology. Special emphasis is given to these processes as they affect and are re-affected by the aging process. Three credits. Prerequisites: BIOL 105, 115, 251, 252; CHEM 150 recommended.
DNUR 483.77 / .71 Hospice Palliative Care Nursing CRN 50660 CRN 50661 D. Vandewater	January 5 -March 20, 2015 Online	This course provides an overview of theories, current practices, and relevant issues in the field of palliative care, with a focus on the nurse's role. In line with the philosophy of nursing at StFX, students will explore concepts of self-care and health promotion as they relate to quality of life issues. Three credits.
DNUR 488.77 / .71 Challenges in Aging: Implications for Nursing CRN 50637 CRN 50642 B. Seplaki	September 8 - November 14, 2014 Online	Using nursing and sociological perspectives on aging, students will explore holistic care of the older client, including current gerontological issues and trends and their implications for nursing. This course has an integrated nursing practice component. This course may be used as an open or NURS elective by third or fourth-year BScN students. Three credits.
DNUR 490.77 / .71 Forensic Nursing CRN 50645 CRN 50688 S. Wilson	September 8, 2014 - January 30, 2015 Online	Forensic nursing refers to the application of nursing science and knowledge to legal proceedings. This course will examine the application of nursing science to the investigation and treatment of trauma, death, violent or criminal activity, and traumatic accidents within the clinical or community institution. Patient populations to be considered include victims of sexual assault; elder, child, and spousal abuse; unexplained or accidental death; trauma and assault; as well as the perpetrators of these and other criminal activities. Six credits.
DNUR 494.77 Leadership and Management in Nursing CRN 50651 D. Vandewater	November 17, 2014- January 30, 2015 Online	This course is an examination of nursing leadership theories and management models and their relationship to client care. The course explores the changing roles and expectations for registered nurses as leaders in the health care system. Three credits.

GRADUATE STUDIES IN EDUCATION: MASTER OF EDUCATION

PROGRAM DESCRIPTION

For regular admission to the Master of Education program, candidates shall normally have:

- a. Completed a Bachelor of Education degree or its equivalent;
- b. Earned an average of at least 70% in the BEd program or have placed in the top 25% of their BEd graduating class; and
- c. Completed at least two years of successful teaching before enrolling in the first graduate course.

Considerable weight will also be given to the references supplied by the applicant and to successful teaching experience.

Individuals who do not possess a Bachelor of Education degree will normally be considered when they have:

- a. Gained a teaching license equivalent to a Nova Scotia Initial Certificate (TC5) or have been employed in a teaching capacity for at least two years in a professional school or post-secondary institution; and
- b. Met all other admission conditions.

Meeting the minimum admission requirements does not ensure acceptance into the program. Decisions of the MEd Admissions Committee are final. Applications will be considered on February 15 of each year for study beginning in July of the same year. You are responsible to check with the StFX Admissions Office (902-867-2219) before February 15 to make sure your transcripts and reference letters have arrived. Incomplete files will not be considered for admission.

PROGRAM OVERVIEW

The Master of Education program is grounded in two main purposes: to provide a space for student to understand their professional knowledge and to make meaningful links among this knowledge and the conceptual and theoretical knowledge of educational research.

StFX offers a MEd degree with specialization in Educational Leadership and Administration, or in Curriculum and Instruction. Within the Educational Leadership and Administration stream a student may chose a focus on Instructional Leadership. Students must complete the specified core courses and choose electives appropriate to their interests.

There are three options by which a student may complete the requirements for the MEd: a thesis route, a project route, or a course-based route. Students who choose the thesis route must complete 24 credits in graduate education courses and a 12-credit thesis. Students who choose the project route must complete 30 credits in graduate education courses and a 6-credit project. Students following the course-based route are required to complete 36 credits in graduate education courses.

The degree fulfills the requirements of the Nova Scotia Department of Education for an increase in level of teacher certification. Nova Scotia students who are granted sabbatical leaves from their board are advised to contact Teacher Certification for approval for their program prior to starting their MEd. Graduate courses in Education are offered as fall, winter, spring, and summer courses in locations around the province and online.

Candidates for the MEd are normally required to take EDUC 534 and EDUC 505 as their first two courses on the StFX campus in Antigonish during the summer session immediately after being accepted into the program. EDUC 505 is a prerequisite for EDUC 506, EDUC 507, and EDUC 508. Normally, EDUC 506, EDUC 507, or EDUC 508 is taken after core courses are completed. EDUC 506 or 507 is required for the thesis and project route; EDUC 508 is required for the course-based route.

EDUCATIONAL LEADERSHIP AND ADMINISTRATION STREAM

First Summer:

534	Introduction to the Foundations of Education	3 credits
505	Introduction to Educational Research	3 credits

Educational Leadership and Administration Core Courses (to be taken prior to final research course):

561	Leadership and Administrative Theories	3 credits
533	Dynamics of Change	3 credits
573	Professional Development and Supervision	3 credits

Final Research Course:

506	Quantitative Research Methods in Education or	3 credits
507	Qualitative Research Methods in Education or	3 credits
508	Critical Research Literacy in Education	3 credits

Electives: See course-based, project or thesis routes below

EDUCATIONAL CURRICULUM AND INSTRUCTION STREAM

First Summer:

534	Introduction to the Foundations of Education	3 credits
505	Introduction to Educational Research	3 credits

Curriculum and Instruction Core Courses to be taken prior to final research course:

527	Principles of Learning	3 credits
532	Curriculum Theory	3 credits
536	Program Development	3 credits

Final Research Course:

506	Quantitative Research Methods in Education or	3 credits
507	Qualitative Research Methods in Education or	3 credits
508	Critical Research Literacy in Education	3 credits

Electives: See course-based, project, or thesis routes below

COURSE-BASED, PROJECT, OR THESIS

Master of Education degrees in Educational Leadership and Administration and in Curriculum and Instruction are available through the following routes:

Course-based Route:

Core Courses	18 credits
Electives	18 credits

or

Project-based Route:

Core Courses	18 credits
Electives	12 credits
590 – Project	6 credits

or

Thesis Route:

Core Courses	18 credits
Electives	6 credits
599 – Thesis	12 credits

Project and Thesis students have the opportunity to enroll in EDUC 593 (Directed Study) as one of their electives.

Electives are to be selected from the graduate courses offered in Education. No substitution or transfer of credit will normally be allowed in core courses.

Graduate courses which may be taken for credit towards a Master of Education degree are listed in the *Academic Calendar* at:

http://sites.stfx.ca/registrar_office/sites/sites.stfx.ca/registrar_office/files/2014-2015%20Academic_Calendar_0.pdf .

Not all courses are offered each year.

Normally only students who have been accepted into the StFX Master of Education Program are eligible to enroll in graduate education courses offered through St. Francis Xavier University. Graduate students in good standing from a graduate program at another university may also apply to take up to 12 credits of MEd courses at StFX. A letter of permission from the student’s current university must be supplied. For further information contact the Continuing & Distance Education Department toll free at 1-877- 867-3906 or email med@stfx.ca.

INTERNATIONAL STUDENTS

Qualified international students are encouraged to apply for full-time graduate studies in the Master of Education Program. Prospective students should plan to be at StFX for a minimum of 13 months (July 1 - July 30 of the following year). International students are encouraged to arrange their travel plans to arrive at StFX by the first of July. For further information on international students, please see: <http://www.stfx.ca/prospective/international/>

INTERNATIONAL STUDENT HANDBOOK

See: <http://www.stfx.ca/sites/default/files/pages/publications/printversions/international-recruitment-brochure-2014.pdf> Although this publication is directed toward full-time undergraduate students, it contains valuable information for graduate students as well. The main difference is students in the Master of Education Program must plan their arrival on campus for July 1 not September 1 as indicated in the *International Student Handbook*.

COHORTS

In partnership with various Nova Scotia school boards, the StFX Faculty of Education offers Master of Education cohorts in program areas of identified need. These cohorts provide groups of teachers with opportunities to pursue learning together as they build their capacity to provide leadership for the improvement of education within their school board. For further information, please call the Program Office at (902) 867-3906 or toll free at 1-877-867-3906.

FULL-TIME STUDY

An increasing number of graduate students have opted for full-time study. Approximately 8-12 full-time graduate students participate in the program each year. The Faculty of Education wishes to encourage this option as it provides excellent opportunities for faculty and graduate students to learn and grow together as graduate students work alongside faculty in Bachelor of Education classes.

Full-time students have the opportunity to complete a course-based MEd over a 13-month period. Students working on a thesis or project may complete course requirements for the degree over the Summer, Fall, and Winter terms and begin their research. Although it is not necessary to know which route (thesis, project, or course-based) to take before beginning the program, students interested in the thesis or project as part of their full-time study arrangement should contact the Continuing & Distance Education Department for additional information. All students must begin their MEd program in July by taking two courses in the summer school term on the StFX campus immediately following their acceptance into the program.

- Students in the thesis and project routes will be assigned an advisor who will work closely with them in data collection and writing stages.
- Office space and study awards may be available for full-time graduate students.
- MEd courses may be offered in the late afternoon / evenings and on weekends. Students having a valid Nova Scotia teaching license have the option of applying to substitute teach in the community.

Application for admission to the full-time / part-time MEd program must be completed by the February 15 admission deadline. The full-time program runs from July to July inclusive.

PART-TIME STUDY

The majority of Master of Education students are enrolled on a part-time basis. These students normally take one course per term. To accommodate educators who are working at school during the day, courses are usually scheduled in the evening or on weekends. Most part-time students can expect to finish a course-based program in about 2.5 years or less. Part-time thesis and project students will require a longer time frame and should discuss with their advisor an estimated completion date.

SUMMER SCHOOL REQUIREMENT

As part of the Master of Education degree requirement students attend summer session on the StFX campus in Antigonish during July immediately following acceptance in to the program. This summer opportunity is an excellent beginning to the MEd program and one of the many reasons that our MEd program is graduate education students' program of choice. Summer courses offer the opportunity for students to meet and learn from and with educators from other school jurisdictions across the province, country, and other places around the world. Graduate students find this interaction provides excellent opportunities to share ideas that lead to innovation and creative development in their own professional learning contexts.

STFX EMAIL ACCOUNT

Please check your StFX email account on a regular basis. All students are required to maintain their StFX email accounts by changing their password as required and ensuring their mailbox does not exceed its limit. All information coming from the Program Office and from other university departments will be sent to your StFX email account only. If you are unable to access your StFX email account, please contact our Technology Support Group at tsg@stfx.ca or phone toll free at 1-888-860-2356 or (902) 867-2356.

The web link to the online application form for both full- and part-time applicants is:
http://sites.stfx.ca/continuingeducation/master/application_forms

MASTER OF EDUCATION COURSE SCHEDULE 2014-2015

F = Fall term (September – December) Registration deadline: August 20, 2014
 W = Winter term (January – March) Registration deadline: December 1, 2014
 S = Spring term (April – June) Registration deadline: March 2, 2015

Online registration is available to all Master of Education students beginning **July 21**. Registration is on a first-come, first-served basis. Enrolment is limited. Please note registration deadlines. Courses that do not have a minimum enrolment with be cancelled.

An administration fee of \$100 will be applied to students dropping courses within the two weeks prior to the course start date.

Students enrolled in online or blended courses are required to have a microphone (on-board or external) and speakers. Most courses will have an online component as indicated. Unless otherwise stated, online courses will be held via Collaborate.

Note: EDUC 508 (Winter) & 561 (Spring) are being delivered **Asynchronously** in Spring term. **Asynchronous e-learning is an interactive, student-centred approach to learning that is not bounded by geography or time.** Students have the freedom to log on to Moodle at any time, interacting with course content, downloading documents, accessing links, and sending messages to teachers or peers. There is no scheduled weekly class time, although your professor will set regular office hours during which he/she will be available for a real-time conversation via telephone, Skype, or Collaborate. Because there is no set class time to attend each week, students can complete weekly assigned learning tasks and interactions with peers around their own work and personal schedules. In contrast to the real-time conversations in face-to-face classes and in Collaborate, students can spend time reflecting on and refining their contributions to guided prompts from their instructor, identifying connections to readings and other resources and posting these responses to the Moodle discussion forum.

Please check with your professor to confirm all class times and dates during your first class as changes may occur. All times given are in Atlantic Time.

ANTIGONISH

Xavier Hall, St. Francis Xavier University

Courses indicated with an asterisk (*) will be available simultaneously face-to-face and online (via Collaborate) - students can choose to take the course in a face-to-face setting or online.

COURSE	DATES	DESCRIPTION
*EDUC 533.10 (F) Dynamics of Change CRN 50895 W. MacAskill	Thursdays, 5:00 pm – 8:00 pm September 11 – November 27 Room: XH 123	This course examines major concepts in the successful implementation of change. Students will learn to recognize and understand the ways in which change can have an impact on education.
*EDUC 569.10 (F) Selected Topics in Education: Methods for Teaching English as an Additional Language (EAL) Learners		This hands-on course introduces teachers how to identify and address the learning needs of English as an Additional Language (EAL) learners in content area classes. Students will explore how content-language integrated lessons may be developed and implemented in their own contexts. This course can be taken as part of students' MEd studies or as a stand-alone professional development course.

COURSE	DATES	DESCRIPTION
<p>*EDUC 507.20 (W) Qualitative Research Methods in Education</p> <p>CRN 50897</p> <p>J. Mitton</p>	<p>Mondays, 5:00 pm – 8:00 pm</p> <p>January 5 – March 30 plus 3 hours TDB (no classes February 16 & March 16)</p> <p>Room: XH 123</p>	<p>This course explores current qualitative methodologies used in educational contexts. Students will explore the components of a research proposal and develop an understanding of methodologies such as phenomenology, ethnography, critical theory, narrative, phenomenology, ethnography, critical theory, narrative, and action research. Students will develop a qualitative research proposal. Normally EDUC 507 is for students pursuing a thesis or project. Prerequisite: EDUC 505.</p>
<p>*EDUC 501.30 (S) School Data Management</p> <p>CRN 14821</p> <p>W. Kraglund Gauthier</p>	<p>Thursdays, 5:00 pm – 8:00 pm</p> <p>April 2 – June 4 plus 6 hours TBD</p> <p>Room: XH 123</p>	<p>This course will explore how to gather, interpret, and translate classroom, school, and provincial student assessment data as part of evidence-based decision making.</p>

ALGONQUIN COHORT (Ottawa/Online)

COURSE	DATES	DESCRIPTION
<p>EDUC 505.66 (F) Introduction to Educational Research</p> <p>CRN 50898</p> <p>A. Murray-Orr</p>	<p>Friday, 6:00 – 9:00 pm September 5</p> <p>Saturdays, 9:00 am – 4:00 pm September 6; November 8</p> <p>Online: Wednesdays, 7:00 – 10:00 pm September 17, 24 October 1, 8, 15, 22, 29</p>	<p>This course draws upon key concepts and advances in educational research and includes the development of plans for inquiries into individuals' own teaching practice, with the goal of informed decision making. An overview of relevant methods and research approaches is combined with an examination of their appropriate use. The course also introduces literature review methodology as it relates to research proposals and inquiries.</p>
<p>EDUC 527.67 (W) Principles of Learning</p> <p>CRN 50899</p> <p>J. Dawson</p>	<p>Fridays, 6:00 – 9:00 pm Saturdays, 9:00 am – 4:00 pm January 9/10; March 13/14</p> <p>Online: Tuesdays, 7:00 – 10:00 pm January 20, 27 February 3, 10, 24, March 3</p>	<p>This course explores learning theories as they relate to adult learners. Current trends in adult learning, and their theoretical and programmatic roots, including workplace, informal, self-directed, collaborative, critical, and on-line learning will be examined.</p>
<p>EDUC 507.66 (S) Qualitative Research Methods in Education</p>		<p>This course explores current qualitative methodologies used in educational contexts. Students will explore the components of a research proposal and develop an understanding of methodologies such as phenomenology, ethnography, critical theory, narrative, phenomenology, ethnography, critical theory, narrative, and action research. Students will develop a qualitative research proposal. Normally EDUC 507 is for students pursuing a thesis or project. Prerequisite: EDUC 505.</p>

EDUC 508.67 (S) Critical Research Literacy in Education	Fridays, 6:00 – 9:00 pm Saturdays, 9:00 am – 4:00 pm April 10/11; May 29/30	This course focuses upon reading and interpreting educational research in relation to the students' educational context. This course will begin to focus the students' attention on the final capping experience.
CRN 14848	Online:	
R. White	Wednesdays, 7:00 – 10:00 pm April 15, 22, 29 May, 6, 13, 20	

DIVERSITY COHORT (Sydney/Online)

Course	Dates	Description
EDUC 532.67 (F) Curriculum Theory	Online Mondays, 7:00 – 10:00 pm	This course explores the ideas of major curriculum theorists and the implications for program development
CRN 50900	September 8 – December 1 (no class October 13)	
L. Kearns		
EDUC 573.66 (F) Professional Development and Supervision	Saturday, 9:00 am – 4:00 pm September 13	This course addresses the supervision of an instructional program and the professional development process.
CRN 50901	Online Tuesdays, 6:00 – 9:00 pm September 23, 30 October 7, 14, 21, 28 November 4, 11, 18, 25	
J. Withrow		
EDUC 508.67 (W) Critical Research Literacy in Education	Saturday, 9:00 am – 4:00 pm January 10	This course focuses upon reading and interpreting educational research in relation to the students' educational context. This course will begin to focus the students' attention on the final capping experience.
CRN 50902	Online Mondays, 6:00 – 9:00 pm January 12, 19, 26 February 2, 9, 23 March 2, 9, 23, 30	
M. Burse/W. Mackey		
EDUC 569.67 (S) Selected Topics in Education: Methods for Teaching English as an Additional Language (EAL) Learners	Saturdays, 9:00 am – 4:00 pm April 18; June 6	This hands-on course introduces teachers how to identify and address the learning needs of English as an Additional Language (EAL) learners in content area classes. Students will explore how content-language integrated lessons may be developed and implemented in their own contexts. This course can be taken as both part of students' MEd studies or as a stand-alone professional development course.
CRN 14823	Online Mondays, 6:00 – 9:00 pm April 13, 20, 27 May 4, 11, 25 June 1	
M. George	Plus 3 hours asynchronous	

EARLY ELEMENTARY PEDAGOGY COHORT (Online)

COURSE	DATES	DESCRIPTION
EDUC 536.66 (F) Program Development CRN 50927 E. Munroe	Thursdays, 6:00 – 9:00 pm October 2 – November 6	This course introduces graduate students to models of integrating curriculum, incorporating play, focusing on inquiry, and teaching 21 st century competencies in a complex, possibly multi-aged, early elementary classroom.
EDUC 569.72 (W) Selected Topics: Inclusion CRN 50903 K. Fougere	Tuesdays, 6:00 – 9:00 pm January 13 – March 24 plus 6 hours TBD (no class March 18)	Graduate students will explore research and practice into inclusive early elementary classrooms and relate these understandings to planning, instruction, and assessment in multi-ability, possibly multi-aged classroom settings.
EDUC 569.69 (S) Selected Topics: Play Based Curriculum for Lifelong Learning CRN 14824 E. Munroe	Thursdays, 6:00 – 9:00 pm April 9, 16, 23, 30; May 7, 14, 21 and 28 Saturdays, 9:00am – 4:00pm April 11 and May 30 Xavier Hall 126	This course provides graduate students with a deep understanding of the research and practice of incorporating play into early elementary grades in public school.

FRENCH IMMERSION RESOURCE COHORT 4 (Dartmouth/Online)

Central Office, 33 Spectacle Lake Drive, Dartmouth, NS, B3B 1X7

COURSE	DATES	DESCRIPTION
EDUC 532.10 (F) L'étude du curriculum en Immersion français CRN 50904 I. Bernard Immersion française cohorte 4	les samedis 9h-15h 20 septembre 2014 25 octobre 2014 22 novembre 2014 Collaborate: les lundis 29 septembre, 6 octobre, 3 et 10 novembre de 16h à 19h Moodle: 6 heures à déterminer	Les participants à ce cours étudieront les résultats d'apprentissage des programmes d'études pour l'immersion/l'école francophone en Nouvelle-Écosse et analyseront les ressources disponibles pour les divers cours et niveaux d'études avec l'optique des approches contemporaines de la planification des programmes d'études. Les participants développeront leurs connaissances pour se préparer à aider les élèves en difficultés. Les participants approfondiront leurs perspectives en étudiant les programmes d'études d'autres provinces.

COURSE	DATES	DESCRIPTION
EDUC 520C.20 (W) L'enseignement différencié en mathématiques en immersion française à l'élémentaire CRN 51041 S. MacDonald Immersion française cohorte 4	Les samedis - 17 janvier, 14 février et 7 mars 2015 de 9h 00 à 15h 00 Collaborate : les mercredis-les 21 janvier, 4, 18 et 25 février de 16h 30 à 19h Moodle: 8 heures	Ce cours visera la différenciation des mathématiques à l'élémentaire pour aider les élèves qui ont des difficultés avec les concepts de mathématiques. Les participants à ce cours apprendront à: <ul style="list-style-type: none"> · Développer et mettre en œuvre l'enseignement de stratégies, y compris l'utilisation de matériel de manipulation et de la technologie, afin d'aider dans le processus d'apprentissage et d'instruction ; · Explorer les questions du processus, du contenu et de l'évaluation des mathématiques à l'élémentaire; · Comprendre la vision pour l'enseignement des mathématiques selon le Programme d'études de l'Atlantique et soutenu par des organisations comme le National Council of Teachers of Mathematics (NCTM); · Analyser d'une façon critique la recherche et son implication pour l'enseignement de mathématiques dans la salle de classe.
EDUC 508.68 (S) Analyse critique de la recherche en éducation CRN 14903 A. Curry	Les samedis – 28 mars, 11 avril et 2 mai 2014 9h 00 à 15h 00 Collaborate : les mercredis-les 1, 8, 15 et 22 avril 2015 de 16h 30 à 19h 00 Moodle: 8 heures entre le 28 mars et le 9 mai 2015	Ce cours vise à développer des consommateurs plus avertis de la recherche et des innovations en éducation. Les participants évalueront des rapports de recherche ainsi que des documents publiés par les ministères, les conseils scolaires et les autres organismes impliqués à l'éducation publique. Comme tâche culminante, ils créeront une bibliographie critique.

INDIGENOUS COHORT (Online)

COURSE	DATES	DESCRIPTION
EDUC 541.66 (F) Administration of Indigenous Schools CRN 50906 J. Tompkins	Thursdays, 7:00 – 10:00 pm September 18 – December 4	Administration of Indigenous Schools. This course focuses on the history of formal schooling in Indigenous communities and examines issues, challenges and successes in schooling. Conceptions of learning from First Nations, Metis and Inuit perspectives will be explored. Decolonizing approaches to schooling will be highlighted.
EDUC 561.66 (W) Leadership and Administrative Theories CRN 50907 J. Tompkins	Wednesdays, 7:00 – 10:00 pm January 7 – March 25 (no class March 18) plus 3 hours TBD	This course examines conceptions of leadership drawn from indigenous contexts. Graduate students will explore models of leadership supporting Indigenous ways of knowing/being/doing that are distributed, shared and inclusive in nature.

EDUC 520D.66 (S) Current Research in Curriculum: Infusing Indigenuity in Math and Science Education CRN 14826 L. Lunney Borden	Wednesdays, 7:00 – 10:00 pm April 1 – June 30, 2014 plus 6 hours TBD	This course explores ways that Eurocentricism in math and science education is being decolonized. Case studies, curriculum initiatives and examples of creating spaces for Elder knowledge(s) in schools from a variety of Indigenous contexts will be celebrated in this course.
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MENTAL HEALTH AND WELLNESS COHORT (Online)

Chignecto-Central Regional School Board, 60 Lorne St., Truro, NS, B2N 3K3

COURSE	DATES	DESCRIPTION
EDUC 520I.66 (F) Comprehensive School Health CRN 50908 Brian MacIsaac	Saturday September 20 and Saturday November 29 9:00am – 4:00pm Wednesdays, 6:00 – 9:00 pm October 1 – November 19	This course provides graduate students with an interest in health and wellness with an opportunity to acquire/knowledge/skills/attitudes needed for supporting a comprehensive school health curriculum in the public education system. An overview of the main components of a comprehensive school health curriculum and associated pedagogical and school wide approaches will be explored.
EDUC 505.67 (W) Introduction to Educational Research CRN 50909 R. White	Tuesdays, 6:00 – 9:00 pm January 6 – March 31 (no class March 17)	This course uses the school planning for improvement process as a vehicle to introduce approaches to educational research, particularly as it relates to mental health and wellness. It also includes a basic introduction to graduate student writing and literature review methodology
EDUC 561.67 (S) Leadership and Administrative Theories CRN 14827 J. Tompkins	Saturdays, 9:00 am – 4:00 pm April 11, May 23 Wednesdays, 6:00 – 9:00 pm April 8, 15, 22; May 13, 20, 27 Thursday May 7, 6:00 – 9:00pm April 29 – Asynchronous	This course is an introduction to theory, research and practice in educational administration. Emphasis is placed on the evolutionary nature of administrative theory and its role on the operation of the public school system. This course will focus on how to provide students with theory and practice that can advance the inclusion of mental health and wellness in schools.

ONLINE (Times indicated are Atlantic Time)

Courses indicated with an asterisk () will be available simultaneously face-to-face and online (via Collaborate) - students can choose to take the course in a face-to-face setting or online.

COURSE	DATES	DESCRIPTION
EDUC 508.66 (F) Critical Research Literacy in Education CRN 50910 M. Meyer	Wednesdays, 7:00 – 10:00 pm September 10 – December 3	This course examines educational research issues and trends from the perspective of professional practice. Students will explore a variety of educational research publications in relation to their own educational context. Prerequisite: EDUC 505.

COURSE	DATES	DESCRIPTION
<p>EDUC 532.67 (F) Curriculum Theory (Diversity +)</p> <p>CRN 50900</p> <p>L. Kearns</p>	<p>Mondays, 7:00 – 10:00 pm</p> <p>September 8 – December 1 (no class October 13)</p>	<p>This course explores the ideas of major curriculum theorists and the implications for program development</p>
<p>* EDUC 533.10 (F) Dynamics of Change</p> <p>CRN 50895</p> <p>W. MacAskill</p>	<p>Thursdays, 5:00 pm – 8:00 pm</p> <p>September 11 – November 27</p>	<p>This course examines major concepts in the successful implementation of change. Students will learn to recognize and understand the ways in which change can have an impact on education.</p>
<p>* EDUC 569.10 (F) Selected Topics in Education: Methods for Teaching English as an Additional Language (EAL) Learners</p>		<p>This hands-on course introduces teachers how to identify and address the learning needs of English as an Additional Language (EAL) learners in content area classes. Students will explore how content-language integrated lessons may be developed and implemented in their own contexts. This course can be taken as part of students' MED studies or as a stand-alone professional development course.</p>
<p>EDUC 569.66 (F) Selected Topics in Education: Women in Educational Leadership</p> <p>CRN 50911</p> <p>I. Robinson</p>	<p>Wednesdays, 7:00 – 10:00 pm</p> <p>September 10 – November 26</p>	<p>This course is an introduction to the study of women in educational leadership. It will deepen our understanding of systems which maintain power and privilege in our society and consequently in our system of education. It opens a space for the voices of minority and women leaders to inform educational leadership and celebrates the unique qualities women can bring as leaders. It will examine the barriers women experience in educational leadership, various leadership approaches, and current leadership theory.</p>
<p>EDUC 569.67 (F) Selected Topics in Education: Issues in Supervision</p> <p>CRN 50912</p> <p>W. Mackey</p>	<p>Mondays, 7:00 pm – 10:00 pm</p> <p>September 8 – December 1 (no class October 13)</p>	<p>This course will explore the critical role that the instructional leader plays in the transformation of schools and increasing student achievement through the supervision of instruction. The course begins by briefly comparing the role of the traditional principal to that of the instructional leader. Time will be spent examining the available tools and skills that the instructional leader has as well as the tasks that lead to the ultimate goal of student achievement through the monitoring of instruction.</p>
<p>EDUC 569.69 (F) Selected Topics in Education: Blended Learning Environments</p> <p>CRN 50916</p> <p>S. Taylor-Foley</p>	<p>Mondays, 7:00 – 10:00 pm</p> <p>September 8 – December 1 (no class October 13)</p>	<p>An exploration of blended learning and using online environments to extend traditional face-to-face class teaching through to developing fully hybrid/blended models. Topics include pedagogical approaches, creating and selecting resources, building levels of interactivity for learning, Universal Design for Learning (UDL), Project Based Learning (PBL) in the online environment, flipped classrooms, infrastructure supports and managing change. Course participants will be applying theory and research into practical applications.</p>

COURSE	DATES	DESCRIPTION
<p>*EDUC 507.20 (W) Qualitative Research Methods in Education</p> <p>CRN 50897</p> <p>J. Mitton</p>	<p>Mondays, 5:00 pm – 8:00 pm</p> <p>January 5 – March 30 plus 3 hours TDB (no class February 16 & March 16)</p>	<p>This course explores current qualitative methodologies used in educational contexts. Students will explore the components of a research proposal and develop an understanding of methodologies such as phenomenology, ethnography, critical theory, narrative, and action research. Students will develop a qualitative research proposal. Normally EDUC 507 is for students pursuing a thesis or project. Prerequisite: EDUC 505.</p>
<p>EDUC 508.68 (W) Critical Research Literacy in Education</p> <p>CRN 50913</p> <p>M. Meyer</p>	<p>Asynchronous</p> <p>January 5 – March 30</p>	<p>This course examines educational research issues and trends from the perspective of professional practice. Students will explore a variety of educational research publications in relation to their own educational context. Prerequisite: EDUC 505.</p> <p>Asynchronous e-learning is an interactive, student-centred approach to learning that is not bounded by geography or time. Students have the freedom to log on to Moodle at any time, interacting with course content, downloading documents, accessing links, and sending messages to teachers or peers. There is no scheduled weekly class time, although your professor will set regular office hours during which he/she will be available for a real-time conversation via telephone, Skype, or Collaborate. Because there is no set class time to attend each week, students can complete weekly assigned learning tasks and interactions with peers around their own work and personal schedules. In contrast to the real-time conversations in face-to-face classes and in Collaborate, students can spend time reflecting on and refining their contributions to guided prompts from their instructor, identifying connections to readings and other resources and posting these responses to the Moodle discussion forum.</p>
<p>EDUC 536.67 (W) Program Development</p> <p>CRN 50914</p> <p>M. Olson</p>	<p>Wednesdays, 7:00 – 10:00 pm</p> <p>January 7 – March 25 plus 3 hours TBD (no class March 18)</p>	<p>Program development is investigated from the practitioner's perspective using narrative inquiry to explore relationships among the four curriculum commonplaces of students, teacher, curriculum, and milieu.</p>
<p>EDUC 569.68 (W) Selected Topics in Education: Methods for Teaching English as an Additional Language (EAL) Learners</p>		<p>This hands-on course introduces teachers how to identify and address the learning needs of English as an Additional Language (EAL) learners in content area classes. Students will explore how content-language integrated lessons may be developed and implemented in their own contexts. This course can be taken as part of students' MEd studies or as a stand-alone professional development course.</p>

COURSE	DATES	DESCRIPTION
EDUC 569.70 (W) Selected Topics in Education: Special Topics in Science Education (K-12)		Science education in the 21st century examines the theoretical and practicality of teaching interdisciplinary science in today's classrooms. Students will be introduced to STSE, STEM, and STEAM along with a host of other ideas prevalent within science education of today. Students do not need to be science teachers as this is a very interdisciplinary course and all subject areas come into play. This course is open to educators teaching science at any level from K1-12.
EDUC 569.71 (W) Selected Topics in Education: Assessment for Learning CRN 50918 L. MacDonald	Wednesdays, 7:00 pm – 10:00 pm January 7 – March 25 plus 3 hours TBD (no class March 18)	This course will examine assessment as an ongoing process and an integral part of teaching practice. Students will examine how to use assessment to inform instruction and, in so doing, increase student achievement. Various assessment strategies will be examined with a focus on creating portfolios for assessment purposes.
EDUC 569.74 (W) Selected Topics in Education: Global Education CRN 50925 B. Mwebi	Wednesdays, 7:00 pm – 10:00 pm January 7 – March 25 plus 3 hours TBD (no class March 18)	The course will explore global education frameworks anchored in the core concept of the interconnectedness nature of the global community we live in. It will provide critical analysis of the theory and practice, the assumptions that underlie the essential domains of global education. It will also examine ways to help teachers nurture responsible and active future citizens who can take action and make a positive difference at a local community, nation and global level.
EDUC 573.67 (W) Professional Development and Supervision CRN 50919 J. Withrow	Thursdays, 7:00 pm – 10:00 pm January 8 – March 26 plus 3 hours TBD (no class March 19)	This course addresses the role of supervision in an instructional program, focusing on human resources and the professional development process for instructional and support staff.
* EDUC 501.30 (S) School Data Management CRN 14821 W. Kraglund Gauthier	Thursdays 5:00 – 8:00 pm April 2 – June 4 plus 6 hours TBD Room: XH 123	This course will explore how to gather, interpret, and translate classroom, school, and provincial student assessment data as part of evidence-based decision making.
EDUC 508.66 (S) Critical Research Literacy in Education		This course examines educational research issues and trends from the perspective of professional practice. Students will explore a variety of educational research publications in relation to their own educational context. Prerequisite: EDUC 505.
EDUC 527.66 (S) Principles of Learning CRN 14829 C. Boulter	Wednesdays, 7:00 – 10:00 pm April 1 – June 3 plus 6 hours TBD	This course examines theories of learning and development and their implications for instruction. In addition to the general cognitive and behaviourist theories, the course will focus on the aspects of cognitive learning that are relevant to understanding the diversity of learners.

COURSE	DATES	DESCRIPTION
<p>EDUC 561.66 (S) Leadership and Administrative Theories</p> <p>CRN 14830</p> <p>M. Meyer</p>	<p>Asynchronous</p> <p>April 1 – June 5</p>	<p>This course is an introductory to theory, research, and practice in educational administration. Emphasis is placed on the evolutionary nature of administrative theory and its role in the operation of public education systems.</p> <p>Asynchronous e-learning is an interactive, student-centred approach to learning that is not bounded by geography or time. Students have the freedom to log on to Moodle at any time, interacting with course content, downloading documents, accessing links, and sending messages to teachers or peers. There is no scheduled weekly class time, although your professor will set regular office hours during which he/she will be available for a real-time conversation via telephone, Skype, or Collaborate. Because there is no set class time to attend each week, students can complete weekly assigned learning tasks and interactions with peers around their own work and personal schedules. In contrast to the real-time conversations in face-to-face classes and in Collaborate, students can spend time reflecting on and refining their contributions to guided prompts from their instructor, identifying connections to readings and other resources and posting these responses to the Moodle discussion forum.</p>
<p>EDUC 569.66 (S) Selected Topics in Education: Teacher Leadership through Reflective Practice</p> <p>CRN 14831</p> <p>A. Francis</p>	<p>Tuesdays, 7:00 pm – 10:00 pm</p> <p>April 7, - June 9 plus 6 hours TBD</p>	<p>This course explores the development, enactment and impact of teacher leadership in schools. Students will be presented with an opportunity to unpack the numerous ways in which teachers provide leadership in their school communities while examining their own practice. The course is designed around three major themes: who is the teacher leader; teacher leader theory into practice; and school community capacity building. Consideration will be given to both informal and formal teacher leadership roles and activities.</p>

PHYSICAL EDUCATION COHORT (Halifax/Online)

COURSE	DATES	DESCRIPTION
<p>EDUC 527.66 (F) Principles of Learning</p> <p>CRN 50920</p> <p>C. Boulter</p>	<p>Saturdays, 9:00 am – 4:00 pm September 13; November 22</p> <p>Online Mondays, 6:00 – 9:00 pm September 22 – November 17</p>	<p>This course examines theories of learning and development and their implications for instruction. In addition to the general cognitive and behaviourist theories, the course will focus on the aspects of cognitive learning that are relevant to understanding the diversity of learners.</p>
<p>EDUC 508.69 (W) Critical Research Literacy in Education</p> <p>CRN 50921</p> <p>I. Robinson</p>	<p>Online: Tuesdays, 7:00 – 10:00 pm</p> <p>January 6 – March 31 (no class March 17)</p>	<p>This course focuses upon reading and interpreting educational research in relation to the students educational context. This course will begin to focus the students attention on the final capping experience.</p>

<p>EDUC 520J.66 (S) Current Research in Curriculum: Outdoor / Experiential Education</p> <p>CRN 14832</p> <p>B. Smith</p>	<p>Fridays, 6:00 – 9:00 pm Saturdays, 9:00 am – 4:00 pm May 8/9, 22/23 ; June 13</p> <p>Online Wednesdays, 6:00-9:00 pm May 6, 20 June 3, 10</p>	<p>Experiential Education is an instructional practice that utilizes hands-on learning or learning through direct experiences. We will explore the many facets of experiential learning: reflection, environmental education, outdoor education, service learning, schoolyard-enhanced learning, and community-based education, and connect learning experiences to research. We will challenge our instructional notions by situating learning by doing into a curricular framework and determine how public education can be improved through experiential approaches.</p>
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NURSING / HEALTH SCIENCES COHORT (Online)

COURSE	DATES	DESCRIPTION
<p>EDUC 534.66 (F) Introduction to Educational Foundations</p> <p>CRN 50922</p> <p>J. Tompkins</p>	<p>Antigonish: Friday, September 19 1:00 – 4:00 pm Saturday, September 20 9:00 am – 4:00 pm</p> <p>Online: Mondays, 7:00 – 10:00 pm September 29 October 6, 20, 27 November 3, 10, 17, 24 December 1</p>	<p>This course provides graduate students with an opportunity to deepen their understanding and awareness of how issues of power and privilege have shaped their own and their clients’/students’ lives. Health educators will (re)think their pivotal role as leaders promoting health and wellness alongside larger issues of equity and social justice.</p>
<p>EDUC 529.66 (W) School and Teaching Effectiveness</p> <p>CRN 51032</p> <p>A. Francis</p>	<p>Tuesdays, 7:00 – 10:00 pm</p> <p>January 6 – March 31 (no class February 18)</p>	<p>An examination of research on school and teaching effectiveness and the implications of this research for school improvement.</p>
<p>EDUC 505.66 (S) Introduction to Educational Research</p> <p>CRN 14833</p> <p>L. MacDonald</p>	<p>Wednesdays, 7:00 – 10:00 pm</p> <p>April 8 – June 3</p> <p>Plus 9 hours asynchronous</p>	<p>This introductory research course serves as an invitation to educational research. Students will explore research issues and critically interpret the main types of research, including descriptive research, qualitative research, policy research, case studies and quantitative research methodologies. It also includes a basic introduction to graduate student writing and literature review methodology.</p>

PHD IN EDUCATIONAL STUDIES

Inter-University Doctoral Program in Educational Studies

The PhD in Educational Studies is offered in partnership by St. Francis Xavier University, Mount Saint Vincent University, and Acadia University. This research-oriented doctoral program is jointly administrated by the Inter-University Doctoral Administrative Committee (IDAC). Applicants are admitted to one university and graduate from that Home Institution of Record. The website for the inter-university doctoral program is www.educationphd.ns.ca.

Doctoral students can focus their studies on one or more of six interrelated themes: curriculum studies, educational foundations and leadership, inclusive education, lifelong learning, literacies, and the psychological aspects of education. Applicants are encouraged to review the research interests of education faculty members at all three participating universities, available at their respective websites. An average of 14 students will be admitted each year: 6 at Mount St. Vincent University, 4 at St. Francis Xavier University and 4 at Acadia University. The IDAC may consider applicants on a case-by-case basis and waive the fixed application date, if deemed warranted and if space is available in the program for that year.

Admission Requirements

- A Master's level degree from a recognized university in education or in a related field of study (a cognate discipline);
- Normally, a graduate thesis in a field related to the proposed doctoral studies. Those applicants who have not completed a thesis are required to submit evidence of their ability to undertake research in education through the completion of a qualifying research paper of sufficient depth and scope to reflect their research competence;
- Evidence of scholarly preparation to conduct research, normally including graduate level courses in quantitative and/or qualitative research methods and design;
- Three letters of reference, normally including two academic and one professional;
- A recent curriculum vitae indicating current initiatives in education and any academic, scholarly work to date;
- A letter of intent indicating a proposed area of study from among the six interrelated themes of educational studies;
- A minimum of A- or 80% average in his or her highest degree.

Note: Qualified applicants will only be admitted if a suitable supervisor and program can be provided. To achieve success in this doctoral program, applicants must demonstrate strong reading, writing, and comprehension skills in the English language.

For further information contact:

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www.educationphd.ns.ca

DIPLOMA PROGRAMS

DIPLOMA IN INTELLECTUAL DISABILITY STUDIES (ONLINE)

The Diploma in Intellectual Disability Studies is a professional/personal development non-credit opportunity for individuals who have some training and/or experience working or living with people who have intellectual disabilities. This online program builds on the knowledge and skills participants already possess regarding community-building and human care (Winner of the 2012 *Award of Excellence* from Canadian Association of University Continuing Education).

The focus of this program is a holistic approach to the needs of persons with intellectual disabilities with emphasis on building community, fostering spirituality, and celebrating individual giftedness. Participants are required to take part in weekly online discussions with the instructor and course participants. The program has a limited enrollment and each 12-week course is offered on a cyclical schedule. The program can be completed in 2.5 years. Upon completion of the 5 courses participants will receive a professional development Diploma in Intellectual Disability Studies.

COURSE	DATES	DESCRIPTION
INDS 110 Foundations of Disability and Caregiving A. Escrader	September 15 to December 5, 2014	This course provides a foundation in the history and evolution of the concept of disability in the West, from socio-cultural and medical perspectives. It also examines social, economic, and political policy approaches and how they have been used to care for, label, or control people with disabilities. The topics are explored through the lens of intellectual disability, but also have general relevance for all disabilities.
INDS 120 Relationships, Advocacy, and Vision A. Escrader	January 19 to April 11, 2015	This course focuses on enduring questions and contemporary issues related to building relationship and community together with people who have intellectual disabilities. This course takes the position that having a disability is not so much an individual problem or deficit as it is a socially- and culturally-mediated phenomenon.
INDS 130 Human Development S. Doyle	September 15 to December 5, 2014	The purpose of this course is to introduce students to the field of human development and to persons with intellectual disabilities. A critical examination of a number of issues related to development will shed light on current practices in human services. This course will focus on insights, challenges, and opportunities related to the cognitive/physical, social/emotional, and spiritual/moral aspects of development and persons with intellectual disabilities.
INDS 140 Building Community M. Hryniuk	January 19 – April 11, 2015	A spiritual approach is used to examine topics such as understanding self/understanding others, spirituality and relationships, and building inclusive communities.
INDS 150 Practicum D. Leuschner	Open Access	The intent of the practicum is to provide an opportunity for learners to apply to the work or home setting the strategies and theories learned in the first four courses. The specific focus of the practicum is to be determined in consultation with the practicum advisor.

Tuition: \$515 per course + texts

Courses are also offered independently for interest (excluding the practicum).

Information/Registration:

Diploma in Intellectual Disability Studies
 Continuing & Distance Education
 St. Francis Xavier University
 PO Box 5000, Antigonish, NS B2G 2W5
 Phone: (902) 867-3319 or toll free 1-877-867-5562
 Email: inds@stfx.ca
 Website: sites.stfx.ca/continuingeducation/INDS

DIPLOMA IN MINISTRY (PRINT-BASED)

The Diploma in Ministry consists of five 12-week courses that can be taken over a 2 to 3 year period through print-based distance education. Current study topics include: ministry, scripture, adult religious education, sacraments, and contemporary catholic issues. This is a learner-centered program with curriculum and assignments relevant to the student's experience and church involvement. The program concludes with a practicum whereby the student develops a ministry-based project.

The Certificate in Lay Ministry is an alternative to the diploma program and requires completion of MNST 110 (see below) and any 3 electives in the Diploma in Ministry Program. Courses are offered independently for interest (excluding the practicum).

COURSE	DATES	DESCRIPTION
MNST 110 Ministry in the Christian Community: Called to Service M. Boucher	September 8 – November 28, 2014	This course examines the evolution of various dimensions of ministry. It places particular emphasis on collaborative ministry and our call to service through baptism.
MNST 120 Adult Religious Education M. J. McKinnon-Simms	January 5 – March 27, 2015	This course offers an overview of adult education theory as it applies to ministry. Effective strategies and techniques for adult religious education are included.
MNST 130 Biblical Foundations C. MacDonald	September 8 – November 28, 2014	This course examines the Old and New Testaments so that the learner will come to an appreciation of the historical, literary, and theological features of the Bible. The learner will acquire knowledge of biblical material as it relates to contemporary ministry.
MNST 140 Christian Sacraments TBA	TBA	This course examines the sacraments in light of today's changing reality of Church.
MNST 170 Practicum S. Eaton	Open Access	In collaboration with a diocese/parish and the Program Office, the learner designs and delivers a ministry project which integrates acquired knowledge and skills, which responds to the needs of the local church, and which addresses the interests of the learner.

Tuition: \$515 per course + texts

Courses are also offered independently for interest (excluding the practicum).

Information/Registration:

Ministry Programs Office

Continuing & Distance Education

St. Francis Xavier University

PO Box 5000, Antigonish, NS B2G 2W5

Phone: (902) 867-3319 or toll free: 1-877-867-5562

Email: diplomainministry@stfx.ca

Website: sites.stfx.ca/continuingeducation/ministry/

SPECIAL INTEREST COURSES

StFX Continuing & Distance Education offers a variety of non-credit special interest courses. Professional development courses include University Math Preparation, and Teaching English as a Second Language. Workshop topics vary through the term but include broad categories such as computer programs, art workshops and modern languages (e.g., French, German, and Spanish).

LEARNING LUNCHES (Antigonish)

COURSE	DATES	DESCRIPTION
Learning Lunches and Mini-Lecture Series for 55+ Presenters and topics TBA For additional information call (902) 867-5561 or email: mlmacinn@stfx.ca	Learning Lunches – 3 rd Wednesday of the month(except December) 12:00 to 1:00 pm Sept 17, Oct 15, Nov 19, Dec 10 Mini-Lectures Series - 10:00 am to Noon: Tuesdays, Oct 7, 14 & 21 Fridays, Oct 24 & 31 & Nov 7	StFX Continuing & Distance Education offers a series of Learning Lunches and Mini-Lectures in partnership with People’s Place Library, Antigonish. Talks are presented once a month, September to May in People’s Place Library or other locations in Antigonish and other dates as announced. Content is geared toward adults 55+ but talks are open to the general public and are free of charge. Pre-registration requested for Mini-Lectures: call 867-5561 or email mlmacinn@stfx.ca ; nutrition break provided. Registration not required for Learning Lunches; bring your lunch and enjoy an hour of interesting and informative discussion.

UNIVERSITY MATH PREPARATION (Online)

COURSE	DATES	DESCRIPTION
University Math Preparation D. MacFarlane	January 26 – March 15, 2015 Tuition: \$373.75 (includes HST) Registration deadline: January 23, 2015	This non-credit interactive course is intended to prepare students for university level math courses. Some of the main topics studied in this course are mathematical functions, trigonometry, and an introduction to limits. This online course uses Moodle and Collaborate™ (a microphone and speakers or headset is required) and features 12 lessons, video lectures, supplementary materials as well as guidance and feedback from the instructor. This is a great opportunity to prepare for successful participation in university math courses, from the convenience of your home, and with flexibility for your schedule.

TEACHING ENGLISH AS A SECOND LANGUAGE (Antigonish)

COURSE	DATES	DESCRIPTION
Teaching English as a Second Language S. Neville-MacLean	March 3 - March 24, 2015 Tuesdays, 6:00 – 8:00 pm Registration Deadline: February 28, 2015 Tuition: \$92 (includes HST)	Considering going abroad to teach English? Interested in tutoring a non-English speaker in your hometown? Why not add to your skill set (and resume) in a relaxed atmosphere? Join us for an informal class about Teaching English as a Second Language (TESL)/Teaching English as a Foreign Language (TEFL)/Teaching English to Speakers of Other Languages (TESOL). During group discussions, topics to be addressed will include how to teach reading, writing, speaking, and listening; considering student motives for learning English; addressing grammar issues; and finding resources.

Information / Registration:

Continuing & Distance Education
St. Francis Xavier University
2175 Varsity Drive, MacDonald Hall
PO Box 5000, Antigonish, Nova Scotia B2G 2W5
Phone: (902) 867-3319 or toll free (877) 867-5562
Fax: (902) 867-5154 or email: cmaceach@stfx.ca

UNIVERSITY SERVICES / INFORMATION

■ CAMPUS STORE (StFX Bookstore)

For Bookstore information, check their website at: www.mystfx.ca/campusstore/

Texts and course packs for distance courses can be ordered through the StFX Bookstore:
www.mystfx.ca/campusstore/students/index.htm Click on **Off Campus and Online Course Texts**

■ LIBRARY (Angus L. Macdonald Library)

Library Services for Distance and Continuing Education Students

http://sites.stfx.ca/library/distance_education - This site provides information, guidance and contact information.

Register with the StFX Library - In order to access StFX's online library resources, check out books or use our document delivery services, you must first register as a library patron and then update your account each year of your program. Please register or update your information before you require these services to avoid any delays. You can register in person or simply go to the **Library Services for Distance and Continuing Education Services** page on our website (http://sites.stfx.ca/library/distance_education/), scroll down to the section called **Register Your StFX ID Card** and click on the Access Services E-mail Link. Once the message opens, fill in all the fields and hit send. You should be registered within one (1) business day, unless otherwise stated. All library correspondence is done via your StFX e-mail account, so please be sure to check your messages often. For general inquiries, call our circulation desk at (902) 867-2228. If you have research related questions, our on-duty reference librarian would be happy to assist you. Call (902) 867-2242 or e-mail reference@stfx.ca.

Where do I begin?

Normally your local library (whether a university, college, hospital or public library) should be your first resource for locating research material. Most local libraries will lend books and allow you to photocopy materials. Some libraries will facilitate borrowing materials from other libraries through interlibrary loan. A charge may apply to some or all of these services.

StFX will provide registered students with a library card and an ASIN card (for use at Acadia and libraries outside NS). Your StFX library card can be used to borrow books from StFX or any library in the Novanet system. Most Canadian academic libraries now allow in person borrowing upon presentation of a CAUL (ASIN) card. For inquiries about library cards, contact the Access Services Desk circdesk@stfx.ca or kmacsween@stfx.ca

What support is offered?

- Advice on library procedure
- Solutions to problems with library cards
- Document delivery of books and journal articles
- Support for literature searches
- Assistance in locating specific materials
- Technical support with the use of electronic resources such as online journals

Remote access to the Library's Electronic Resources

Your WebFX user name (for example x2010abc) and password (same as for Webmail) allow off campus users to access the library's electronic journals and databases through a "proxy server."

Some of the full text databases available through the proxy server are:

- **Proquest Research Library**- A good general starting place
- **ABI Inform (ProQuest)** - International business and management journals
- **CBCA** - Canadian daily new sources and major Canadian publications

To access these and other databases:

1. Go to library homepage: <http://library.stfx.ca/>
2. Select Electronic Resources on the top right side of the screen under favourites
3. Select the database you wish to search
4. Respond to the Proxy Server when prompted by using your WebFX user name and password

■ **TRAMBLE ROOMS – CENTRE FOR ACCESSIBLE LEARNING**

The Centre for Accessible Learning welcomes students with documented disabilities and offers them a student-centred program of support. The Tramble Rooms are both a work place and a drop-in centre for the Program for Students with Disabilities / Accessible Learning at StFX. Located on the 4th floor of the Students' Union Building, 421 Bloomfield Centre, new and returning students come here to meet with Program staff and to receive help with program planning, study skills, time management, tutoring, exam accommodations, audio texts, adaptive technology, and disability grant applications. Two assistive technology stations equipped with high speed scanners, Kurzweil, Word Q Speak Q, Inspirations, and Dragon Naturally Speaking are available for student use.

Contact: Bloomfield Centre 421
Phone: (902) 867-5349
Fax: (902) 867-3979
Email: tramble@stfx.ca

■ **THE WRITING CENTRE**

<http://www.sites.stfx.ca/writingcentre/>

The services of the Writing Centre are available to all StFX students and are designed to complement course work. Students can arrange one-to-one meetings with an instructor to discuss specific work in progress or to assess and improve their academic skills, such as note-taking, time management, grammar, oral presentations, and exam preparation.

The Writing Centre can help students

- develop a research plan,
- develop a thesis statement,
- organize ideas and source material,
- document sources (MLA, APA).

Distance students can fax or email assignments or term papers for feedback; however, students should allow 1–2 weeks for staff to evaluate submissions.

The Writing Centre website (<http://www.sites.stfx.ca/writingcentre/>) is a valuable resource for students. In addition to providing tips and information on how to improve writing, check the Frequently Asked Questions (FAQs) page, which answers many of the common questions distance students ask.

If you need assistance, contact the Writing Centre at (902) 867-5221, by email at writingc@stfx.ca or by fax at (902) 867-5380.

UNIVERSITY DIRECTORY

Most inquiries can be handled by the Continuing & Distance Education Office. In some cases you may be referred to another university office.

Office	Numbers	Email
Continuing & Distance Education (Program Office)	(877) 867-3906	continuinged@stfx.ca
Undergraduate	(902) 867-2372	
Master of Education	(877) 867-3906 (902) 867-3906	med@stfx.ca
Distance Nursing (Post RN) Programs	(800) 565-4371 (902) 867-5190	distance.nursing@stfx.ca
Ministry Program	(877) 867-5562 (902) 867-3319	diplomainministry@stfx.ca
Moodle Support for Online courses		cdesupport@stfx.ca
Collaborate Teaching & Learning Support (Farnoush Zadeh)	(902) 867-5728	wkraglun@stfx.ca
Collaborate Technical Support (24/7)	(877) 382-2293	http://www.blackboard.com/Platforms/Collaborate/Support/Support-for-Blackboard-Collaborate.aspx
Academic Offices / Departments		
Academic Advising (Undergraduate)	(902) 867-3636 (902) 867-3754 (902) 867-3882	advising@stfx.ca
Admissions Office	(902) 867-2219	admit@stfx.ca
Dean of Arts	(902) 867-2165	jaker@stfx.ca
Dean of Business	(902) 867-4979	adurant@stfx.ca
Dean of Education	(902) 867-2247	education@stfx.ca
Dean of Science	(902) 867-3903	kmason@stfx.ca
Office of the Registrar	(902) 867-2160	registr@stfx.ca
Other Offices		
Business Office (account inquiries / receipts)	(902) 867-2123 (902) 867-3738	dnemeth@stfx.ca slmacdon@stfx.ca
Campus Store (Bookstore)	(902) 867-2450	campusstore@stfx.ca
Conference Services (Residence Office)	(902) 867-2855	stay@stfx.ca
Extended Library Services	(902) 867-2228	circdesk@stfx.ca
Recreation (Keating Millennium Centre)	(902) 867-2181	
Writing Centre	(902) 867-5221	writingc@stfx.ca
Technology Support Group (TSG) (Networks, phone, email, system passwords)	(888) 860-2356 (902) 867-2356	tsg@stfx.ca
Tramble Rooms – Centre for Accessible Learning	(902) 867-5349	tramble@stfx.ca
University Switchboard	(902) 863-3300 (877) 867-7839	

CAMPUS MAP: Please click the following link for a printable StFX Campus map
www.stfx.ca/sites/default/files/pages/StFX_Print_Map.pdf