



## Program of Study: Bachelor of Social Work Degree Transfer Program

*Keyano College reserves the right to modify the syllabus, curriculum, or schedule of any course/program, or to cancel a course/program entirely, at any time and for any reason. Such changes may be necessary due to unforeseen circumstances, regulatory requirements, or to ensure the highest quality of education.*

*Students will be notified of any significant changes as soon as possible. Keyano College is not responsible for any inconvenience or disruption caused by these changes. It is the responsibility of the students to stay informed about any updates or modifications to their courses.*

The information in this Registration Guide is accurate at the time of publication and is subject to change without notice. It is the students' responsibility to ensure the accuracy of their program and course choices. This Guide should be used along with the official version of the Keyano College Credit Calendar ([keyano.ca/creditcalendar](https://keyano.ca/creditcalendar)).

**Register for courses online** at <https://selfservice.keyano.ca/SelfService/Home.aspx>

**If you need assistance**, send a screenshot of your Self-Service issue to [student.advisors@keyano.ca](mailto:student.advisors@keyano.ca)

**Self Service instructions**, including a Frequently-Asked Questions & Troubleshooting document, can be found here: [Course Registration - Keyano College](#)

**If you choose not to follow the course sequence in your Program of Study, you might not complete the required courses in time to graduate.** Please see the program of study table with prerequisites listed for each course, to determine your progress toward graduation. Prerequisites are established to ensure students have the academic foundation to be successful in their courses.

**The following SECTION codes are reserved for specific programs.** If you register for these sections when you are not in the program, additional charges may be added to your account.

**Business Administration:**

- **BAV & BVHF** are reserved for **Business Aviation Diploma**
- **ES & ESHF** are reserved for **eSport Management Diploma**
- **HR & HRHF** are reserved for **Human Resource Management Diploma**

**Childhood Studies:**

- **ABLD & EBLD** are reserved for **Applied ELCC Diploma**

**University Studies:**

- **GOV** is reserved for **Governance & Civil Studies Diploma**
- **NURS** is restricted to **Bachelor of Science in Nursing Degree**
- **PN** is restricted to **Practical Nurse Diploma**
- **SOWK** is restricted to **Social Work Diploma**

**These sections will be removed from the schedules of students not in the programs for which they are reserved.**

### Multi-Part Courses

If your course includes a laboratory, tutorial, clinical, or practicum, please register for ALL required parts, and choose matching section codes.

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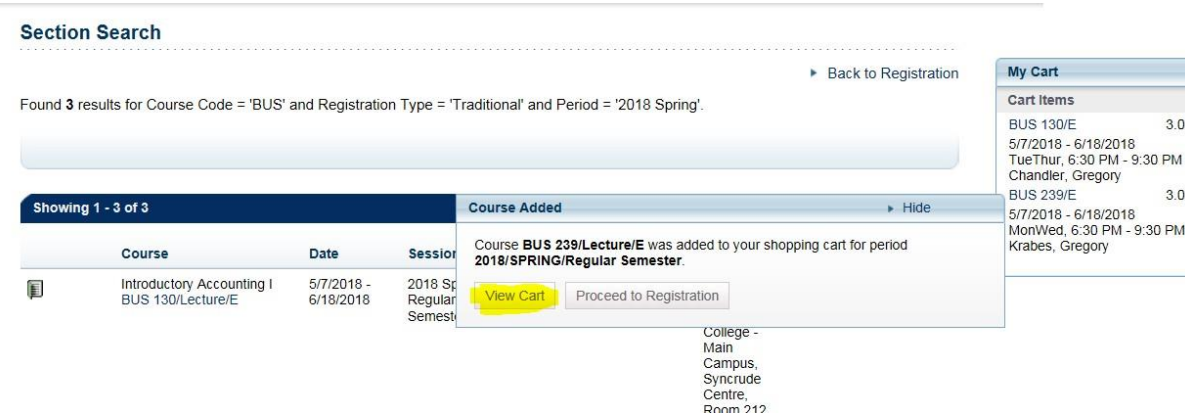
For example:

- BUS111 lecture A **and** laboratory A
- CHEM101 lecture B **and** laboratory BL **and** tutorial BT1

**Please Note:** All schedules are tentative and subject to change until the [last day to add/drop classes](#) each term.

It is the student's responsibility to check for time conflicts in the registration process.

1. **Check for time conflicts.** In Self Service, after you have more than one course in your cart, select **View Cart**



**Section Search**

Found 3 results for Course Code = 'BUS' and Registration Type = 'Traditional' and Period = '2018 Spring'.

Showing 1 - 3 of 3

Course	Date	Session
Introductory Accounting I BUS 130/Lecture/E	5/7/2018 - 6/18/2018	2018 Sp Regular Semester

**Course Added**

Course **BUS 239/Lecture/E** was added to your shopping cart for period **2018/SPRING/Regular Semester**.

[View Cart](#) [Proceed to Registration](#)

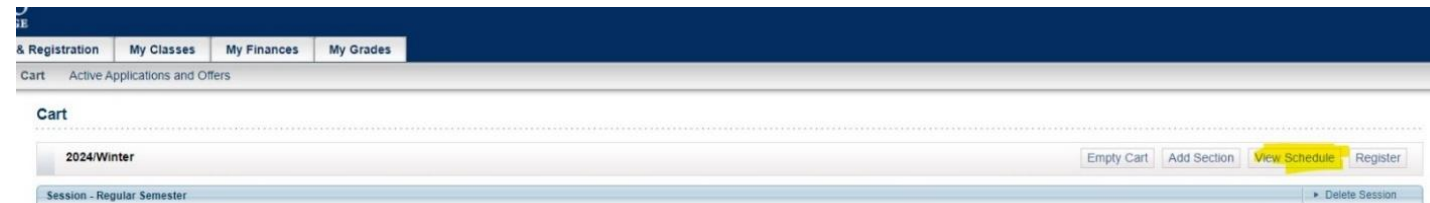
**My Cart**

**Cart Items**

- BUS 130/E 3.00  
5/7/2018 - 6/18/2018  
TueThur, 6:30 PM - 9:30 PM  
Chandler, Gregory
- BUS 239/E 3.00  
5/7/2018 - 6/18/2018  
MonWed, 6:30 PM - 9:30 PM  
Krabes, Gregory

College - Main Campus, Syncrude Centre, Room 212

2. Within the Cart, click on **View Schedule** to check for time conflicts.



**Cart**

2024/Winter

[Empty Cart](#) [Add Section](#) [View Schedule](#) [Register](#)

Session - Regular Semester

[Delete Session](#)

3. A time conflict will be visible because two courses are squeezed together in the same box on the grid:



4. If there is a time conflict, you will have to choose which course has priority, and drop the other. If there is no course conflict, continue.
5. Back in the Search Sections view, see if there is another section of your course that will not have a time conflict.
6. Continue to add courses, checking for time conflicts after each addition.

Please see next page for Program of Study guide.



## Program of Study: Bachelor of Social Work Degree Transfer Program

This degree program consists of four 4-month terms as a Keyano student, plus four 4-month terms at a university in another city or online. Keyano College's program is aligned with the University of Calgary. To be eligible to enter Year 3 of the U of C degree program, students must successfully complete 60 credits in specific subject areas. **A minimum grade of C- is required to transfer to the University of Calgary.**

**Transferability:** For information on transfer to various post-secondary institutions, please refer to the Alberta Transfer Guide at [transferalberta.alberta.ca](https://transferalberta.alberta.ca). Please note that every institution has its own policy regarding minimum grades needed for transfer credit.

Based on the number of credits required in an academic year, the number of credits required to reach Full Time (FT) status can vary.

- The six-week Spring term is an opportunity to take courses on offer that you may have missed.
- Students can only be Part Time in Spring.

The 60 credits you complete at Keyano College must include:

- 6 credits (two 3-credit courses) in Junior English
- 3 credits SOWK 201
- The remaining 51 credits can be any course that will transfer to University of Calgary

The [U of C website](#) has a list of general course areas that may be relevant to social work:

- English/Effective Writing
- Sociology
- Political Science
- Psychology
- Indigenous Awareness in the Canadian Context
- Human Development Across the Lifespan
- Social Welfare and Social Policy
- History
- Research Methods
- Statistics
- Ethics
- Communications
- Public Administration or Public Policy
- Gender Studies
- Anthropology
- Community Rehabilitation and Disability Studies

**You may reduce your course load and do fewer courses per term, but it will take you longer than four terms to become eligible for Year 3 and you will incur additional cost**