



**UNIVERSITY OF CALGARY**  
**FACULTY OF ARTS**  
**SCHOOL OF CREATIVE AND PERFORMING ARTS**  
**DNCE 201 - Introductory Contemporary Dance I**  
**Winter 2020 – Revised (includes new on-line content)**

Instructor Office Email Office hours	Andrea Downie CHD 525 <a href="mailto:andrea.downie@ucalgary.ca">andrea.downie@ucalgary.ca</a> Flexible - by appointment
Day(s), time(s) and location of class	Wednesday & Friday; 8:00-9:50 AM KNA 163, January 15 – March 11 / <b>ON-LINE March 18 – April 15</b>
Out of class activities	<u>Required:</u> Attend <b>or view on-line</b> ONE contemporary dance performance/event during the term.  <u>Recommended:</u> Attend one or more contemporary or modern dance class(es) in the community during the term.
Learning resources: required readings, textbooks and materials	<u>Required:</u> <ul style="list-style-type: none"> <li>• READING AND VIEWING <ul style="list-style-type: none"> <li>○ Links to required reading and viewing assignments will be posted on D2L.</li> </ul> </li> </ul>
Prerequisites	N/A
Supplementary fees	\$78.00 per student for accompanist, paid upon registration
Course description	<b>Introductory study of the techniques of contemporary dance.</b> This course will develop students' understanding of contemporary dance. In-class material and supporting <b>on-line assignments</b> will expose students to a range of modern and contemporary dance techniques and styles. Each class will incorporate floor work, standing centre work, inversions, and locomotor activity. Students will investigate and develop technical, expressive, and creative skills. Discussions, reading, and viewing assignments will deepen students' appreciation for this dynamic, continually evolving, and diverse genre of dance.
Course learning outcomes	By the completion of this course, successful students will be able to: <ol style="list-style-type: none"> <li>1. express an understanding of four processes that contribute to dance literacy;</li> <li>2. recognize and appreciate a range of modern and contemporary dance styles and training methods;</li> <li>3. demonstrate, and build upon foundational skills in contemporary dance technique;</li> <li>4. access and move using a range of dynamic movement possibilities and qualities;</li> <li>5. source kinesthetic awareness;</li> <li>6. understand the body as a site and means of knowing, expressing, and creating;</li> <li>7. utilize expressive and compositional skills to create and perform contemporary dance;</li> <li>8. analyze and appreciate dance as a communicative art form through observation, discussion, and writing.</li> </ol>
Course Schedule	Posted on D2L.

<p>Assessment components</p>	<p><b>This is a Pass/Fail course.</b> You must <i>fully complete all the requirements</i> listed below. Each component will be given a pass or fail grade. The final pass grade will be awarded if all components receive a pass grade.</p> <p><u>Assignment 1: ATTENDANCE, PARTICIPATION, PROFICIENCY AND PROGRESS</u>  <b>Value:</b> Must be completed to pass  <b>Due Date:</b> On-going  <b>Type:</b> Assessed Classes (<i>Dance Literacy Process: Dancing</i>)  <b>Description:</b> This is a participation-oriented course. Students are expected to</p> <ul style="list-style-type: none"> <li>• <b>January 15 – March 11:</b> Attend <u>all</u> classes fully prepared to participate in movement material and discussions to the best of their abilities (see the assessment expectations below for additional details). Arrive at the scheduled start time, in proper dance attire, and plan to stay for the entire class. Cell phones must be turned off and put away. Remain open to, and respectful of, new material and ideas, the instructor, and your fellow students. You are expected to try all movement material and progress toward proficiency over time. Reading and viewing assignments will be posted on D2L for in-class discussions.</li> <li>• <b>March 18 – April 15:</b> Interact with all D2L on-line learning opportunities, including to: <ul style="list-style-type: none"> <li>○ attend a weekly Zoom meeting (1.75 hours), during which students will engage synchronously in movement explorations, practices and analyses that are suitable for small spaces.</li> <li>○ submit to drop box video-record movement responses and written responses to asynchronous movement explorations, readings and viewing assignments, posted on D2L.</li> </ul> </li> </ul> <p><u>Assignment 2: MID-TERM ASSESSMENT</u>  <b>Value:</b> Must be completed to pass  <b>Due Date:</b> February 26 &amp; 28  <b>Type:</b> Practical Task (<i>Dance Literacy Process: Dancing</i>)  <b>Description:</b> This assignment has two parts: <ul style="list-style-type: none"> <li>• <u>Part 1:</u> Perform with confidence and competence three EXERCISES from class material.</li> <li>• <u>Part 2:</u> Perform with confidence and competence a short piece of CHOREOGRAPHY from class material.</li> </ul> Details will be posted on D2L.</p> <p><u>Assignment 3: PERFORMANCE REVIEW</u>  <b>Value:</b> Must be completed to pass  <b>Due Date:</b> no later than Wednesday, April 15 (by midnight)  <b>Type:</b> Written Response (<i>Dance Literacy Processes: Responding to Dance; Connecting to Dance</i>)  <b>Description:</b> <ul style="list-style-type: none"> <li>• Attend a dance performance/event during the course. See a list of events that are happening on campus at <a href="https://arts.ucalgary.ca/schools/creative-performing-arts/events">https://arts.ucalgary.ca/schools/creative-performing-arts/events</a> and in the community at <a href="https://calgaryherald.com/entertainment/local-arts/calgary-dance-listings">https://calgaryherald.com/entertainment/local-arts/calgary-dance-listings</a>. <b>Alternatively, you may view one of the on-line performances posted on D2L.</b></li> <li>• Write a 500-750 words review. Provide a short description of the work and discuss your experience of the performance. Relate some aspect of the</li> </ul> </p>
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	<p>performance to your in-class experiences, incorporating dance vocabulary from the in-class discussions and on-line readings. <b>Include a photograph of the ticket stub/electronic evidence for the live performance attended or a screen shot of the video screen for the online performance you viewed.</b> Submit this evidence and your review on D2L.</p> <p><b>Assignment 4: CHOREOGRAPHY AND PERFORMANCE</b>  <b>Value:</b> Must be completed to pass  <b>Due Date:</b> <b>Wednesday, April 14 (by midnight)</b>  <b>Type:</b> Choreographic Presentation (<i>Dance Literacy Process: Creating Dance</i>)  <b>Description:</b></p> <ul style="list-style-type: none"> <li>• Use in-class material, found movements, and the resources posted on D2L to create a 1-3 minute(s) long piece of choreography. Guidelines for the process will be posted on D2L.</li> <li>• <b>Video-record the performance of your choreography and upload it to D2L.</b></li> <li>• <b>The presentations will be viewed at the last Zoom meeting on Wednesday, April 15.</b></li> </ul>
<p>Assessment expectations</p>	<p><u>Guidelines for Submitting Assignments:</u> See above.</p> <p><u>Criteria That Must Be Met to Pass:</u> <b>This is a Pass/Fail course. To achieve a passing grade you must fully complete and pass all the requirements</b> listed above in Assessment Components. Course expectations are detailed above and below.</p> <p><u>Expectations for Attendance, Participation and Progress:</u> Please refer to the Undergraduate Calendar E.3 Attendance for details.  <b>FOR PASS/FAIL DANCE COURSES</b></p> <ul style="list-style-type: none"> <li>• Due to the experiential nature of this course, classes are equivalent to assignment. Therefore, classes missed will be detrimental to the final grade. <u>More than four (4) missed classes will result in a fail for the course.</u></li> <li>• If you show up late for or leave early from class two (2) times, this will be counted as a full class absence.</li> <li>• If for some reason you are feeling unwell during class time, a substitute form of participation may be arranged; however, <i>you may not obtain this privilege more than once</i> and you will receive half an absence.</li> <li>• For studio courses, if you opt out of full participation and choose to sit for a portion of the class, this will be counted as non-participation and will be marked as half an absence.</li> <li>• Students are responsible for any and all material missed during an absence.</li> <li>• Students must demonstrate understanding, progress, and proficiency with the course material.</li> </ul> <p><u>Expectations for Writing:</u> Writing skills are important to academic study across all disciplines. Consequently, instructors may use their assessment of writing quality as a factor in the evaluation of student work. Please refer to the Undergraduate Calendar E.2 Writing Across the Curriculum policy for details.</p>
<p>Important Term Dates</p>	<p><b><u>Winter 2020</u></b>  Monday, January 6<sup>th</sup> to Thursday April 30<sup>th</sup> 2020  Reading Week: February 16-22  Last day to drop a course: Thursday January 23<sup>rd</sup></p>

	<p>Last day to add a course: Friday, January 24<sup>th</sup>  Tuition and fee payment deadline: Friday, January 31<sup>st</sup></p>
Midterm and final examination scheduling	<p>Final examinations may be scheduled at any time during the <b>examination period (April 18-29 for Winter 2020)</b>; students should therefore avoid making prior travel, employment, or other commitments for this period. If a student is unable to write an exam through no fault of his or her own for medical or other valid reasons, documentation must be provided and an opportunity to write the missed exam may be given. Students are encouraged to review all examination policies and procedures: <a href="http://ucalgary.ca/registrar/exams/deferred_final">ucalgary.ca/registrar/exams/deferred_final</a></p>
Deferrals of exams/term work	<p>It is possible to request a deferral of term work or final examinations for reasons of illness, accident, family or domestic affliction, or religious obligations. Please check with your advisor if any of these issues make it impossible for you to sit an exam or finish term work by stated deadlines. <a href="http://ucalgary.ca/registrar/exams/deferred_final">ucalgary.ca/registrar/exams/deferred_final</a>  <a href="http://ucalgary.ca/pubs/calendar/current/g-6.html">ucalgary.ca/pubs/calendar/current/g-6.html</a>  <a href="http://ucalgary.ca/pubs/calendar/current/g-7.html">ucalgary.ca/pubs/calendar/current/g-7.html</a></p>
Academic accommodation	<p>Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services (SAS); SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit <a href="http://ucalgary.ca/access/accommodations/policy">ucalgary.ca/access/accommodations/policy</a>. Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor. The full policy on Student Accommodations is available at <a href="http://ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf">ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf</a></p>
Academic integrity, plagiarism	<p>The University of Calgary is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are referred to the section on plagiarism in the University Calendar (<a href="http://ucalgary.ca/pubs/calendar/current/k-3.html">ucalgary.ca/pubs/calendar/current/k-3.html</a>; <a href="http://ucalgary.ca/pubs/calendar/current/k-5.html">ucalgary.ca/pubs/calendar/current/k-5.html</a>) and are reminded that plagiarism—using any source whatsoever without clearly documenting it—is an extremely serious academic offence. Consequences include failure on the assignment, failure in the course and possibly suspension or expulsion from the university. You must document not only direct quotations but also paraphrases and ideas where they appear in your text. A reference list at the end is insufficient by itself. Readers must be able to tell exactly where your words and ideas end and other people’s words and ideas begin. This includes assignments submitted in non-traditional formats such as Web pages or visual media, and material taken from such sources. Please consult your instructor or the Student Success Centre (TFDL 3rd Floor) if you have any questions regarding how to document sources.</p>
Internet and electronic communication device	<p><a href="http://elearn.ucalgary.ca/category/d2l/">elearn.ucalgary.ca/category/d2l/</a>  <a href="http://ucalgary.ca/emergencyplan/emergency-instructions/uc-emergency-app">ucalgary.ca/emergencyplan/emergency-instructions/uc-emergency-app</a>  The in-class use of computers may be approved by your Instructor. Cell phones and other electronic communication devices should be silenced or turned off upon entering the classroom. If you violate the Instructor’s policy regarding the use of electronic communication devices in the classroom, you may be asked to leave the classroom; repeated abuse may result in a charge of misconduct. No audio or video recording of any kind is allowed in class without explicit permission of the Instructor. For more information on Freedom of Information and Privacy visit: <a href="http://ucalgary.ca/legalservices/foip">ucalgary.ca/legalservices/foip</a></p>
Copyright	<p>It is the responsibility of students and professors to ensure that materials they post or distribute to others comply with the Copyright Act and the University’s Fair Dealing Guidance for Students. Further copyright information for students is available on the Copyright Office web page (<a href="http://library.ucalgary.ca/copyright">library.ucalgary.ca/copyright</a>).</p>

Students' union and ombudsperson contacts	<p>Student Union: <a href="http://su.ucalgary.ca/about/who-we-are/elected-officials/">su.ucalgary.ca/about/who-we-are/elected-officials/</a></p> <p>Faculty of Arts reps: <a href="mailto:arts1@su.ucalgary.ca">arts1@su.ucalgary.ca</a>; <a href="mailto:arts2@su.ucalgary.ca">arts2@su.ucalgary.ca</a>; <a href="mailto:arts3@su.ucalgary.ca">arts3@su.ucalgary.ca</a>; <a href="mailto:arts4@su.ucalgary.ca">arts4@su.ucalgary.ca</a></p> <p>Graduate Student's Association: <a href="http://ucalgary.ca/pubs/calendar/grad/current/graduate-students-association-gsa-grad.html">ucalgary.ca/pubs/calendar/grad/current/graduate-students-association-gsa-grad.html</a></p> <p>Student Ombudsman: <a href="http://ucalgary.ca/ombuds/contact">ucalgary.ca/ombuds/contact</a></p>
Student Wellness and Mental Health	<p>The University has a wealth of resources to support student physical and mental health, please see the SU Wellness Centre (<a href="http://www.ucalgary.ca/wellnesscentre/">http://www.ucalgary.ca/wellnesscentre/</a>) or the Campus Mental Health Strategy (<a href="https://www.ucalgary.ca/mentalhealth/">https://www.ucalgary.ca/mentalhealth/</a>) for more information on these resources.</p>
Emergency evacuation	<p>Assembly points for emergencies have been identified across campus. <b>THE PRIMARY ASSEMBLY POINT FOR CRAIGIE HALL IS THE PROFESSIONAL FACULTIES FOOD COURT.</b></p> <p><b>For classes in the Kinesiology buildings, the primary assembly point is in the MacEwan Student Centre – North Courtyard. The alternate assembly point is in the lobby of the University Theatres.</b> For more information, see the University of Calgary's Emergency Management website: <a href="http://ucalgary.ca/emergencyplan/assemblypoints">ucalgary.ca/emergencyplan/assemblypoints</a></p>
Campus security	<p>220-5333. Help phones: located throughout campus, parking lots, and elevators. They connect directly to Campus Security; in case of emergency, press the red button. For safewalk info visit: <a href="http://ucalgary.ca/security/safewalk">ucalgary.ca/security/safewalk</a></p>
SCPA Claim Your Seat Program: Student Guidelines	<ol style="list-style-type: none"> <li>1. The Claim Your Seat (CYS) program allows all University of Calgary students to attend on-campus School of Creative and Performing Arts (Dance, Drama and Music) events free of charge.</li> <li>2. Depending on the performance, there is a limited number of seats available for CYS. There is not a guarantee that tickets will be available for all CYS patrons for every performance, based on audience size, demand, etc.</li> <li>3. CYS tickets are a privilege. If a student receives a ticket to attend a performance, it is expected that they will respect the value of the admission and attend the performance.</li> <li>4. Process for students: On the date of the performance, from the time the Box Office opens until 15 minutes prior to the performance start time, students should find the UTS staff member with an iPad and show their UCID card to print their CYS ticket. If students arrive after 15 minutes prior to the performance start time, they can also go to the Box Office and purchase a ticket at the student rate. Students should not go to the Box Office unless they are purchasing a ticket.</li> <li>5. they can find a UTS staff member with an iPad and get their CYS ticket from them.</li> <li>6. If students have a course requirement to attend a performance for a specific date, access to the tickets will be communicated by the instructor to University Theatre Services prior to the event. The best guarantee for a free ticket is to arrive early, up to 45 minutes prior to the performance start time.</li> <li>7. Respect for the Front of House and theatre staff, performers and fellow patrons is an absolute requirement. Failure to comply with this will lead to being asked to leave the venue and could result in the revoking of CYS privileges.</li> </ol>
SCPA Librarian	<p>Marc Stoeckle, MLIS, BA  Learning &amp; Services Librarian for <i>School of Creative &amp; Performing Arts</i> and <i>School of Languages, Linguistics, Literatures &amp; Cultures</i>   Libraries &amp; Cultural Resources, University of Calgary  Ph: 403.220.6777, Email: <a href="mailto:mstoeckle@ucalgary.ca">mstoeckle@ucalgary.ca</a>, Office: TFDL 160D</p>
Faculty of Arts program advising and student information resources	<p>For academic advising, visit the Arts Students' Centre (ASC) for answers about graduation checks, and the 'big picture' questions. Drop in at SS102, email at <a href="mailto:ascarts@ucalgary.ca">ascarts@ucalgary.ca</a> or call at 403-220-3580.</p> <p>For academic success support, such as writing, learning and peer support, visit the Student Success Centre on the third floor of the Taylor Family Digital Library (TFDL), email them at <a href="mailto:success@ucalgary.ca">success@ucalgary.ca</a>.</p>

	For enrolment assistance, including registration (add/drop/swap) changes, paying fees, and navigating your Student Centre, contact Enrolment Services at 403-210-ROCK [7625], or visit them at the MacKimmie Block 117.
Letter of permission	If you wish to study at another institution while registered at the U of C, you must have a letter of permission. You can submit your request through your Student Centre at MyUofC. Students must have the Letter of Permission before they take the course at another school. Failure to prepare may result in no credit awarded and could result in suspension from the faculty.
Course outlines for transfer credit	It is possible that you will be asked for copies of this outline for credit transfers to other institutions or for proof of work done. It is the student's responsibility to keep these outlines and provide them to employers or other universities when requested. Please ensure that outlines of all the courses you take are kept in a safe place for your future reference. Departments/Programs do not guarantee that they will provide copies.
Undergraduate associations	DUS: Drama Undergraduate Society, CHC 005 <a href="mailto:uofcdus@gmail.com">uofcdus@gmail.com</a> MUS: Music Undergraduate Society, CHF 219 <a href="mailto:undmusic@ucalgary.ca">undmusic@ucalgary.ca</a>



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**DNCE 201 - Introductory Contemporary Dance I**  
**Winter 2020**

Instructor Office Email Office hours	Andrea Downie CHD 525 <a href="mailto:andrea.downie@ucalgary.ca">andrea.downie@ucalgary.ca</a> Flexible - by appointment
Day(s), time(s) and location of class	Wednesday & Friday; 8:00-9:50 AM KNA 163
Out of class activities	<u>Required</u> : Attend one contemporary dance performance/event during the term.  <u>Recommended</u> : Attend one or more contemporary or modern dance class(es) in the community during the term.
Learning resources: required readings, textbooks and materials	<u>Required</u> : <ul style="list-style-type: none"> <li>• READING AND VIEWING <ul style="list-style-type: none"> <li>○ Links to required reading and viewing assignments will be posted on D2L.</li> </ul> </li> </ul>
Prerequisites	N/A
Supplementary fees	\$78.00 per student for accompanist, paid upon registration
Course description	<b>Introductory study of the techniques of contemporary dance.</b> This course will develop students' understanding of contemporary dance. In-class material and supporting assignments will expose students to a range of modern and contemporary dance techniques and styles. Each class will incorporate floor work, standing centre work, inversions, and locomotor activity. Students will investigate and develop technical, expressive, and creative skills. Discussions, reading, and viewing assignments will deepen students' appreciation for this dynamic, continually evolving, and diverse genre of dance.
Course learning outcomes	By the completion of this course, successful students will be able to: <ol style="list-style-type: none"> <li>1. recognize and appreciate a range of modern and contemporary dance styles and training methods;</li> <li>2. demonstrate, and build upon foundational skills in contemporary dance technique;</li> <li>3. access and move using a range of dynamic movement possibilities and qualities;</li> <li>4. source kinesthetic awareness;</li> <li>5. understand the body as a site and means of knowing, expressing, and creating;</li> <li>6. utilize expressive and compositional skills to create and perform contemporary dance;</li> <li>7. analyze and appreciate dance as a communicative art form through observation, discussion, and writing.</li> </ol>
Course Schedule	Posted on D2L.

Assessment components	<p><b>This is a Pass/Fail course.</b> You must <i>fully complete <u>all</u> the requirements</i> listed below. Each component will be given a pass or fail grade. The final pass grade will be awarded if all components receive a pass grade.</p> <p><b>Assignment 1: ATTENDANCE, PARTICIPATION, PROFICIENCY AND PROGRESS</b>  <b>Value:</b> Must be completed to pass  <b>Due Date:</b> On-going  <b>Type:</b> Assessed Classes (<i>Dancing</i>)  <b>Description:</b> This is a participation-oriented course. Students are expected to attend <u>all</u> classes fully prepared to participate in movement material and discussions to the best of their abilities (see the assessment expectations below for additional details). Arrive at the scheduled start time, in proper dance attire, and plan to stay for the entire class. Cell phones must be turned off and put away. Remain open to, and respectful of, new material and ideas, the instructor, and your fellow students. You are expected to try all movement material and progress toward proficiency over time. Reading and viewing assignments will be posted on D2L for in-class discussions.</p> <p><b>Assignment 2: MID-TERM ASSESSMENT</b>  <b>Value:</b> Must be completed to pass  <b>Due Date:</b> February 26 &amp; 28  <b>Type:</b> Practical Task (<i>Dancing</i>)  <b>Description:</b> This assignment has two parts: <ul style="list-style-type: none"> <li>• <b>Part 1:</b> Perform with confidence and competence three EXERCISES from class material.</li> <li>• <b>Part 2:</b> Perform with confidence and competence a short piece of CHOREOGRAPHY from class material.</li> </ul> Details will be posted on D2L.</p> <p><b>Assignment 3: PERFORMANCE REVIEW</b>  <b>Value:</b> Must be completed to pass  <b>Due Date:</b> One week after the performance/event  <b>Type:</b> Written Response (<i>Responding and Connecting to Dance</i>)  <b>Description:</b> Attend a dance performance/event during the course. See a list of events that are happening on campus at <a href="https://arts.ucalgary.ca/schools/creative-performing-arts/events">https://arts.ucalgary.ca/schools/creative-performing-arts/events</a> (e.g. Mainstage Dance, March 12-14) and in the community at <a href="https://calgaryherald.com/entertainment/local-arts/calgary-dance-listings">https://calgaryherald.com/entertainment/local-arts/calgary-dance-listings</a>. Write a 500-750 words review. Provide a short description of the work and discuss your experience of the performance. Relate some aspect of the performance to your in-class experiences, incorporating dance vocabulary from the in-class discussions and readings. Submit your review on D2L.</p> <p><b>Assignment 4: CHOREOGRAPHY AND PERFORMANCE</b>  <b>Value:</b> Must be completed to pass  <b>Due Date:</b> Friday, April 10  <b>Type:</b> Group Choreographic Presentation (<i>Creating Dances</i>)  <b>Description:</b> Working in small groups of 3-6 dancers, use class material and found movements to create a 2-3 minutes long piece of choreography. Guidelines will be posted on D2L. Class time will be allotted for creation the month leading up to the in-class performance on April 10.</p>
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Assessment expectations	<p><u>Guidelines for Submitting Assignments:</u> See above.</p> <p><u>Criteria That Must Be Met to Pass:</u> <b>This is a Pass/Fail course. To achieve a passing grade you must fully complete and pass all the requirements</b> listed above in Assessment Components. Course expectations are detailed above and below.</p> <p><u>Expectations for Attendance, Participation and Progress:</u> Please refer to the Undergraduate Calendar E.3 Attendance for details. <b>FOR PASS/FAIL DANCE COURSES</b></p> <ul style="list-style-type: none"> <li>• Due to the experiential nature of this course, classes are equivalent to assignment. Therefore, classes missed will be detrimental to the final grade. <u>More than four (4) missed classes will result in a fail for the course.</u></li> <li>• If you show up late for or leave early from class two (2) times, this will be counted as a full class absence.</li> <li>• If for some reason you are feeling unwell during class time, a substitute form of participation may be arranged; however, <i>you may not obtain this privilege more than once</i> and you will receive half an absence.</li> <li>• For studio courses, if you opt out of full participation and choose to sit for a portion of the class, this will be counted as non-participation and will be marked as half an absence.</li> <li>• Students are responsible for any and all material missed during an absence.</li> <li>• Students must demonstrate understanding, progress, and proficiency with the course material.</li> </ul> <p><u>Expectations for Writing:</u> Writing skills are important to academic study across all disciplines. Consequently, instructors may use their assessment of writing quality as a factor in the evaluation of student work. Please refer to the Undergraduate Calendar E.2 Writing Across the Curriculum policy for details.</p>
Important Term Dates	<p><b><u>Winter 2020</u></b> Monday, January 6<sup>th</sup> to Thursday April 30<sup>th</sup> 2020 Reading Week: February 16-22 Last day to drop a course: Thursday January 23<sup>rd</sup> Last day to add a course: Friday, January 24<sup>th</sup> Tuition and fee payment deadline: Friday, January 31<sup>st</sup></p>
Midterm and final examination scheduling	<p>Final examinations may be scheduled at any time during the <b>examination period (April 18-29 for Winter 2020)</b>; students should therefore avoid making prior travel, employment, or other commitments for this period. If a student is unable to write an exam through no fault of his or her own for medical or other valid reasons, documentation must be provided and an opportunity to write the missed exam may be given. Students are encouraged to review all examination policies and procedures: <a href="http://ucalgary.ca/registrar/exams/deferred_final">ucalgary.ca/registrar/exams/deferred_final</a></p>
Deferrals of exams/term work	<p>It is possible to request a deferral of term work or final examinations for reasons of illness, accident, family or domestic affliction, or religious obligations. Please check with your advisor if any of these issues make it impossible for you to sit an exam or finish term work by stated deadlines. <a href="http://ucalgary.ca/registrar/exams/deferred_final">ucalgary.ca/registrar/exams/deferred_final</a> <a href="http://ucalgary.ca/pubs/calendar/current/g-6.html">ucalgary.ca/pubs/calendar/current/g-6.html</a> <a href="http://ucalgary.ca/pubs/calendar/current/g-7.html">ucalgary.ca/pubs/calendar/current/g-7.html</a></p>
Academic accommodation	<p>Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services (SAS); SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities,</p>

	<p>visit <a href="http://ucalgary.ca/access/accommodations/policy">ucalgary.ca/access/accommodations/policy</a>. Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor.</p> <p>The full policy on Student Accommodations is available at <a href="http://ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf">ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf</a></p>
Academic integrity, plagiarism	<p>The University of Calgary is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are referred to the section on plagiarism in the University Calendar (<a href="http://ucalgary.ca/pubs/calendar/current/k-3.html">ucalgary.ca/pubs/calendar/current/k-3.html</a>; <a href="http://ucalgary.ca/pubs/calendar/current/k-5.html">ucalgary.ca/pubs/calendar/current/k-5.html</a>) and are reminded that plagiarism—using any source whatsoever without clearly documenting it—is an extremely serious academic offence. Consequences include failure on the assignment, failure in the course and possibly suspension or expulsion from the university. You must document not only direct quotations but also paraphrases and ideas where they appear in your text. A reference list at the end is insufficient by itself. Readers must be able to tell exactly where your words and ideas end and other people’s words and ideas begin. This includes assignments submitted in non-traditional formats such as Web pages or visual media, and material taken from such sources. Please consult your instructor or the Student Success Centre (TFDL 3rd Floor) if you have any questions regarding how to document sources.</p>
Internet and electronic communication device	<p><a href="http://elearn.ucalgary.ca/category/d2l/">elearn.ucalgary.ca/category/d2l/</a>  <a href="http://ucalgary.ca/emergencyplan/emergency-instructions/uc-emergency-app">ucalgary.ca/emergencyplan/emergency-instructions/uc-emergency-app</a></p> <p>The in-class use of computers may be approved by your Instructor. Cell phones and other electronic communication devices should be silenced or turned off upon entering the classroom. If you violate the Instructor’s policy regarding the use of electronic communication devices in the classroom, you may be asked to leave the classroom; repeated abuse may result in a charge of misconduct. No audio or video recording of any kind is allowed in class without explicit permission of the Instructor. For more information on Freedom of Information and Privacy visit: <a href="http://ucalgary.ca/legalservices/foip">ucalgary.ca/legalservices/foip</a></p>
Copyright	<p>It is the responsibility of students and professors to ensure that materials they post or distribute to others comply with the Copyright Act and the University’s Fair Dealing Guidance for Students. Further copyright information for students is available on the Copyright Office web page (<a href="http://library.ucalgary.ca/copyright">library.ucalgary.ca/copyright</a>).</p>
Students’ union and ombudsperson contacts	<p>Student Union: <a href="http://su.ucalgary.ca/about/who-we-are/elected-officials/">su.ucalgary.ca/about/who-we-are/elected-officials/</a>  Faculty of Arts reps: <a href="mailto:arts1@su.ucalgary.ca">arts1@su.ucalgary.ca</a>; <a href="mailto:arts2@su.ucalgary.ca">arts2@su.ucalgary.ca</a>; <a href="mailto:arts3@su.ucalgary.ca">arts3@su.ucalgary.ca</a>; <a href="mailto:arts4@su.ucalgary.ca">arts4@su.ucalgary.ca</a>  Graduate Student’s Association: <a href="http://ucalgary.ca/pubs/calendar/grad/current/graduate-students-association-gsa-grad.html">ucalgary.ca/pubs/calendar/grad/current/graduate-students-association-gsa-grad.html</a>  Student Ombudsman: <a href="http://ucalgary.ca/ombuds/contact">ucalgary.ca/ombuds/contact</a></p>
Student Wellness and Mental Health	<p>The University has a wealth of resources to support student physical and mental health, please see the SU Wellness Centre (<a href="http://www.ucalgary.ca/wellnesscentre/">http://www.ucalgary.ca/wellnesscentre/</a>) or the Campus Mental Health Strategy (<a href="https://www.ucalgary.ca/mentalhealth/">https://www.ucalgary.ca/mentalhealth/</a>) for more information on these resources.</p>
Emergency evacuation	<p>Assembly points for emergencies have been identified across campus. <b>THE PRIMARY ASSEMBLY POINT FOR CRAIGIE HALL IS THE PROFESSIONAL FACULTIES FOOD COURT.</b>  <b>For classes in the Kinesiology buildings, the primary assembly point is in the MacEwan Student Centre – North Courtyard. The alternate assembly point is in the lobby of the University Theatres.</b> For more information, see the University of Calgary’s Emergency Management website: <a href="http://ucalgary.ca/emergencyplan/assemblypoints">ucalgary.ca/emergencyplan/assemblypoints</a></p>
Campus security	<p>220-5333. Help phones: located throughout campus, parking lots, and elevators. They connect directly to Campus Security; in case of emergency, press the red button. For safewalk info visit: <a href="http://ucalgary.ca/security/safewalk">ucalgary.ca/security/safewalk</a></p>

<p>SCPA Claim Your Seat Program: Student Guidelines</p>	<ol style="list-style-type: none"> <li>1. The Claim Your Seat (CYS) program allows all University of Calgary students to attend on-campus School of Creative and Performing Arts (Dance, Drama and Music) events free of charge.</li> <li>2. Depending on the performance, there is a limited number of seats available for CYS. There is not a guarantee that tickets will be available for all CYS patrons for every performance, based on audience size, demand, etc.</li> <li>3. CYS tickets are a privilege. If a student receives a ticket to attend a performance, it is expected that they will respect the value of the admission and attend the performance.</li> <li>4. Process for students: On the date of the performance, from the time the Box Office opens until 15 minutes prior to the performance start time, students should find the UTS staff member with an iPad and show their UCID card to print their CYS ticket. If students arrive after 15 minutes prior to the performance start time, they can also go to the Box Office and purchase a ticket at the student rate. Students should not go to the Box Office unless they are purchasing a ticket.</li> <li>5. they can find a UTS staff member with an iPad and get their CYS ticket from them.</li> <li>6. If students have a course requirement to attend a performance for a specific date, access to the tickets will be communicated by the instructor to University Theatre Services prior to the event. The best guarantee for a free ticket is to arrive early, up to 45 minutes prior to the performance start time.</li> <li>7. Respect for the Front of House and theatre staff, performers and fellow patrons is an absolute requirement. Failure to comply with this will lead to being asked to leave the venue and could result in the revoking of CYS privileges.</li> </ol>
<p>SCPA Librarian</p>	<p>Marc Stoeckle, MLIS, BA  Learning &amp; Services Librarian for <i>School of Creative &amp; Performing Arts</i> and <i>School of Languages, Linguistics, Literatures &amp; Cultures</i>   Libraries &amp; Cultural Resources, University of Calgary  Ph: 403.220.6777, Email: <a href="mailto:mstoeckle@ucalgary.ca">mstoeckle@ucalgary.ca</a>, Office: TFDL 160D</p>
<p>Faculty of Arts program advising and student information resources</p>	<p>For academic advising, visit the Arts Students' Centre (ASC) for answers about graduation checks, and the 'big picture' questions. Drop in at SS102, email at <a href="mailto:ascarts@ucalgary.ca">ascarts@ucalgary.ca</a> or call at 403-220-3580.</p> <p>For academic success support, such as writing, learning and peer support, visit the Student Success Centre on the third floor of the Taylor Family Digital Library (TFDL), email them at <a href="mailto:success@ucalgary.ca">success@ucalgary.ca</a>.</p> <p>For enrolment assistance, including registration (add/drop/swap) changes, paying fees, and navigating your Student Centre, contact Enrolment Services at 403-210-ROCK [7625], or visit them at the MacKimmie Block 117.</p>
<p>Letter of permission</p>	<p>If you wish to study at another institution while registered at the U of C, you must have a letter of permission. You can submit your request through your Student Centre at MyUofC. Students must have the Letter of Permission before they take the course at another school. Failure to prepare may result in no credit awarded and could result in suspension from the faculty.</p>
<p>Course outlines for transfer credit</p>	<p>It is possible that you will be asked for copies of this outline for credit transfers to other institutions or for proof of work done. It is the student's responsibility to keep these outlines and provide them to employers or other universities when requested. Please ensure that outlines of all the courses you take are kept in a safe place for your future reference. Departments/Programs do not guarantee that they will provide copies.</p>
<p>Undergraduate associations</p>	<p>DUS: Drama Undergraduate Society, CHC 005 <a href="mailto:uofcdus@gmail.com">uofcdus@gmail.com</a>  MUS: Music Undergraduate Society, CHF 219 <a href="mailto:undmusic@ucalgary.ca">undmusic@ucalgary.ca</a></p>