

# **Memorandum of Understanding between Sheridan Institute of Technology and Advanced Learning And the Governing Council of the University of Toronto as Represented by the University of Toronto Mississauga**

## ***Introduction***

This memorandum of understanding will serve to establish the principles, guidelines, and procedures governing the application, admission and assessment of transfer credit of qualified students to an Honours Bachelor of Arts (HBA) degree program at the University of Toronto Mississauga (hereafter referred to as UTM) following the completion of a two-year of the General Arts and Science Diploma (University Profile) at Sheridan Institute of Technology and Advanced Learning (hereafter referred to as Sheridan Institute).

## ***Objectives***

The objectives of this understanding between UTM and Sheridan Institute include, but are not limited to:

- the establishment of a seamless admission/transfer process between the two institutions which provides qualified students from Sheridan Institute with a clearly defined option for continuing their education in an Honours Bachelor of Arts program<sup>[wuu1]</sup> at the University of Toronto Mississauga;
- providing detail to outline the process for gaining admission into an Honours Bachelor of Arts program at the UTM;
- specifying the number of transfer credits earned based on specific studies completed in the General Arts and Science Diploma (University Profile) at Sheridan Institute; and
- ensuring and facilitating ongoing academic coordination and collaboration to maintain this agreement.

## ***Terms of the Agreement***

1. Admission to the Sheridan Institute General Arts and Science Diploma (University Profile) will continue to be in accordance with the existing Sheridan Institute admission criteria and procedures.
2. Admission to an Honours Bachelor of Arts program at the University of Toronto Mississauga will require students to complete the General Arts and Science Diploma (University Profile) at Sheridan Institute and achieve a minimum CPGPA<sup>1</sup> of 3.0. This requirement will be reviewed annually in accordance with UTM admission requirements for Bachelor of Arts programs.

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<sup>1</sup>Cumulative Program Grade Point Average, this would exclude courses taken in other programs previously at Sheridan.

3. Prospective transfer candidates enrolled in the second year of the General Arts and Science Diploma (University Profile) program should indicate their interest in being considered for admission to UTM through this transfer understanding by completing the 105 application form on the Ontario Universities' Application Centre (OUAC) website.
4. Students in the General Arts and Science (University Profile) Diploma will be considered for formal admission to degree studies in the last term of their studies in the Sheridan Institute, based on their full academic record within the GAS University Profile. If admitted, they will be degree level students at UTM in all respects.
5. Only students who complete the General Arts and Science Diploma (University Profile), and who meet the terms of the articulation agreement herein, will be eligible for the benefits of this understanding. Other applicants to UTM with prior education at Sheridan Institute will be considered for admission and transfer credit under the usual policies for transfer.
6. Transfer credit will be awarded as follows:
  - Qualified students will earn up to a maximum of 5.0 transfer credits at the 100 level (of 25 credits confirmed tbd by UTM) based the academic work completed in the GAS (University Profile) Diploma program at Sheridan Institute;
  - Transfer credit will be awarded to students admitted to UTM from Sheridan Institute based on the chart of equivalencies which are detailed in Appendix A;
  - Students must have achieved an alpha grade of at least a C, or 60%, in a Sheridan Institute course in order for it to be considered for transfer credit;
  - Each Sheridan Institute course listed in Appendix A may only be used once toward transfer credits;
  - All transfer credit assessments will be completed prior to the start of the student's full-time studies at UTM; and
  - The equivalencies listed in Appendix A are subject to review during the life of this agreement and will be updated annually.
7. After completing the first two semesters of the General Arts and Science Diploma (University Profile) at Sheridan Institute, excellent students (3.5+ CGPA) will be identified by Sheridan Institute as suitable for consideration as Visiting Students in a designated summer session course [wu2]at UTM. Such students may choose to complete a designated summer session course at UTM. In such cases, such students will complete a visiting transfer student application available online at the UTM Office of the Registrar ([www.utm.utoronto.ca/sheridantransfer](http://www.utm.utoronto.ca/sheridantransfer)). Each year a list of appropriate courses will be identified prior to the start of summer session. Students who transfer to UTM, will retain courses completed as visiting students on their academic record at UTM.

8. Both Sheridan Institute and UTM agree to engage in discussions annually to review the potential for increasing the number, and particulars, of transfer credits under this transfer agreement. The goal is to work towards facilitating the transition from the GAS Diploma (University Profile) to university studies and the successful completing of a University of Toronto Honours Bachelor of Arts degree.
9. A joint UTM – Sheridan Institute Monitoring Committee will oversee the implementation of this transfer program and resolve any issues that may arise. This may include revisiting the assessed transfer credit equivalencies above in the event of curricular changes at either institution. This Monitoring Committee will consist of:
  - The UTM Registrar (or representative);
  - The UTM Dean and VP Academic (or representative);
  - The Sheridan Institute Registrar (or representative);
  - The Sheridan Institute Dean, Faculty of Humanities and Social Sciences (or representative).
10. Students enrolled in the GAS Diploma (University Profile) at the time of any change or notice of termination of this understanding will be given the opportunity to complete their studies based on the terms of the memorandum of understanding in effect at the time of their enrolment.
11. This understanding includes a commitment to the exchange of information and statistics (aggregate non-identifying) between the two institutions, , for the sole purposes of monitoring student progress and to facilitate periodic review of the jointly sponsored, facilitated transfer agreement.

### ***Period of the Understanding***

This agreement is effective from \_\_\_\_\_ until \_\_\_\_\_.

### ***Signatures to the Memorandum of Understanding***

**For Sheridan Institute  
of Technology & Advanced Learning**

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Mary Preece  
Senior Vice-President Academic and Research

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Has Malik  
Dean, Faculty of Humanities and Social Sciences

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Professor Cheryl Misak  
Vice President and Provost, University of Toronto

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Janet Shuh  
Associate Dean, Faculty of Humanities and Social Sciences

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Professor Deep Saini  
Vice-President & Principal, University of Toronto  
Mississauga

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Janet Shuh

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Professor Amy Mullin  
Vice-Principal, Academic and Dean, University of  
Toronto Mississauga

For University of Toronto  
Mississauga

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Linda Dalton

Registrar

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Date

Appendix A TO BE ADJUSTED [WU3] Need to discuss the best way to capture this list to ensure currency – perhaps publish a url that directs to a website; need further discussion with UTM re. eligibility of other courses.

<i><b>Sheridan Institute courses (courses which are mandatory for the Diploma are in bold)</b></i>	<i><b>University of Toronto Mississauga courses</b></i>
<b>ENGLISH</b>	
<b>ENGL10102GD – Principles of Academic Writing</b> <b>ENGL17889GD – Composition and Rhetoric</b>	ENG100H5 – Effective Writing (HUM)

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<p><b>LITT20102GD – Modern Literature and Contemporary Issues</b>  Plus two other from the following list of elective courses on contemporary literature  LITT25993GD – Introduction to Short Story  HUMN15586GD – Science, Fiction and Futuristic Narratives  LITT14333GD—Introduction to Popular Literature  HUMN21518GD—Mythology in Literature, Art, &amp; Film  LITT16206GD—Women’s Writing: 1900-1965  LITT16859GD—Life Writing: Personal Narrative and the Construction of Self  LITT19599GD—World Literature  LITT20004GD—Gothic in Western Imagination  LITT20065GD—Troy in Literature and Film  HUMA10025GD—Canadian Studies: Critical Approaches to the Canadian “North”  LITT10123GD—Censorship &amp; Literature: Critical Approaches</p>	<p>ENG140Y5 – Literature for Our Time (HUM)</p>
<p><b>OR</b></p>	
<p><b>LITT20102GD – Modern Literature and Contemporary Issues</b>  Plus two other from the following list of elective courses on narrative  HUMN21518GD – Mythology in Literature, Art and Film  LITT20065GD – Troy in Literature and Film  LITT10123GD – Censorship and Literature: Critical approaches  LITT14333GD—Introduction to Popular Literature  LITT25993—Intro to the Short Story  HUMN27198—Studies of Character &amp; Culture  HUMN15586GD—Science Fiction &amp; Futuristic Narratives  HUMN10123GD—Illustrations of the Romantic Period  LITT16206GD—Women’s Writing: 1900-1965  LITT16859GD—Life Writing: Personal Narrative and the Construction of Self  LITT19599GD—World Literature</p>	<p>ENG110Y5 – Narrative (HUM)</p>

LITT20004GD—Gothic in Western Imagination HUMA10025GD—Canadian Studies: Critical Approaches to the Canadian “North”	
<b>SOCIOLOGY</b>	
<b>SOCI17221GD – Principles of Sociology</b> Plus one other sociology course (best combination is SOCI17370GD – Applied Research Methods)	SOC100H5 – Introduction to Sociology (SSc)
<b>OR</b>	
<b>SOCI17221GD – Principles of Sociology</b> Plus two other sociology courses (SOCI17370GD – Applied Research Methods is a good choice to have as one of the options)	SOC1**Y5 – first year generic sociology credit (this transfer credit will fulfill the requirement of SOC100H5)
<b>PHILOSOPHY</b>	
<b>PHIL13278GD – Modes of Reasoning</b> <b>PHIL 16121GD- Philosophy: An Introduction</b> Plus one other PHIL from the elective courses	PHL105Y5 – Introduction to Philosophy (HUM)
<b>OR</b>	
<b>PHIL13278GD – Modes of Reasoning</b> <b>PHIL 16121GD- Philosophy: An Introduction</b>	PHL247H5 – Critical Reasoning (HUM)
<b>OR</b>	
<b>PHIL 16121GD- Philosophy: An Introduction</b> Plus one of the following courses PHIL1444GD – Practical Ethics PHIL23130GD – Moral Philosophy	PHL274H5 – Contemporary Social Issues (HUM)
<b>POLITICAL SCIENCES</b>	
Any three of the following courses: POLI 14049GD – Social Movements and Protest POLI 14681GD – Canadian Politics POLI15817GD – International Politics Introduction SOCI 20009GD – Social Policy in Canada	POL1**Y – first year generic political science credit (of this 1.0 credit, 0.5 credit can be used towards the 1.0 POL credit which is a pre-requisite for second year POL courses)

POLI14178GD – Propaganda: Words of Mass Deception	
<b>HISTORICAL STUDIES</b>	
<b>ENGL10102GD – Principles of Academic Writing OR ENGL17889GD – Composition and Rhetoric</b> Plus any two HIST*****GD course.	HIS1**Y5 - first year generic history credit (this transfer credit will fulfill the credit of HIS101H5)
<b>OR</b>	
<b>HUMN18823 – Humanities and Western Civilization</b> Plus any two other HIST*****GD course	HIS1**Y5 – first year generic history credit (this transfer credit will fulfill the credit of HIS101H5) <b>History would prefer that this credit only be given if students have taken either of the two following courses ENGL10102GD and ENGL17889GD since writing is an important component of their first year history course.</b>
<b>OR</b>	
<b>HUMN18823 – Humanities and Western Civilization</b> Plus any other HIST*****GD course	HIS101H5 – Introduction to Historical Studies (HUM) <b>History would prefer that this credit only be given if students have taken either of the two following courses ENGL10102GD and ENGL17889GD since writing is an important component of their first year history course.</b>