

BACHELOR OF COMMERCE

Subject Code for Commerce - COMM

Associate Dean, Undergraduate - A. Nalca

Program Telephone - 613.533.2301

Commerce Office - Goodes Hall, Room 130

Program E-Mail Address - commerce@queensu.ca

Website - smith.queensu.ca (<https://smith.queensu.ca/>)

Commerce Student Portal - smithlearning.ca/d2l/home/

(<https://smithlearning.ca/d2l/home/8094/>)

Overview

The Queen's Bachelor of Commerce Program is a four-year program in which students complete 126.0 units. To be eligible for graduation, students must complete all degree requirements, and uphold and/or meet each of the Academic Regulations.

Course offerings and program requirements change periodically. The Commerce Program administration works in conjunction with the Undergraduate Curriculum Committee to ensure that changes in the curriculum are made with the least amount of disruption to continuing students.

Purpose

The purpose of this document is to provide details for the Bachelor of Commerce program. It contains information concerning such things as Deadlines, Academic Regulations, Appeal Regulations, and Faculty Policies.

Students are encouraged to contact the Commerce Office with any questions at commerce@queensu.ca or 613.533.2301.

Acknowledgement of Territory

Smith School of Business is situated on traditional Anishinaabe and Haudenosaunee Territory. To acknowledge this traditional territory is to recognize its longer history, one predating the establishment of the earliest European colonies. It is appropriate that we, as a Commerce program, acknowledge that before Europeans established the colony we now call Kingston the land held significant importance for the Indigenous people who settled here, who migrated here, and who travelled through here. It is also appropriate to acknowledge what this territory meant to the Indigenous peoples who harvested the land, waters, wildlife, and who lived, loved, and prayed on this land. As we gather in Kingston as part of the Smith Commerce program, we are sitting in a place that was protected by the people so much that a treaty belt called the One Dish One Spoon was established to protect the harvesting of the land, waters, four-legged, and winged animals. This practice may seem like the old

ways, but it can be said that this was the real beginning of Commerce in Kingston. Today we continue to live side by side upon this land with the people who continue to practice their spiritual ties to the land in relationship to the territory and its other inhabitants. The Kingston Indigenous community continues to reflect the area's Anishinaabek and Haudenosaunee roots. There is also a significant Métis community and First Peoples representation from other Nations across Turtle Island present here today.

- Ann Deer, 2020

Our Commitment

Smith School of Business and Queen's University are committed to action to root out causes of racism, and cultivate a vibrant, diverse, and inclusive academic and work environment. Read more about the pledges made by the school and university leadership (<https://smith.queensu.ca/about/EDIII/background.php>).

Definitions

Academic Plan

A specified combination of courses leading to a degree in a particular subject.

Academic Regulations

Requirements to be met and procedures to be followed for progression through the Commerce Program and the awarding of the degree of Bachelor of Commerce.

Auditor

A student who attends a course with the consent of the instructor; formal registration is required but the student does not receive credit for the course and is not entitled to submit exercises or write examinations. For transcript notation, see *4.5.1 Non-Evaluative Grades*. For audit policies, see *4.4.11 Auditing Courses*.

Commerce Office

The administrative staff who administers the Commerce program and assists students with questions and advice.

Co-requisite

A requirement that must be fulfilled concurrently with another course.

Core

A course that is required, or is selected from an extremely limited list of courses, in a plan.

Elective

A course chosen by the student to satisfy part of the requirements for the degree.



Equivalency

A pair of courses of equal unit value, one of which may no longer be offered, which are considered to be similar enough that one may serve interchangeably for the other in terms of prerequisites, corequisites, exclusions, and plan and program requirements. Credit will only be given for one of the pair.

Exclusion

A list of two or more courses that are considered similar enough that credit will only be given for a defined subset of courses from that list. Usually, holding credit for an excluded course(s) will prevent registration of the remaining courses on the list.

Extenuating Circumstances

See 8.3.1 *Extenuating Circumstances*.

Grade Point Average (GPA)

The unit-weighted average grade in a set of courses, based on a 4.3 grade point scale.

International Letter of Permission (ILOP)

A formal document allowing a student to take a course at an institution outside of Canada (international) for credit toward the degree. See 4.4.9.3 International Letter of Permission (<https://queensu-ca-public.courseleaf.com/business/bachelor-commerce/program-curriculum-grading/#degreerequirementsandcoursestext>).

Letter of Permission (LOP)

A formal document allowing a student to take a course at another institution in Canada for credit toward the degree. See (<https://queensu-ca-public.courseleaf.com/business/bachelor-commerce/program-curriculum-grading/#degreerequirementsandcoursestext>)4.4.9.2 Letter of Permission (<https://queensu-ca-public.courseleaf.com/business/bachelor-commerce/program-curriculum-grading/#degreerequirementsandcoursestext>).

Level

Where the student is in the academic plan. Determined by the number of passed units completed:

- 0.0-26.9 units (level 1)
- 27.0-53.9 units (level 2)
- 54.0-89.9 (level 3)
- 90.0 units and above (level 4)

Official Documentation

See 7.1.2 *Official Documentation*.

One-way Exclusion

A course that will prevent enrolment if taken with or before another course.

Prerequisite

A requirement that must be met prior to registration in a course.

Program

An approved set of courses leading to a degree.

Regular Academic Session

A regular session normally consists of the Fall and Winter terms of instruction.

SOLUS

SOLUS (Student On-Line University System) allows students to manage their Academic, Financial, Contact and Admission details during their academic career at Queen's.

Unit

The academic value of a course.

Upper Year Student

Students who are studying in their second, third, or fourth year of the Commerce Program.

Withdrawal

A formal process for discontinuing studies.

Curriculum

- Students starting before Fall 2021 (<https://queensu-ca-public.courseleaf.com/business/bachelor-commerce/curriculum/pre2021/>)
- Students starting Fall 2021 and after (<https://queensu-ca-public.courseleaf.com/business/bachelor-commerce/curriculum/fall2021/>)
- 2021-2022 Academic Calendar (<https://www.queensu.ca/academic-calendar/archive/2021-2022/business/bachelor-commerce/>)
- 2022-2023 Academic Calendar (<https://www.queensu.ca/academic-calendar/archive/2022-2023/business/bachelor-commerce/>)
- 2023-2024 Academic Calendar (<https://queensu-ca-public.courseleaf.com/archive/2023-2024/business/bachelor-commerce/#text>)