



UNIVERSITY OF  
CALGARY

Office of the Registrar

# University of Calgary Academic Calendar 2024-25

User Guide

March 06, 2024  
Calendar and Scheduling Team  
Office of the Registrar

<https://calendar.ucalgary.ca/>

# Introduction

A new academic course calendar software is being introduced to the University of Calgary community. The new system will provide a better and more accessible digital experience with a mobile-friendly interface and a more intuitive design. UCalgary initiated a project to update our current calendar software in June 2022. A full analysis of requirements was gathered, followed by a request for proposal (RFP) process to award a contract to a new vendor for managing our university Academic Calendar. The contract was awarded to a company called Coursedog.

From March 15, 2024, staff and students will be able to view our 2024-2025 Academic Calendar in the new calendar software. Please note that as of March 2024, the 2024-2025 Academic Calendar will only be available in the new product.

The new software provides a more modern product and a website with easier navigation. It is mobile and tablet friendly, and most importantly, meets web accessibility standards enabling students the ability to use reader devices. The implementation of a modern search tool provides quick and easy access to academic regulations, policies, programs, and course information. It provides access to a modern workflow to support our governance processes.



We hope that these new features and the new functionality will make for a better user experience for all our students, faculty, and staff.

Kimberley McLeod  
Associate Registrar & Director,  
Systems and Policy  
Office of the Registrar

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# Home Page

We are very excited to launch our Calendar with a whole new look and feel. As you explore the website you will notice that the content is exactly the same as the old Calendar with the added functionality and ease of navigation that the new software provides.

You can access the new calendar website at: <https://calendar.ucalgary.ca/>

On the homepage:

- At the navigation bar on the top, you will find quick links to some frequently searched topics such as Admissions, Academic Schedule, Tuition and General Fees.
- In the navigation menu next to the university logo, you will find links to the University Regulations, Courses, Programs, Faculties and Schools. You can click on the university logo to navigate back to the homepage.
- You can also find quick links to these resources lower down on the homepage.

These new menus allow for a seamless navigation experience between the Undergraduate and Graduate Calendars. They enable ease of access to different parts of the Calendar just as the side navigation menu did in the old Calendar.

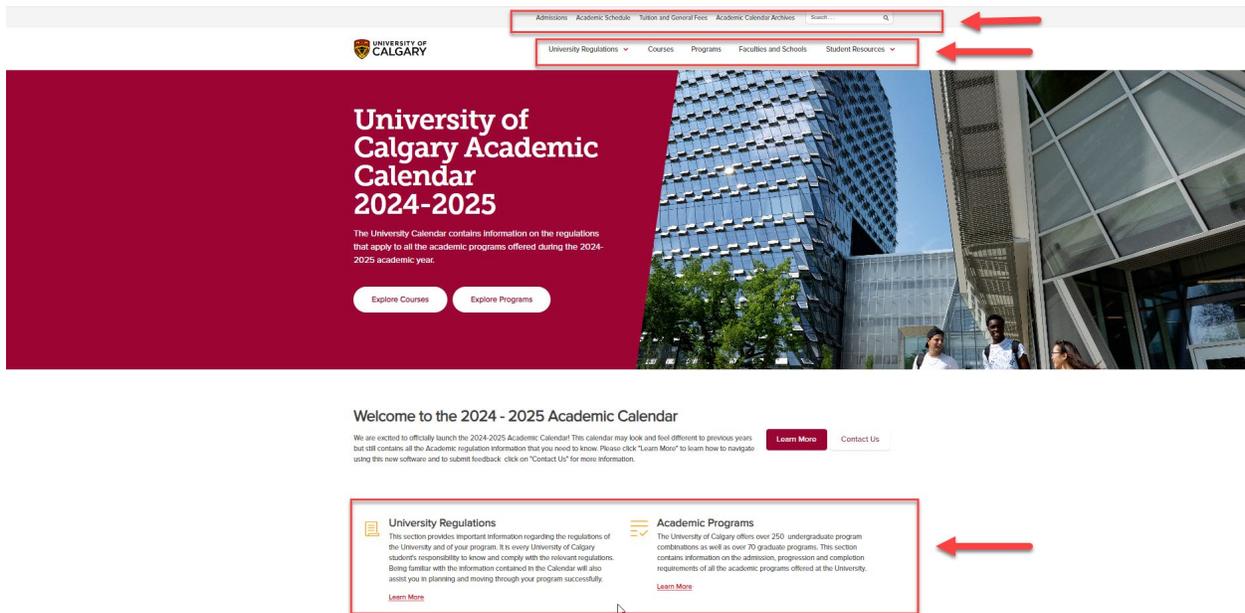


Figure 1: University Calendar Homepage

# University Regulations

Click on University Regulations to find University and Undergraduate Regulations, Graduate Regulations, Academic Schedule, Tuition and Fees, Student Financial Support and Awards, Experiential Learning, Credentials and Nomenclature.

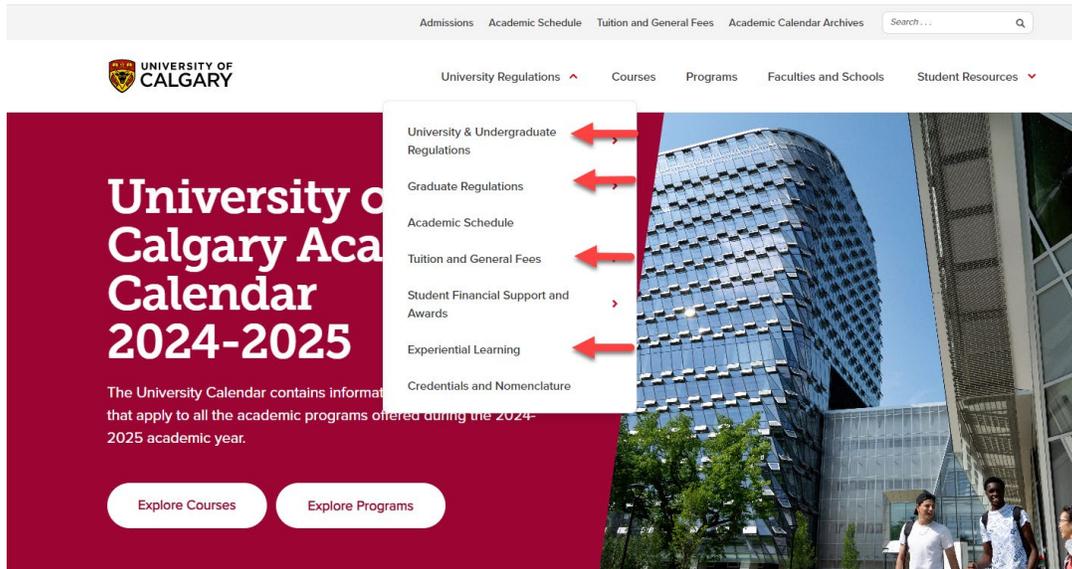


Figure 2: University Regulations Tab

## University and Undergraduate Regulations

Under University Regulations, you can click on University and Undergraduate Regulations to find all the regulations related to undergraduate admissions, registration, etc. You can navigate back to the University Regulations menu using the back button.

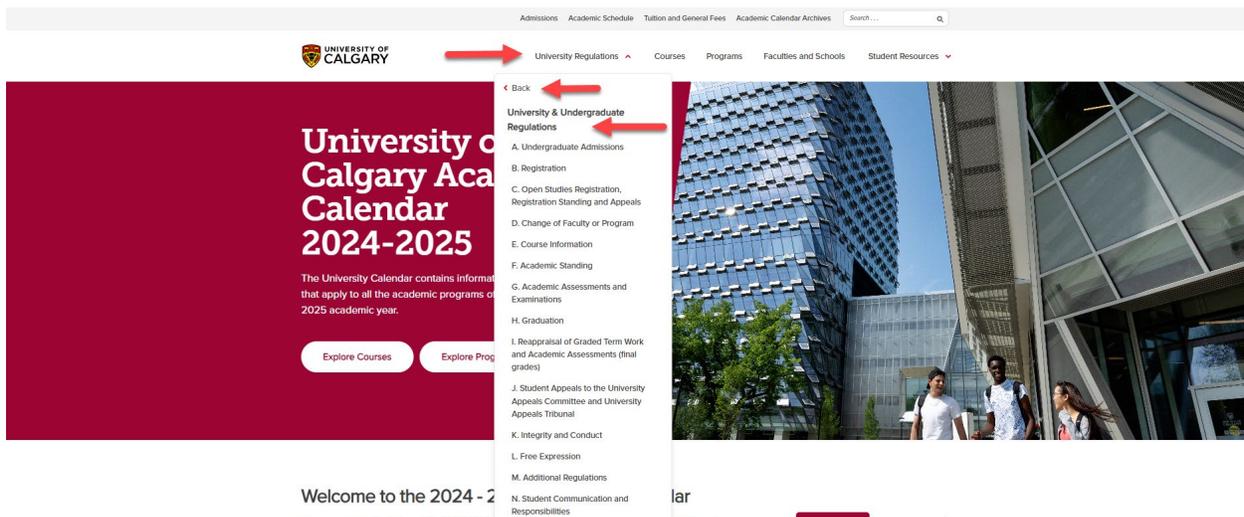


Figure 3: University and Undergraduate Regulations Tab

## Graduate Regulations

Under the University Regulations tab, you can click on Graduate Regulations to find all the regulations related to graduate admissions, registration, etc. You can navigate back to the University Regulations menu using the back button.

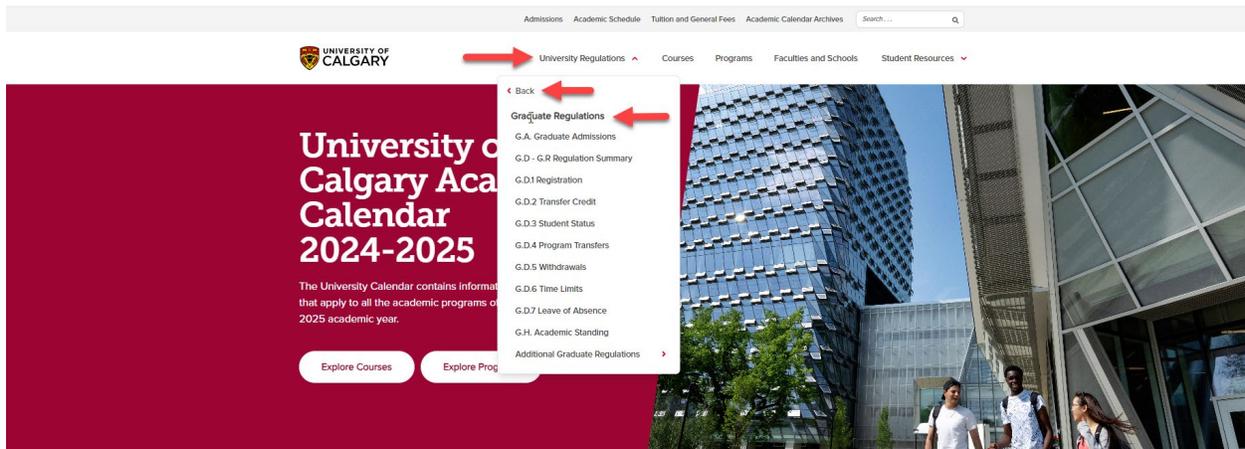


Figure 4: Graduate Regulations Tab

## Tuition and General Fees

Under the University Regulations tab, you can click on Tuition and General Fees to find all the regulations related to tuition and fees. You can navigate back to the University Regulations menu using the back button.

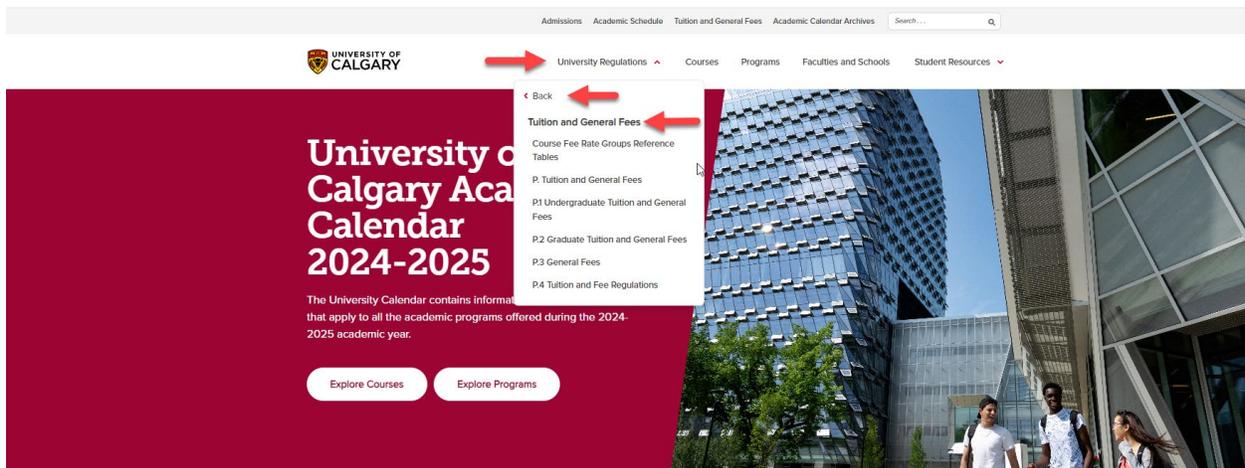


Figure 5: Tuition and General Fees Tab

# Courses

## Course Search Menu

Click on the Courses tab in the main navigation bar to search for courses. On the Courses tab, you will find a new side-navigation menu that enables you to search for a course by Class Number, by Subject Code, by Type of Degree or by Faculty, School, or Department. You can either search for a single course or you can pull up all the courses offered under a specific program and sort them by levels.

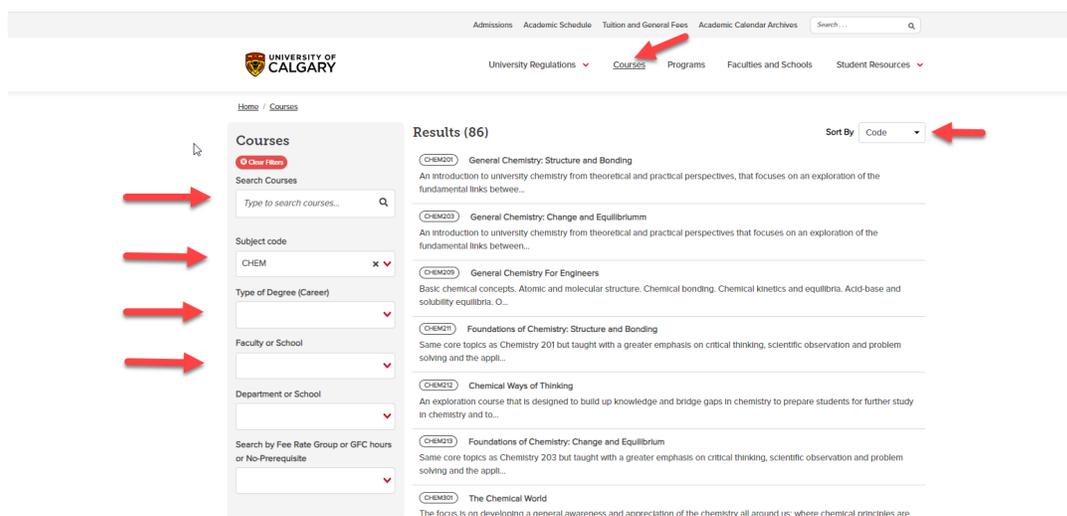


Figure 6: Course Search Menu

## Find Course Descriptions

You can click on the course code to pull up detailed information about the course, such as pre-requisites, co-requisites, and tuition fee group.

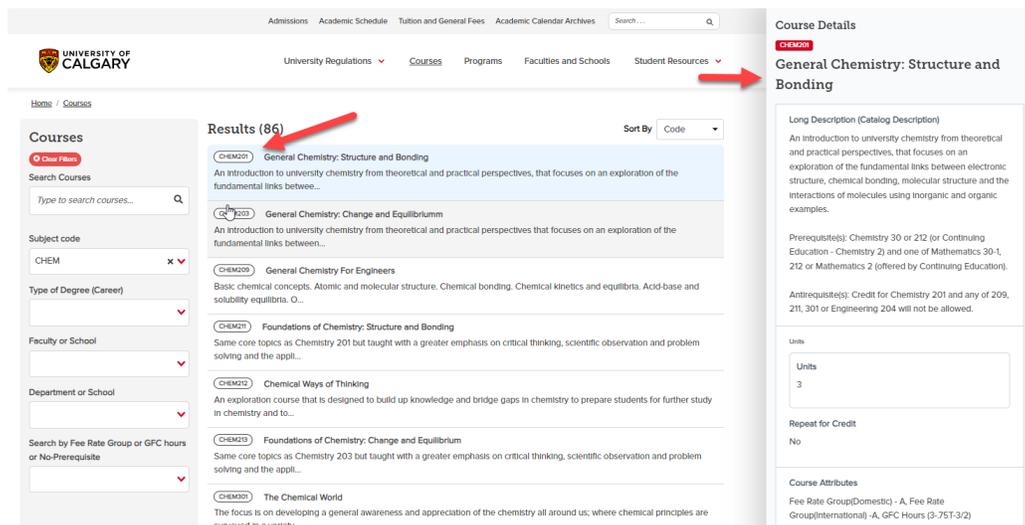


Figure 7: Course Descriptions Pop-Up

# Programs

## Programs Search Menu

Under the Programs tab, you can find information on all the academic programs offered at the University of Calgary. You can search by typing in the name of the program in the search tab Type of Degree, or by Faculty, School or Department.

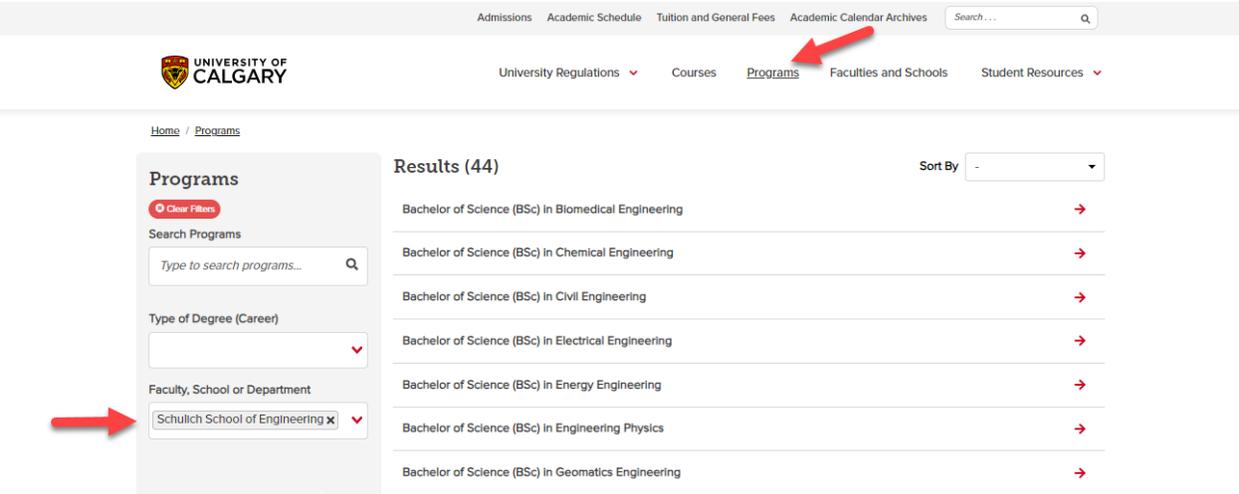


Figure 8: Programs Search Menu

## Find Program Requirements

You can click on any degree program to learn more about the requirements of that program.

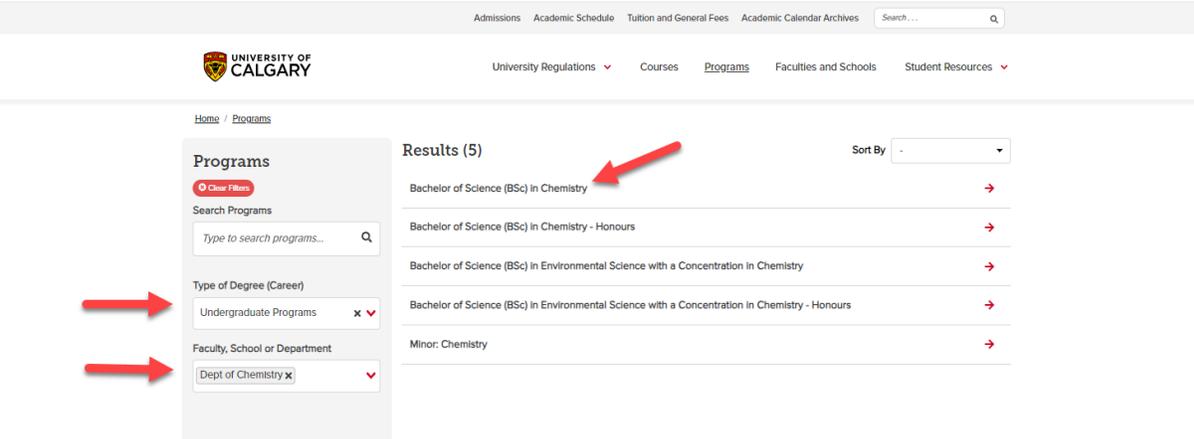


Figure 9: Program Requirements

Click on the program title to go to the Program page on which you can find an overview, admissions regulations and program details.

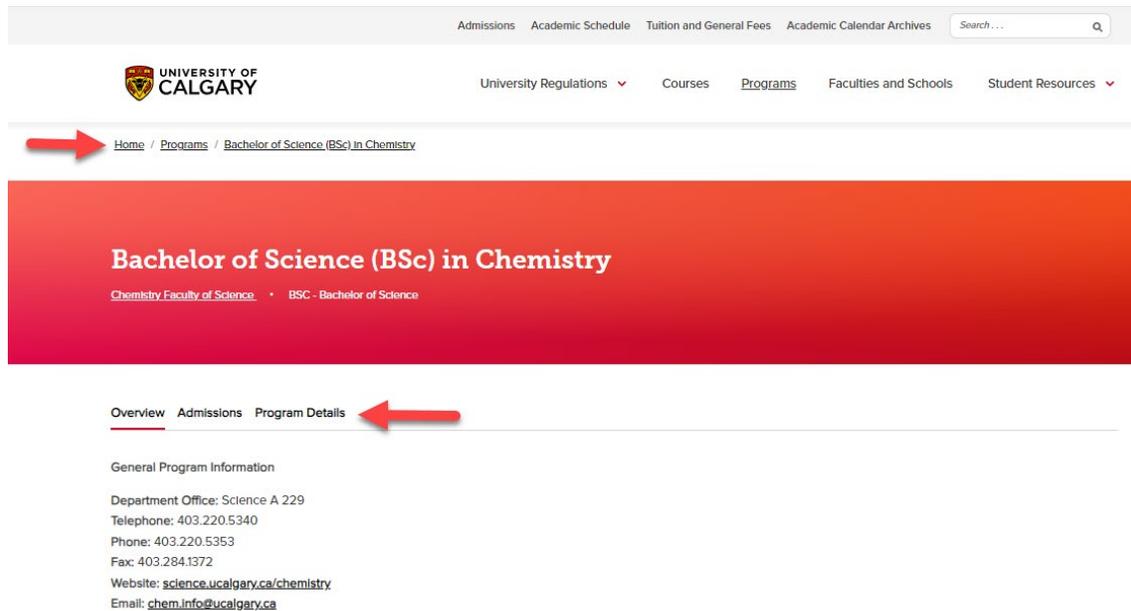


Figure 10: Program Details

You no longer need to navigate out of your program page to learn about faculty regulations that apply to you. You can access all the regulations – faculty requirements, departmental requirements, and program requirements in one spot. The functionality of the expandable block enables users to expand and collapse blocks to access information without having to scroll through a long page.

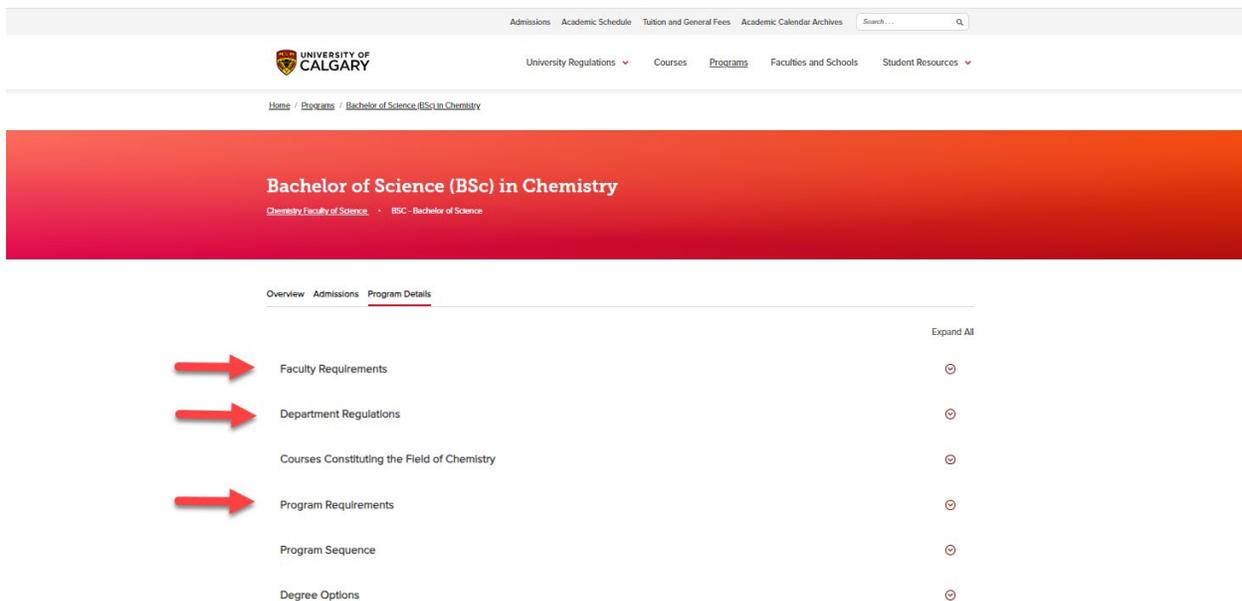


Figure 11: Faculty Requirements, Department Regulations and Program Requirements

By expanding the corresponding sections, you can pull up detailed information on Faculty Requirements, Department Regulations, Program Requirements, etc.

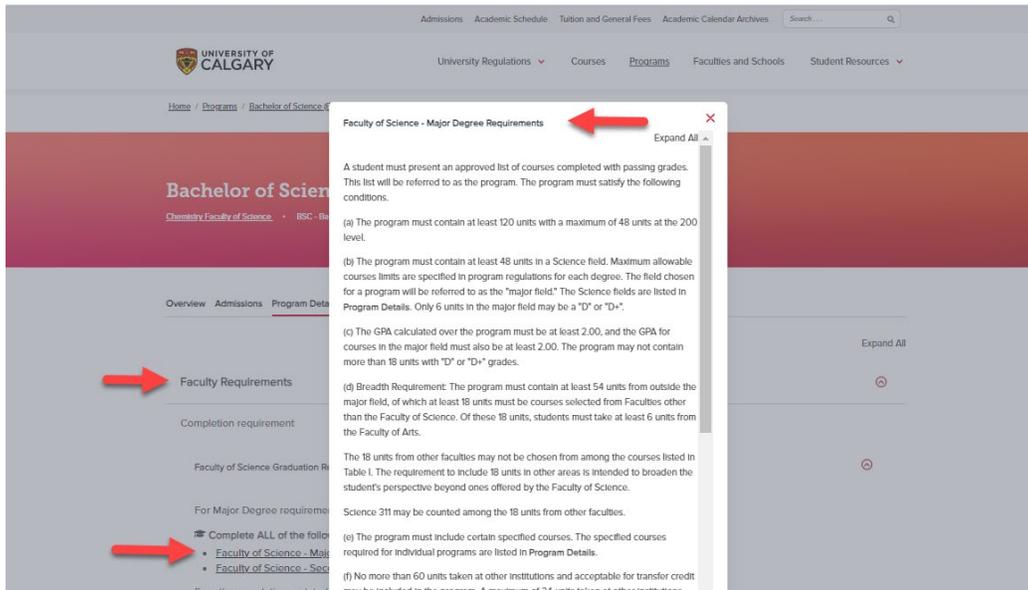


Figure 12: Faculty Requirements

You can also access courses lists and course descriptions for courses in the program of your choice by clicking on Program Requirements and clicking on the links to courses.

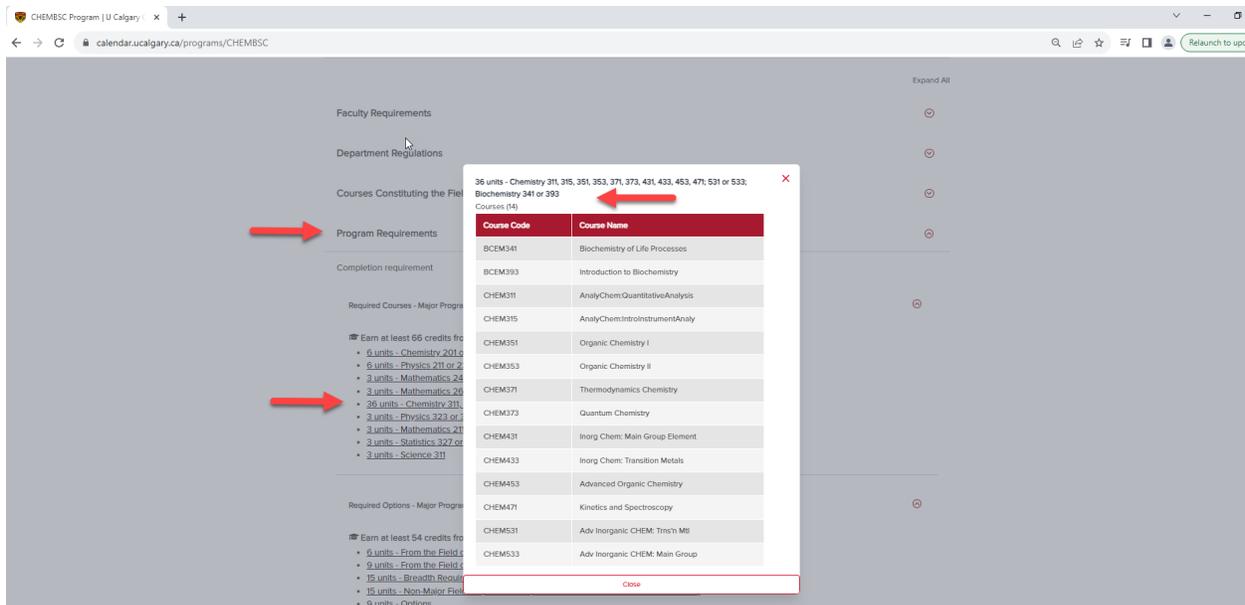


Figure 13: Program Requirements and Course Details

# Faculties and Schools

You can use the Faculties and Schools tab to explore the faculty regulations that apply to the degree program of your choice.

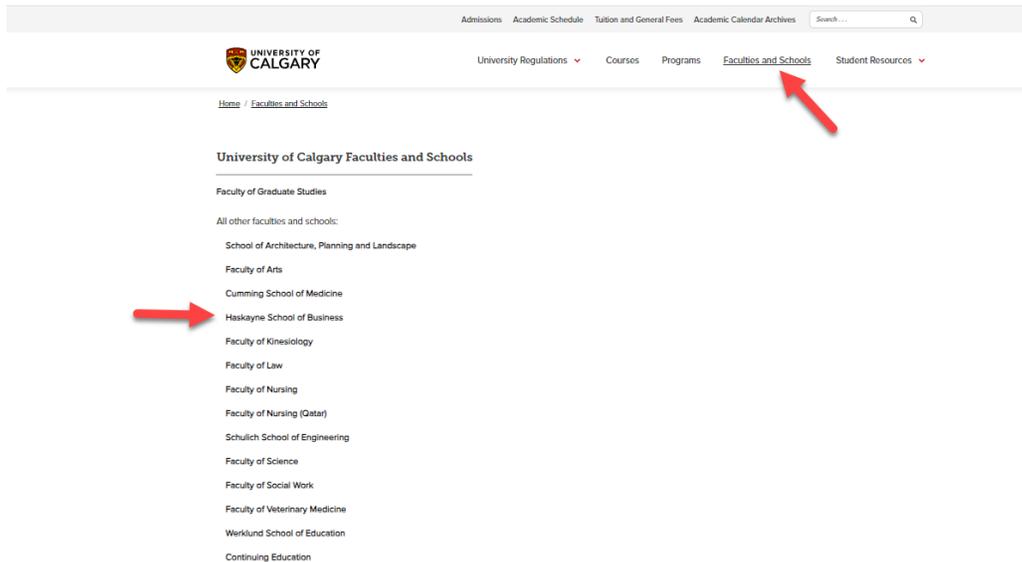


Figure 14: Faculties and Schools Tab

Click on the Faculty or School you want to explore and learn more about the programs they offer, their regulations, program details, etc.

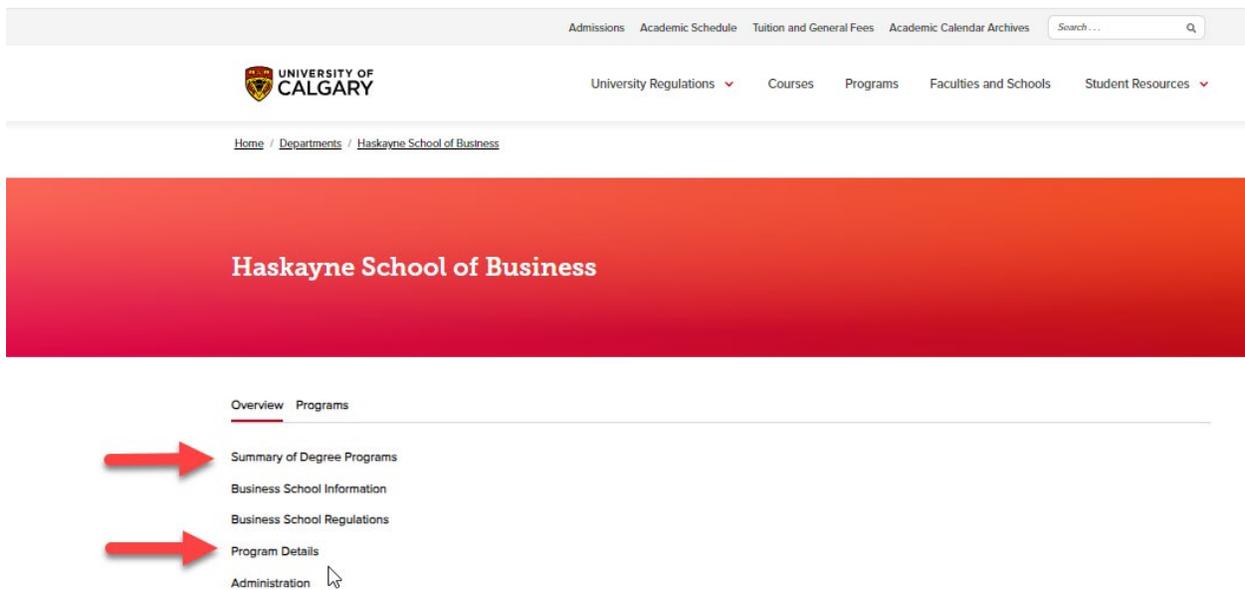


Figure 15: Program Information under the Faculty Tab

# Student Resources

Information on Student Resources like Student Campus Services, The Student's Union, Graduate Student's Association and Academic Advising Resources can be accessed via the main navigation bar as well.

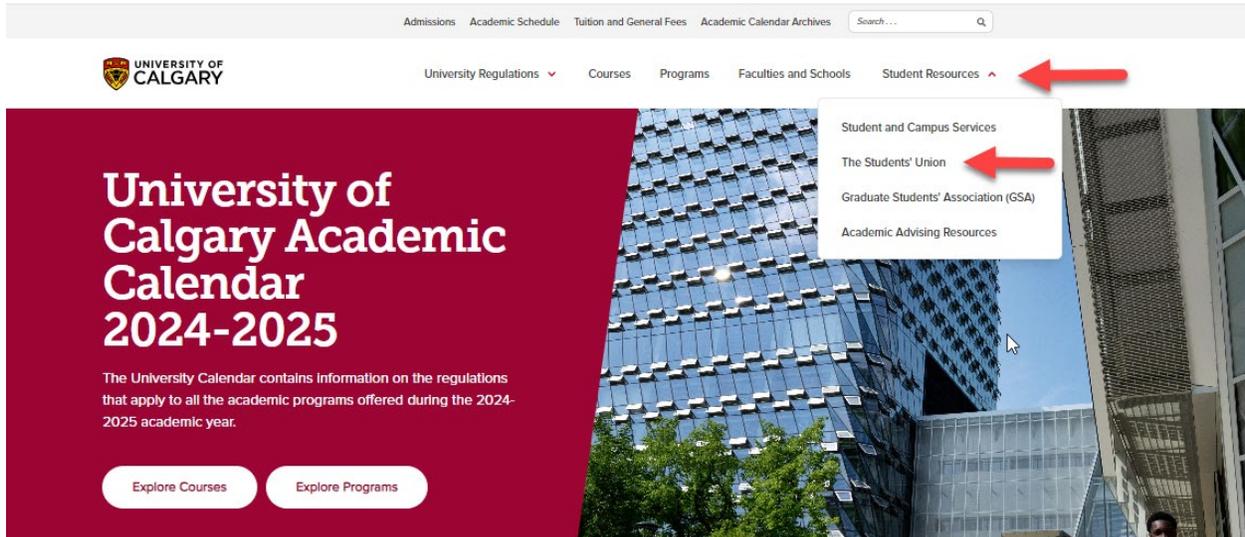


Figure 16: Student Resources Tab

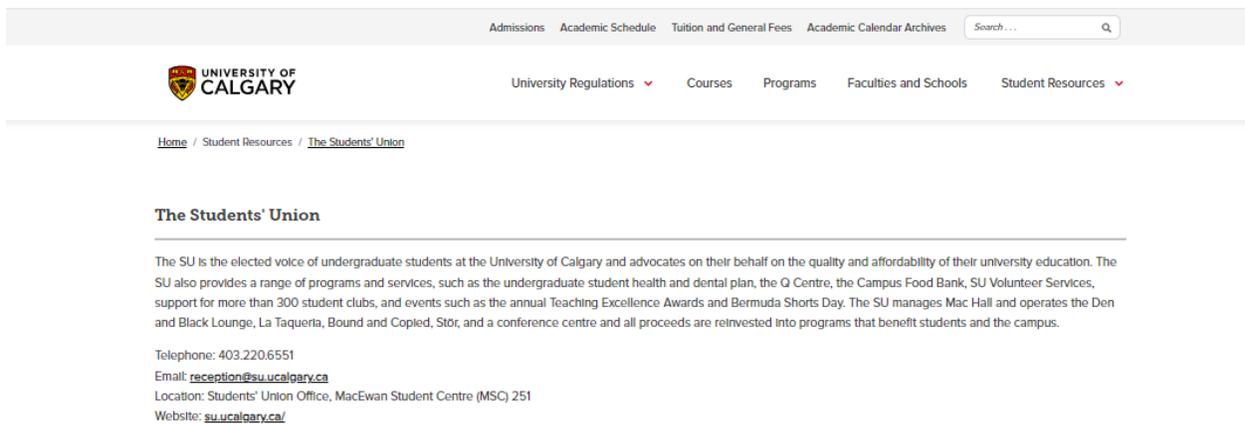


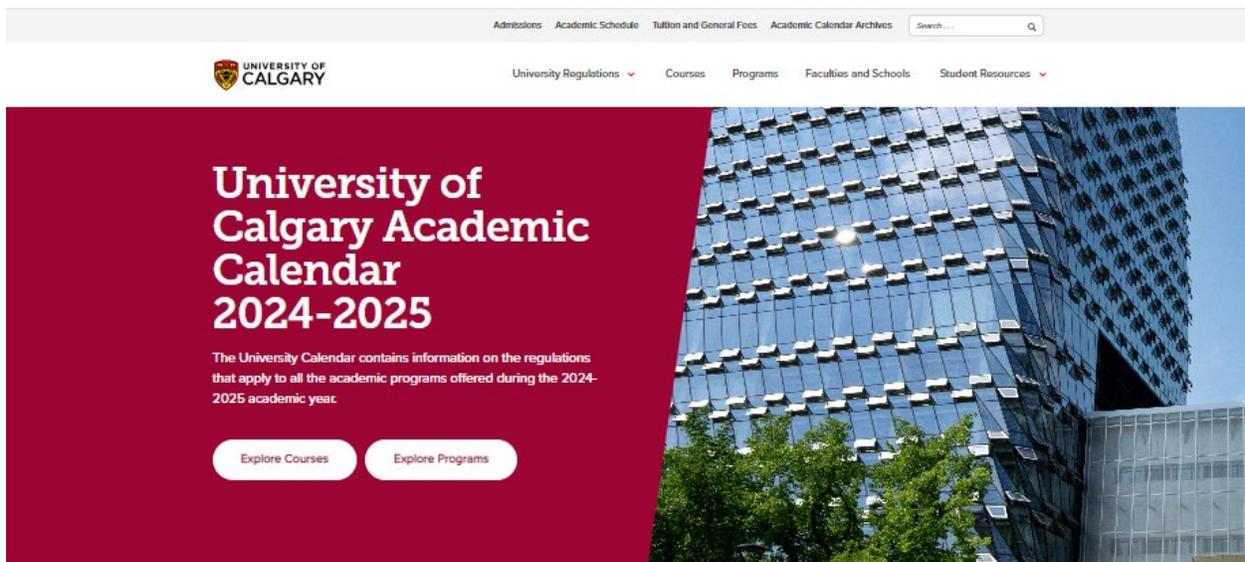
Figure 17: Information about the Student's Union

# Future Enhancements

In the future, you can look forward to more developments and improvements to our Academic Calendar. Future enhancements to look forward to for September 2024 include:

- The introduction of degree maps that will provide a recommended course sequence for every program.
- Reduced white space on program pages which will make readability of requirements easier.
- Header rows for program requirements will also become optional in the new system and provide an opportunity to remove unnecessary content such as the dangling Graduation Hat icons or the use of “completion requirement” when it might not make sense.
- Enhanced sorting functionality on the Programs link under the Faculty and Schools pages.

Please take some time to familiarize yourself with the new format of our Calendar. As you explore the Calendar content within this new software, please connect with us should you notice any issues with the navigation or content. On the homepage you can click on **contact us** and complete the form.



## Welcome to the 2024 - 2025 Academic Calendar

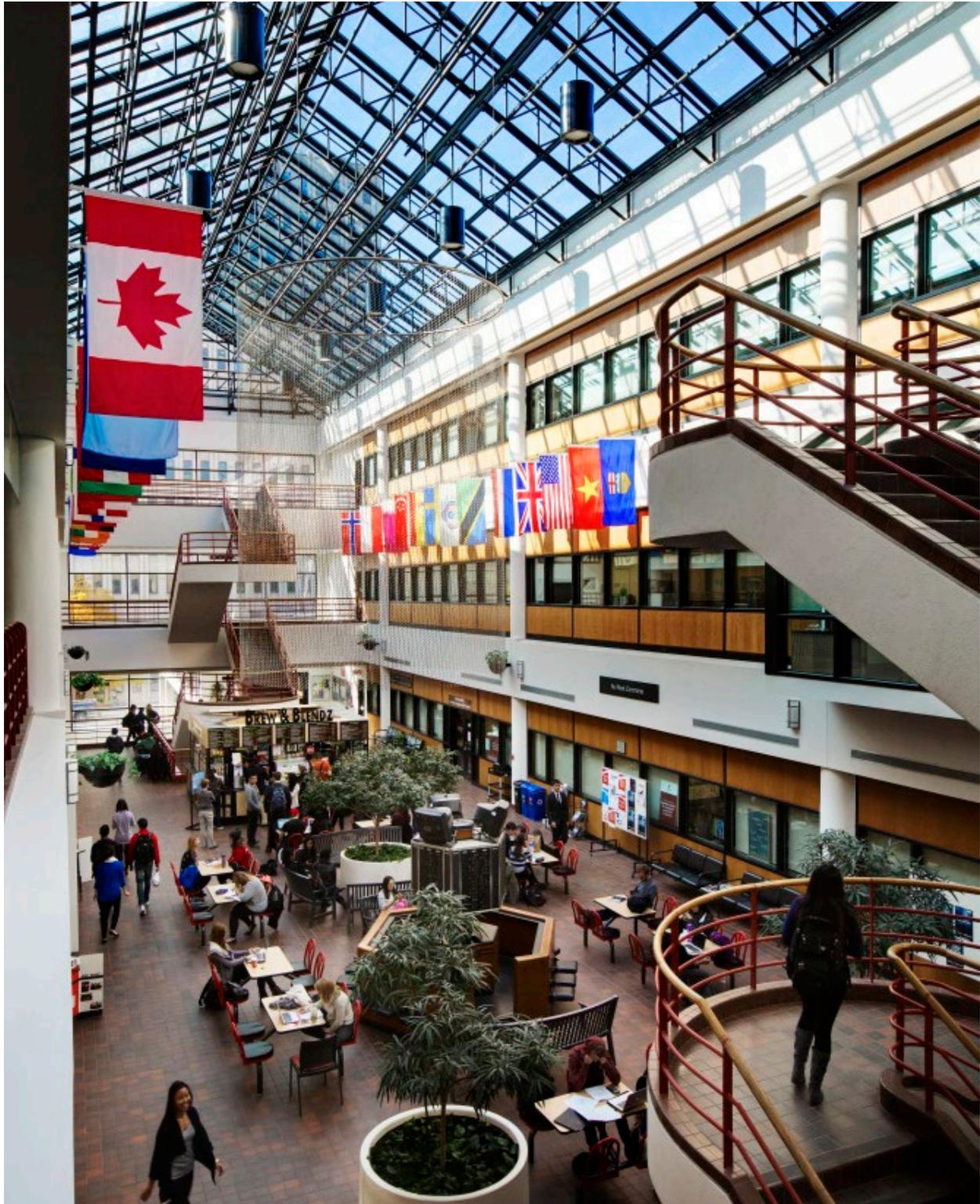
We are excited to officially launch the 2024-2025 Academic Calendar! This calendar may look and feel different to previous years but still contains all the Academic regulation information that you need to know. Please click "Learn More" to learn how to navigate using this new software and to submit feedback click on "Contact Us" for more information.

[Learn More](#)

[Contact Us](#)

Figure 18: Contact Us Tab

We are very excited to present the Calendar with a new look and added functionality and we are confident that it will contribute to an enhanced user experience for our students, faculty, and staff.



*Scurfield Hall, Main Campus, University of Calgary*