

June 27, 2023

David Baker, Pathways Coordinator  
Sir Sandford Fleming College

Dear David,

RE: Transfer Credit Articulation

The enclosed *Transfer Credit Articulation Statement* provides details with regards to the articulation of Sir Sandford Fleming College's and Law Clerk 2Yr Diploma program towards Athabasca University's Bachelor of Professional Arts in Human Services, Bachelor of Science (Post Diploma), Bachelor of Science plus Majors (Post Diploma), Bachelor of Commerce (Post Diploma), Bachelor of Human Resources Labour Relations (Post Diploma), and Bachelor of Management (Post Diploma) Programs.

AU applicants who have completed the above-mentioned program at your institution before or after the specified date may receive the same credit depending upon the content of the program. It is important to note that the articulation is based on the program content at the time of the review and changes to your program will affect credit awarded. Please inform us of any program changes so we can ensure your articulation reflects current data.

The enclosed *Statement* provides instructions for students who wish to take advantage of this articulation.

If your institution requires further information or clarification about the articulation or *Statement*, please contact: [The Articulations Unit](#), in the Office of the Registrar.

Student inquiries can be directed to our Learner Support Services, at 1-800-788-9041 or through the online contact form found at: [Learner Support Services](#).

We look forward to serving your students through this new articulation opportunity, as well as, working with you and your colleagues in the future,

Sincerely,

*Wendy Hutchison*

Wendy Hutchison,  
Associate Registrar, Transfer Credit Services

Enclosure

CC: David Baker, Pathways Coordinator, Sir Sandford Fleming College  
Amy Maycock, Program Coordinator, Law Clerk Diploma, Sir Sandford Fleming College  
Hussein Alzyoud, Faculty of Business, Athabasca University  
Roland Treu, Faculty of Science and Technology, Athabasca University  
Lynne Rabak, Bachelor of Professional Arts GLM, Athabasca University  
Karen Wall, Bachelor of Professional Arts CMNS, Athabasca University  
Marc Nesca, Bachelor of Professional Arts CRJS, Athabasca University  
Melissa Jay, Bachelor of Professional Arts HSRV, Athabasca University  
Lisa Watson, Dean, Faculty of Business, Athabasca University  
Shauna Reckseidler-Zenteno, Dean, Faculty of Science & Technology, Athabasca University  
Raza Hussain, Director, Marketing and Recruitment, Athabasca University



This Statement dated June 27, 2023 details transfer credit that

**THE GOVERNORS OF ATHABASCA UNIVERSITY**  
A body operating in Alberta, Canada  
(hereinafter referred to as "Athabasca University")

awards for specific Courses, Programs, and/or Designations completed at or through

**SIR SANDFORD FLEMING COLLEGE**  
A body operating in Canada

Toward specified Athabasca University degrees, as stipulated in the table below:

Course, Program, or Designation completed	Program Year	Transfer Credit awarded toward	Credits
Law Clerk 2Yr Diploma	2018	Bachelor of Professional Arts – <ul style="list-style-type: none"> <li>• Human Services Major</li> <li>• Criminal Justice Major</li> <li>• Governance Law &amp; Management Major</li> <li>• Communication Studies Major</li> </ul>	60
Law Clerk 2Yr Diploma	2023	Bachelor of Science (PD)	*30
Law Clerk 2Yr Diploma	2023	Bachelor of Science (PD) with Majors <ul style="list-style-type: none"> <li>• Applied Mathematics</li> <li>• Computing &amp; Information Systems</li> <li>• Human Science</li> </ul>	*30
Law Clerk 2Yr Diploma	2023	Bachelor of Commerce (PD)	30
Law Clerk 2Yr Diploma	2023	Bachelor of Commerce (PD) with Majors	30
Law Clerk 2Yr Diploma	2023	Bachelor of Human Resources & Labour Relations (PD)	30
Law Clerk 2Yr Diploma	2023	Bachelor of Management 3Yr (PD)	30



**\*Block of 30 credits. Students may receive up to 30 additional credits on a course-by-course basis, providing that the courses in the diploma fulfill requirements of AU's BSc (PD) programs.**

The above articulation is based on Athabasca University (AU) regulations and information as provided by Sir Sandford Fleming College that was deemed accurate by AU at the date of this agreement. Students who have completed the above-mentioned program before or after the credential year noted may have their credit adjusted if the program completed differs from the program presented for articulation.

**It is the responsibility of each party to inform the other of any substantive changes that may impact the articulation in any way.** This includes but is not limited to changes in: course curriculum; course numbering; course level of study; program or designation component and or requirements; and program or designation regulations. The Athabasca University Office of the Registrar should be notified in writing of these or other changes of a similar nature at least six (6) months before the effective date of the change(s).

AU may, at its sole discretion, issue a new Transfer Credit Articulation Statement to supersede this Statement.



## INSTRUCTIONS TO PROSPECTIVE STUDENTS

Each Student's transfer credit award is based on an Athabasca University assessment of the individual's post-secondary transcripts to ensure the maximum amount of allowable transfer credit is awarded. Using the Articulation above as a framework, qualified and experienced assessors review each individual's transcript(s) to determine the number of transfer credits to be awarded, how those transfer credits fit into the Student's Athabasca University Program, and what, if any, Athabasca University courses the Student is allowed (or not allowed) to take to satisfy the remaining degree requirements.

To qualify for a transfer credit award based on the Articulation above, a Student will:

1. Apply for admission to Athabasca University;
2. Pay to Athabasca University the General Admission Fee and Evaluation Fee as provided in the Calendar; and
3. Arrange for relevant educational providers to send official transcripts directly to the Athabasca University Office of the Registrar.

Athabasca University will notify the Student of the official transfer credit award.

Students are encouraged to discuss program planning and course selection with our Learner Support Services Advising Team, at 1-800-788-9041 or through the online contact form found at: [Learner Support Services](#).

