

## Department of Biochemistry Course Syllabus for F/W 2025/26

### 4999E Advanced Biochemical Research, 1.0 credits

*This course takes place at Western University, which is located on the traditional territories of the Anishinaabek, Haudenosaunee, Lūnaapéewak, and Chonnonton Nations, on lands connected with the London Township and Sombra Treaties of 1796 and the Dish with One Spoon Covenant Wampum.*

Students who are in emotional and/or mental distress should refer to <https://www.uwo.ca/health/> for a complete list of options about how to obtain help.

The Department of Biochemistry recognizes diversity of identity and experience as a source of strength that promotes excellence, innovation, flexibility and adaptability in our discipline. We embrace, nurture, value and celebrate this diversity.

#### 1. Technical Requirements:



Stable internet connection



Laptop or computer

#### 2. Important Dates:

Classes Begin	Reading Week	Classes End	Study day(s)	Exam Period
September 4	November 3–9	December 9	December 10	December 11–22

September 30, 2025, is National Day for Truth and Reconciliation and is a non-instructional day

September 12, 2025: Last day to add or drop a Fall/Winter 24-week course

Classes Resume	Reading Week	Classes End	Study day(s)	Exam Period
January 6	February 15–23	April 4	April 5–6	April 7–30

January 20, 2026: Last day to withdraw from a Fall/Winter 24-week course without academic penalty

#### 3. Contact Information

Course Coordinator	Contact Information	Office
Dr. Brian Dempsey	brian.dempsey@uwo.ca	MSB 389
Biochemistry Program Administrator	Contact Information	Office
Ms. Neiven Timothaws	neiven.timothaws@schulich.uwo.ca	MSB 342

## 4. Course Description and Design

### **Delivery Mode:** In-Person

This laboratory course is intended for students interested in pursuing graduate-level research. Lectures on literature searches, data mining, and effective communication; an independent research project (topic and advisor chosen by consultation between student and faculty); scientific communication (introduction to topic, mid-year report, seminar).

This course will provide research skills to prepare students for graduate studies in biochemistry. The major component of the course will involve 12 hours per week of independent research. The course will also include approximately 10 total hours of workshops focusing on key aspects of research: for example, statistics, scientific writing, scientific communication, analysis of literature and bioethics. The student will also undertake a literature review of the research area and a research poster presentation and seminar.

### **Prerequisites/Corequisites:**

One of Biochemistry 4483E, 4484E, 4486E, or the former Biochemistry 4485E, and permission of the department.

### **Timetabled Sessions**

Component	Date(s)	Time
Lab work on project goals 12 hours/week average	M/T/W/Th/F	Scheduled with lab supervisor and/or lab mentor
Workshops: online and in-person 10 hours estimated	Details below	various
Biochemistry Department Seminars	Sept. to Mar.	TBD – Tues afternoon and/or Fri mornings

- Students should come ready to complete lab work by reading and researching methods in advance
- Asynchronous pre-work for lab sessions is required
- Attendance at scheduled sessions is required (as arranged with lab mentor or course coordinator)
- Students must be supervised during lab work, schedule times with members of your lab.

All course material will be posted to OWL Brightspace: <https://westernu.brightspace.com/d2l/login>. Any changes will be indicated on the OWL Brightspace site and discussed with the class.

If students need assistance, they can seek support on the [OWL Brightspace Help](#). Alternatively, they can contact the [Western Technology Services Helpdesk](#). They can be contacted by phone at 519-661-3800 or ext. 83800.

Current versions of all popular browsers (e.g., Safari, Chrome, Edge, Firefox) are supported with OWL Brightspace; what is most important is that you update your browser frequently to ensure it is current. All JavaScript and cookies should be enabled.

## 5. Learning Outcomes

Upon successful completion of this course, students will be able to:

- Perform advanced biochemical, molecular, or bioinformatics experiments independently.
- Conduct literature review on advanced topics in biochemistry.
- Analyze and interpret scientific data.
- Draw conclusions from data and defend those conclusions.
- Prepare a scientific manuscript.
- Prepare and present a scientific talk at a level appropriate for an audience of scientists.

## 6. Course Content and Schedule

### September 2025 to April 2026

- Students will conduct lab work on their research projects as scheduled with their project supervisor and lab mentor. All lab activities will be arranged and discussed with the host laboratory personnel.
- Complete any required WHMIS training, Lab Safety training, Biosafety training, and any additional safety training required by your supervisor before initiating your research. See website for access - <https://www.uwo.ca/hr/learning/required/index.html>
- Contact Boun Thai (boun.thai@schulich.uwo.ca) for questions on safety training.

## 7. Participation and Engagement

- Students are expected to participate and engage with their lab work as needed to fulfil their project goals.
- Students should also engage with their project supervisors and any lab personnel that the supervisor designates to train/mentor them.
- Students should participate in the required workshops and complete all necessary elements of engagement in those workshops

## 8. Assessment and Evaluation

Below is the evaluation breakdown for the course. Any deviations will be communicated. All required safety and other training courses that must be completed before working in the lab. Labs can be hazardous places. Ask your supervisor or senior members of your lab what the hazards are and learn how to handle them safely. You are not permitted to work in the lab unsupervised in the evening or on weekends.

Assessment	Weighting	Due Date	Flexibility
Research Proposal	10%	Wed. Sept. 24, 11:59pm	72-hour no late penalty
Midterm Progress Report	10%	Fri. Jan. 9, 11:59pm	72-hour no late penalty
Poster Presentation	10%	Stewart Research Day TBD (Jan)	Designated
Thesis Introduction – Chapter 1 of Report	20%	Wed Mar. 18, 11:59pm	72-hour no late penalty
Final Research Presentation	15%	TBD (Early Apr.)	Designated
Workshop Completion	5%	Various Dates Fall and Winter	N/A
Supervisor Performance Evaluation	10 + 20%	End of Fall term + End of Winter term	N/A

**Designated Assessment:** Instructors are permitted to designate one assessment per course per term as requiring supporting documentation to receive academic consideration. See below for information on academic consideration policy and missed course work. For this course the following assessment has been designated as requiring supporting documentation:

- Stewart Research Day Poster Presentation
- Final Research Presentation

When applicable, inclusion of literature citation, figures and tables outside of the page- or word-limit is allowed for assessments. For all assessments a brief description is given below, additional instructions and a rubric will be provided separately on OWL.

#### **Research Proposal (2-page limit)**

Prepare a mini version of research grant proposal on your work. This will include a title, a summary of research background, work accomplished in 4483E and your research plans for the 4999E course (with supervisor's input). This will be graded by the 4999E coordinator.

#### **Midterm Progress Report (3-page limit)**

Remove the background from your research proposal and expand your research plan into a detailed outline that lists the experimental work you have conducted or plan to complete. Indicate the progression on each experiment with a %-scale. Include figures for any completed experiments with a detailed figure legend (1 figure minimum). For any incomplete work, lay out the plans to complete and the estimate time it will take. Inclusion of literature citation outside of the page limit is required. This will be graded by the 4999E coordinator.

#### **Poster Presentation**

Students are required to present a poster (in-person) of their work conducted in Biochemistry 4999E on the Stewart Research Day. This usually takes place in January, with the exact date to be announced later by the department. Evaluations of student posters and presentations will be submitted by faculty, staff and students who attend. Marks submitted will be weighted 80/20 faculty/student.

#### **Research Seminar Presentation (20 minutes)**

Students will give a final research presentation in March. The presentation and presenter's ability to address questions from audience will be evaluated by audience members present and weighted 80/20 faculty/students.

#### **Introduction for Final Report "Chapter 1" (25000-character limit)**

In this report, student is expected to summarize the key literature in the field of research, with a statement of hypothesis and experimental goals. This document is intended to be used as a draft of the introductory chapter for a MSc thesis. This document will be graded by the project supervisor and/or the 4999E coordinator.

#### **Biochemistry 4999E Workshops**

There are several online or in-person workshops required as well as attendance at several Biochemistry department seminars (visiting speakers and graduate student), where marks are allocated for attendance or completion. The following are *tentative* the topics and dates:

1% **Research Ethics/Integrity Online Modules** (due 11:59 pm Oct. 10) Students are required to complete online learning modules on **Research Integrity**, using the "*responsible conduct of research training*" subscribed by Western. Instructions are available on OWL (Resources tab).  
[https://www.uwo.ca/research/ethics/research\\_integrity.html](https://www.uwo.ca/research/ethics/research_integrity.html)

**1% Online Writing Assistance with Writing Support Centre** (complete before April 1st) Arrange a 50-minutes appointment/counselling session (online or in person) on how to improve your writing. You are recommended to provide your 4483E final report for as your writing sample. This is the website (<http://writing.uwo.ca/undergrads/appointments.html>), but it is subject to change. After the end of the sessions, request your TA to send an email to Dr. Dempsey to confirm your participation.

**1% Graduate student research activities workshop** given by senior Biochemistry graduate students (to be scheduled in early Winter) or an alternative Workshop as arranged by the course coordinator.

**1% Attendance at two (2) or more Biochemistry seminars** given by Visiting Speakers. Dr. Dempsey will recommend several possible seminars that students can attend. Students should confirm which seminars they will attend so that Dr. Dempsey can mark their attendance. (attendance at all these seminars above the required two throughout the year is strongly encouraged).

**1% Advanced Literature Searches/Research Skills** (check schedule at link below) Attend at least one of the workshops offered by Western Libraries. Check the website below regularly for Workshops offered this year. Do NOT leave this until late in the year. At the end of the workshop, request the organizer to send an email to Dr. Dempsey to confirm your attendance. If you wish to suggest workshop of interest to you that might be appropriate contact Dr. Dempsey to discuss.  
<https://www.lib.uwo.ca/events/index.html>

Additional instructions and rubrics for the assessments will be provided in advance of the due dates.

#### **Information about flexibility in assessment**

- ☒ Flexibility in assessment has been applied to this course; therefore, academic consideration requests may be denied on the assessments where flexibility is included
- ☒ This course employs flexible deadlines for assignments. The assignment deadlines can be found above in the course outline. For each assignment, students are expected to submit the assignment by the deadline listed. Should illness or extenuating circumstances arise, students are permitted to submit their assignment up to 72 hours past the deadline without a late penalty. Should students submit their assessment beyond 72 hours past the deadline, a late penalty of 50% per day will be subtracted from the assessed grade. Requests for academic consideration supported by documentation must be submitted within 48 hours of the original deadline. The instructor reserves the right to deny such academic considerations, given the deadline flexibility provided. If you have a long- term academic consideration or an accommodation for disability that allows greater flexibility than provided here, please reach out to your instructor at least one week prior to the posted deadline.

#### **General information about assessments**

- ☒ All assignments are due at 11:59 pm EST unless otherwise specified
- ☒ Students are responsible for ensuring that the correct file version is uploaded; incorrect submissions including corrupt files could be subject to late penalties (see below) or a 0
- ☒ Written assignments will be submitted to Turnitin (statement in policies below)
- ☒ Students will have unlimited submissions to Turnitin
- ☒ Rubrics will be used to evaluate assessments and will be posted with the instructions
- ☒ After an assessment is returned, students should wait 24 hours to digest feedback before contacting their evaluator; to ensure a timely response, reach out within 7 days
- ☒ Any grade appeals on assignments, quizzes, or midterms must be received within 2 weeks of the grade being posted.
- ☒ Assessment re-grading could result in the mark increasing, decreasing, or remaining the same
- ☒ Prior to the filing of a written request for relief, students must attempt to resolve the concern regarding a mark or grade through informal consultation with the instructor. If the student is

dissatisfied with the decision of the instructor or does not receive a decision from the instructor, a written request for relief must be submitted to the Department Chair within three (3) weeks from the date that the mark was issued.

#### Information about late or missed assessments:

- ✓ Late assessments without academic consideration will be subject to a late penalty 50 %/day
- ✓ All course assessments must be completed to pass this course. If a student has an approved and documented reason to not submit an assessment they will be required to complete a similar assessment in a time frame that is approved by their project supervisor and the course coordinator, this may be the following year, or the next time the course is offered. Until all course assessments are completed the student will receive a grade of INC.

Click [here](#) for a detailed and comprehensive set of policies and regulations concerning examinations and grading. The table below outlines the University-wide grade descriptors.

A+	90-100	One could scarcely expect better from a student at this level
A	80-89	Superior work which is clearly above average
B	70-79	Good work, meeting all requirements, and eminently satisfactory
C	60-69	Competent work, meeting requirements
D	50-59	Fair work, minimally acceptable
F	below 50	Fail

**INC (Incomplete Standing):** If a student has been approved by the Academic Advising Office (in consultation with the instructor/department) to complete term work at a later date, an INC will be assigned. Students with INC will have their course load in subsequent terms reduced to allow them to complete outstanding course work. Students may request permission from Academic Advising to carry a full course load for the term the incomplete course work is scheduled.

**SPC (Special examination):** If a student has been approved by the Academic Advising Office to write a Special Examination and the final exam is the only outstanding course component, an SPC will be assigned. If the class has a makeup exam, the student is expected to write the makeup exam. If the class doesn't have a makeup exam or the student misses the makeup exam for reasons approved by the Academic Advising Office, the student will write the exam the next time the course is offered. Outstanding SPCs will reduce the course load for the term the exam is deferred as outlined in [Types of Examinations](#) policy.

#### 9. Communication

- Students should check the OWL Brightspace site every 24–48 hours
- Students should email their supervisor and the course coordinator using their uwo account
- Students should ask their lab mentor and supervisor for their preferred method of communication and use it as required.
- This course will use Brightspace for distribution of course materials

#### 10. Office Hours

- Meetings with Dr. Dempsey can be arranged by email or drop-in
- Students should contact their supervisor and lab mentor to discuss their preference for arranging meetings

## 11. Course Materials

Students should discuss with their supervisor and other lab personnel regarding scientific papers and other resources that are appropriate to their project. Typically these resources will be available through Western Libraries.

Students should also undertake appropriate literature searches through their own initiative.

## 12. Professionalism & Privacy

Western students are expected to follow the [Student Code of Conduct](#). Additionally, the following expectations and professional conduct apply to this course:

- ☒ All course materials created by the instructor(s) are copyrighted and cannot be sold/shared/upload (e.g., Must Knows Facebook group, Course Hero, Chegg, ChatGPT, etc.)
- ☒ Recordings are not permitted (audio or video) without explicit permission
- ☒ Permitted recordings are not to be distributed

Western is committed to providing a learning and working environment that is free of harassment and discrimination. All **students**, staff, and faculty have a role in this commitment and have a responsibility to ensure and promote a safe and respectful learning and working environment. Relevant policies include Western's [Non-Discrimination/Harassment Policy](#) (M.A.P.P. 1.35) and [Non-Discrimination/Harassment Policy – Administrative Procedures](#) (M.A.P.P. 1.35). Any **student**, staff, or faculty member who experiences or witnesses' behaviour that may be harassment or discrimination **must report the behaviour** to the Western's [Human Rights Office](#). Harassment and discrimination can be human rights-based, which is also known as EDI-based, (sexism, racism, transphobia, homophobia, islamophobia, xenophobia, antisemitism, and ableism) or non-human rights-based (personal harassment or workplace harassment).

## 13. How to Be Successful in this Class

Students enrolled in this class should understand the level of autonomy and self-discipline required to be successful.

1. Invest in a planner or application to keep track time you should be in the lab. Make sure you arrange lab times so that appropriate supervision is available.
2. Prepare for your time in the lab in advance. Read over protocols and think through the method. Make notes of questions you might have and look up details that are unclear.
3. Make it a daily habit to log onto OWL to ensure you have seen everything posted to help you succeed in this class.
4. Follow weekly checklists created on OWL or create your own to help you stay on track with your project and assessments.
5. Connect with others in the lab. There are many knowledgeable personnel in most labs. Talk with them and ask questions. They are usually happy to provide advice, but you must give them time and realize that they also have a schedule. So ask for help well in advance so that time can be found to meet.
6. Do not be afraid to ask questions. If you are struggling with a part of your project check with others in your lab.
7. Reward yourself for successes. It seems easier to motivate ourselves knowing that there is something waiting for us at the end of the task.

## 14. Western Academic Policies and Statements

### A. Absence from Course Commitments

Medical, Compassionate, or Extenuating Circumstances

Students missing course work for medical, compassionate, or extenuating circumstances can request academic consideration by completing a request at the [central academic consideration portal](#). Students are permitted one academic consideration request per course per term **without** supporting documentation. Note that supporting documentation is **always** required for academic consideration requests for examinations scheduled by the office of the registrar (e.g., December and April exams) and for practical laboratory and performance tests (typically scheduled during the last week of the term).

Students should also note that the instructor may **designate** one assessment per course per term that requires supporting documentation. This designated assessment is described elsewhere in this document. Academic consideration requests may be denied when flexibility in assessment has already been included. Examples of flexibility in assessment include when there are assessments not required for calculation of the final grade (e.g. 8 out of 10 quizzes) or there is flexibility in the submission timeframe (e.g. 72 hour no late penalty period).

Please note that any academic considerations granted in this course will be determined by the instructor of this course, in consultation with the academic advisors in your Faculty of Registration, in accordance with information presented in this course syllabus. Supporting documentation for academic considerations for absences due to illness should use the Student Medical Certificate or, where that is not possible, equivalent documentation by a health care practitioner.

**Policy:** [Academic Consideration – Undergraduate Students in First Entry Programs](#)

**Procedures:** [Student Medical Certificate](#)

#### Religious Holidays

Students should review the policy for Accommodation for Religious Holidays (Appendix 1). Where a student will be unable to write examinations and term tests due to a conflicting religious holiday, they should inform their instructors as soon as possible but not later than two weeks prior to writing the examination/term test. In the case of conflict with a midterm test, students should inform their instructor as soon as possible but not later than one week prior to the midterm.

**Policy:** [Accommodation for Religious Holidays](#)

#### Special Examinations

A Special Examination is any examination other than the regular examination, and it may be offered only with the permission of the Dean of the Faculty in which the student is registered, in consultation with the instructor and Department Chair. Permission to write a Special Examination may be given on the basis of compassionate or medical grounds with appropriate supporting documents. To provide an opportunity for students to recover from the circumstances resulting in a Special Examination, the University has implemented Special Examinations dates.

**Policy:** [Definitions of Types of Examinations](#)

### **B. Academic Appeals and Scholastic Offenses**

Students can file a **request for relief from academic decisions** if the request is based on one or more grounds listed in the policy. Requests for relief generally fall into three categories, which are also listed in the policy. All requests for relief must be supported by evidence. A request for relief from academic decisions process was formally referred to as an appeal. Refer to the policy and procedures about further details and timelines.

**Policy:** [Requests for Relief from Academic Decisions](#)

**Procedures:** [Undergraduate Student Academic Requests for Relief](#)

**Scholastic offences** are taken seriously, and students are directed to read the appropriate policy, specifically, the definition of what constitutes a scholastic offence.

**Policy:** [Scholastic Offences](#)

**Procedures:** [Undergraduate Scholastic Offences](#)

Students may **appeal** some academic and scholastic disciplinary decisions by a Dean or their designate, to the Senate Review Board Academic (SRBA).

**Policy:** [Senate Review Board Academic Appeals](#)

**Procedures:** [Senate Review Board Academic Appeals](#)

### **C. Accessibility Statement**

Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Accessible Education (AE) at 661-2111 x 82147 for any specific question regarding an accommodation.

**Policy:** [Academic Accommodation for Students with Disabilities](#)

### **D. Correspondence Statement**

The centrally administered **e-mail account** provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at his/her official university address is attended to in a timely manner.

### **E. Discovery Credit Statement**

Students are permitted to designate up to 1.0 Discovery Credit course (or equivalent) for pass/fail grading that can be counted toward the overall course credits required for their degree program.

**Policy:** [Undergraduate Course Credit](#)

**Procedures:** [Discovery Credits](#)

### **F. Essay Course Guidelines**

The guidelines for the minimum written assignments refer to the cumulative amount of written work, including examinations. An essay course must normally involve total written assignments (essays or other appropriate prose composition) as follows:

- Full course (1000 to 1999): at least 3000 words
- Half course (1000 to 1999): at least 1500 words
- Full course (2000 and above): at least 5000 words
- Half course (2000 and above): at least 2500 words

and must be so structured that the student is required to demonstrate competence in essay writing to pass the course. The structure of the essay course must be such that in order to pass the course, the student must exhibit some minimal level of competence in essay writing and the appropriate level of knowledge of the content of the course.

**Policy:** [Course Numbering Policy, Essay Courses, and Hours of Instruction](#)

## **G. Statement on the Use of Generative Artificial Intelligence (AI)**

Within this course, students are permitted to use AI tools exclusively for information gathering and preliminary research purposes. These tools are intended to enhance the learning experience by providing access to diverse information sources. However, it is essential that students critically evaluate the obtained information, exercise independent thinking, and engage in original research to synthesize and develop their own ideas, arguments, and perspectives. The use of AI tools can serve as a starting point for exploration, with students expected to uphold academic integrity by appropriately attributing all sources and avoiding plagiarism. Assignments and/or lab reports should reflect the students' own thoughts and independent written work. By adhering to these guidelines, students contribute to a responsible and ethical learning environment that promotes critical thinking, independent inquiry and allows them to produce original written contributions.

Students should note that Generative AI platforms tend to make frequent errors when producing content related to advanced Biochemical content, like research projects. Typically Generative AI has not been trained on sufficient quantities of scientific literature to produce accurate responses to Biochemistry research questions. However, most GenAI will not indicate that it isn't able to produce an accurate response. Students are responsible for the accuracy of all content that they submit for assessment. If a student submits any content for assessment that has been generated by AI they must clearly cite and identify the content.

## **H. Turnitin and other similarity review software**

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between Western University and [Turnitin.com](https://www.turnitin.com).

# **15. BMSUE Academic Policies and Statements**

## **A. Cell Phone and Electronic Device Policy (for in-person tests and exams)**

The Schulich School of Medicine & Dentistry is committed to ensuring that testing and evaluation are undertaken fairly across all our departments and programs. For all tests and exams, it is the policy of the School that any electronic devices, e.g., cell phones, tablets, cameras, smart glasses, smart watch or iPod are strictly prohibited. These devices MUST be left either at home or with the student's bag/jacket at the front of the room and MUST NOT be at the test/exam desk or in the individual's pocket. Any student found with one of these prohibited devices will receive a grade of zero on the test or exam and this will be documented as a Scholastic Offence. Non-programmable calculators are only allowed when indicated by the instructor. The program is not responsible for stolen/lost or broken devices.

## **B. Copyright and Audio/Video Recording Statement**

Course materials produced by faculty are copyrighted and to reproduce this material for any purposes other than your own educational use contravenes Canadian Copyright Laws. You must always ask permission to record another individual and you should never share or distribute recordings.

## **C. Rounding of Marks Statement**

Across the Basic Medical Sciences Undergraduate Education programs, we strive to maintain high standards that reflect the effort that both students and faculty put into the teaching and learning experience during this course. All students will be treated equally and evaluated based only on their

actual achievement. **Final grades** in this course are rounded to the nearest whole number based on the first decimal place. For example, a grade of 74.49 or lower will be rounded to 74, whereas 74.50 or higher will be rounded to 75.

Marks WILL NOT be arbitrarily increased to the next grade or GPA, e.g., a 79 will NOT be increased to an 80, and 84 WILL NOT be increased to an 85, etc. The mark attained is the mark you achieved, and the mark assigned; requests for arbitrary mark increasing will be denied. Marks will be assigned based on assessments in the syllabus and no extra work or tasks will be assigned to increase a mark.

**Course grade** rounding provisions, as described above, differ from cumulative and term averages. Cumulative and term averages will be calculated to two decimal places and rounded to the nearest whole number with .45 rounded up, for the purposes of admission to and progression in modules, scholarship retention, and Dean's Honour List.

**Policy:** [Marks/Grades; Definitions of Grades; Grading Scale for Undergraduate Students](#)

## 16. Support Services

Students who are in emotional/mental distress should refer to Mental Health @Western <https://www.uwo.ca/health/> for a complete list of options about how to obtain help.

### Statement on Gender-Based and Sexual Violence

Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at the following website:

[https://www.uwo.ca/health/student\\_support/survivor\\_support/get-help.html](https://www.uwo.ca/health/student_support/survivor_support/get-help.html)

To connect with a case manager or set up an appointment, please contact [support@uwo.ca](mailto:support@uwo.ca).

Other important links:

- [Academic Advising \(Science and Basic Medical Sciences\)](#)
- [Learning Development and Success](#)
- [Office of the Registrar](#)
- [Wellness & Wellbeing](#)
- [Western USC Services](#)

## Appendix 1: Western University Academic Policies and Procedures

The policies and procedures listed in this syllabus are outlined in the table below. In some cases, a policy does not include an accompanied procedures document.

Academic Policy	Name of Policy/Procedure	Links
General Policy	Marks/Grades; Definitions of Grades; Grading Scale for Undergraduate Students	<a href="#">Policy</a>
General Policy	Structure of the Academic Year	<a href="#">Policy</a>
Registration, Progression, Graduation	Course Numbering Policy, Essay Courses, and Hours of Instruction	<a href="#">Policy</a>
Registration, Progression, Graduation	Undergraduate Course Credit	<a href="#">Policy</a> • <a href="#">Procedures</a>
Examinations	Definitions of Types of Examinations	<a href="#">Policy</a>
Examinations	Evaluation of Academic Performance	<a href="#">Policy</a>
Examinations	Examination Conflicts	<a href="#">Policy</a>
Rights and Responsibilities	Academic Accommodation for Students with Disabilities	<a href="#">Policy</a>
Rights and Responsibilities	Accommodation for Religious Holidays	<a href="#">Policy</a>
Rights and Responsibilities	Policy on Academic Consideration – Undergraduate Students in First Entry Programs	<a href="#">Policy</a> • <a href="#">Procedures</a>
Rights and Responsibilities	Requests for Relief from Academic Decisions (Undergraduate)	<a href="#">Policy</a> • <a href="#">Procedures</a>
Rights and Responsibilities	Requests for Relief from Academic Decisions (Graduate)	<a href="#">Policy</a> • <a href="#">Procedures</a>
Rights and Responsibilities	Scholastic Offences (Undergraduate)	<a href="#">Policy</a> • <a href="#">Procedures</a>
Rights and Responsibilities	Senate Review Board Academic Appeals	<a href="#">Policy</a> • <a href="#">Procedures</a>