

# PSYCHOLOGY 300B – Section A04

## Statistical Methods in Psychology II

### Spring (Jan. - Apr. ) 2025 : CRN 22733

<b>Time:</b> MTh 1:00 pm – 2:20 pm	<b>Room:</b> Engineering Comp Science (ECS) 125
<b>Instructor:</b> David Medler (he/him) <b>Email:</b> dmedler@uvic.ca <b>Office:</b> COR A270 <b>Office Hours:</b> Tuesday, 10:00 - 11:00 Thursday, 3:00 - 4:00	<b>Teaching Assistant:</b> Sabrina Francescangeli <b>Email:</b> sfrancescangeli@uvic.ca <b>Office:</b> COR B308 <b>Office Hours:</b> By Appointment (virtual Zoom appointments preferred, but in-person also available)

#### TERRITORIAL ACKNOWLEDGEMENT

We acknowledge and respect the Ləkʷəŋən (Songhees and Esquimalt) Peoples on whose territory the university stands, and the Ləkʷəŋən and W̱SÁNEC Peoples whose historical relationships with the land continue to this day.

#### COURSE DESCRIPTION AND OBJECTIVES

1. To gain conceptual understanding of statistical analyses to advanced research designs.
2. To gain practical experience in the interpretation and communication of statistical analysis in a manner appropriate for those involved in psychological research.

#### PREREQUISITES AND REGISTRATION

The prerequisite for Ψ300B is simply:

1. The completion of Psychology 300A with a minimum grade of 50%. This is non-negotiable.

#### ATTENDANCE AND WAITLISTS

Students who do not attend the first two classes may be dropped to make room for students on the waitlists.

#### TOPICS COVERED

Measurement (independent & dependent variables); Power; Inferential analysis for research designs under the Random Sampling Model of Hypothesis Testing. Research designs include related-samples, bivariate correlation, independent samples for  $k = 2$ ,  $k > 2$  (Analysis of Variance — ANOVA), & multi-factorial ANOVA. Other topics include multiple comparisons, options for analyzing data when assumptions are violated, and analysis of frequency data (Chi-Square).

#### COURSE FORMAT

Course material will be presented in 3 discrete sections through text readings, lectures, graded labs, graded homework assignments, and a course research project. Answer keys for labs and homework will be available through Brightspace. *It is assumed that you have read the relevant course material prior to each lecture.*

#### REQUIRED TEXTBOOK

There is *no required* textbook for this class. I will make all slides available prior to lectures. Over the years, I have found that students do just as well from studying from the lecture slides as they do from additional notes.

**iClicker:** You will require an iClicker to participate in this class. I use iClickers to assess student learning on the fly, and a portion of your potential bonus marks will be based on your in class iClicker responses. If you are having issues purchasing an iClicker or iClicker account, please see me.

**Optional Textbook:** As we will be using R extensively in the Labs, you may want to download a free copy of "Learning statistics with R: A tutorial for psychology students and other beginners" by Danielle Navarro. The website for the textbook is can be found here (<https://learningstatisticswithr.com/>) and you can download a PDF of the textbook from that site.

#### BRIGHTSPACE

All course material, including detailed lecture notes, is available through Brightspace, which you can access by logging in through MyPage or directly through [bright.uvic.ca](http://bright.uvic.ca). This site will have all course lecture material with the accompanying overheads that are presented in class. It will also have blank copies of homework assignments and their respective answer keys. Most files are in pdf format.

#### ACADEMIC INTEGRITY

**I have a zero tolerance policy towards academic integrity violations.** I reserve the right to use cheating detection software or other platforms to assess the integrity of student work. **Do not cheat in this class!**

## COURSE EVALUATION

Comprehension of course material will be assessed through performance on...

- (a) 2 midterm exams (each worth 15% of your final grade),
- (b) a cumulative final exam (30%),
- (c) a research report (15%),
- (d) labs (10%),
- (e) online quizzes (10%), &
- (f) Graded Homework Assignments (5%)
- (g) Up to 3% bonus for in-Class iClicker Questions and bonus survey.

Students who have completed the following required course elements will be considered to have completed the course:

- At least one midterm
- The final exam
- The research report

Failure to complete one or more of these elements will result in a grade of “N” regardless of the cumulative percentage of all other elements of the course. N is a failing grade and factors into GPA as a value of 0.

In accordance with the University’s policy on academic concessions, “A student who completes all course requirements is not eligible for an academic concession”. Consequently, students can only request deferrals for the completion of required course components and not for non-essential course components.

**Please note, labs in PSYC 300B are mandatory, and you must get a passing grade (50% or higher) in the lab portion of the course.** If you do not get a passing grade in the labs, you will be ineligible to write the final exam and will receive a failing grade (F) in the course regardless of your performance on the rest of the material.

## GRADING (% of total marks)

Effective May 1, 2014, the letter grading system previously used at UVic was discontinued. Your final grade will be a straight percentage. Your final grade will be rounded at the 0.5% level (e.g., 84.50 will be rounded to 85; 84.49 will be rounded to 84.00). Rounding will only occur for the final grade.

**NOTE:** All deadlines & grades submitted for exams & various assignments are final. There are no make-up assignments, no make-up exams, no bonus or extra assignments that you can do *post-hoc* to alter your grades. The time to invest in achieving the best possible grade is during the course, not afterward.

## APPLICATION OF COURSE MATERIAL

**Online Quizzes:** There will be a total of 12 quizzes on Brightspace to be completed outside class time. These quizzes are worth 10% of your final grade with the bottom two marks being dropped. Quizzes are untimed, and you can attempt each quiz up to five times while they are open, with your final grade for any quiz being the average of all of your attempts for that quiz. There are no make-up quizzes available.

**Homework Assignments:** You will be given up to 12 graded homework assignments worth a total of 5% of your final grade. The homework will provide you with opportunities to test your mastery of the material. There is simply NO substitute for wrestling a statistics problem to the ground yourself in order to understand the material. You will be required to enter your answers to the homework questions on Brightspace. Answer keys will be provided once the homework has been closed. The lowest two homework grade will be dropped. There are no make-up homework available.

**Labs:** To further facilitate your integration of the course material, you will participate in GRADED lab exercises worth 10% of your final grade. There will be a total of 11 labs (1 Pre-Lab, 7 R labs and 3 Research Paper labs), with the lowest R lab mark and lowest Research Paper lab mark being dropped. Further information is provided in the Lab Document provided on Brightspace. **Please note, labs in PSYC 300B are mandatory, and you must get a passing grade (50% or higher) in the lab portion of the course.** If you do not get a passing grade in the labs, you will be ineligible to write the final exam and will receive a failing grade (F) in the course regardless of your performance on the rest of the material. As we drop the lowest R lab and the lowest Research paper lab, there are no make-up labs (the Pre-Lab is graded with the first R lab).

**In-Class Participation (Bonus):** In order to assess concept attainment in class, iClickers will be used during the lectures. You will be graded on your correct responses, but these grades will be considered bonus marks. Each correct response will be worth 0.05% of your total grade, to a maximum of 2%. It is expected that there will be approximately 50+ questions distributed throughout the term so there are lots of opportunities to earn the maximum bonus marks; consequently, there are no make-up iClicker marks.

**Class Survey (Bonus):** You have the opportunity to earn another 1% bonus mark for completing a simple class survey through the Lab Brightspace site. This survey will ask simple demographic questions as well as questions on your usage of social media. We will anonymize this dataset and then use it for analysis purposes during the labs. This survey will be available starting Monday, January 6 and will close at 11:59 pm on Thursday, January 9. To earn the 1% bonus mark, you must complete the survey by Thursday, January 9.

**Research Project Report:** An original research report is REQUIRED for successful completion of this course. For the research project, you will be working in a small group of students (2-3) to produce a full APA style research report. You will be basing your report on a pre-defined dataset that is provided to you, but you will have some choice in what variables you want to analyze. Further details about the Research Report will be posted on Brightspace. The final research report will be due on Friday, March 28, 2025.

**If you do not turn in the research project paper you will receive an “N” in this course.**

**EXAMS:** There are a total of two midterms exams, each worth 15%, and one cumulative Final Exam worth 30%.

**All midterms will be written in person during class time.** All grades will be posted on Brightspace following each exam. It is your responsibility to check this posting to ensure the grade is correct. The final exam will be scheduled during the April formal exam period.

**Dates of Exams:**      Exam 1: February 3 (Monday)                  Exam 2: March 10 (Monday)  
                                      Final Exam: T.B.A.

**Exam Format:** Short answer and computational with emphasis on conceptual mastery of statistical material. Each exam will cover material from the text, class lectures, labs and relevant homework assignments.

**POLICY ON MISSED EXAMS:** (Please read as this is important!)

You are responsible for attending midterms and final exams as scheduled. If you miss a midterm due to an **unexpected or unavoidable circumstance** (e.g., illness, accident, or family affliction), you must send me an email as soon as possible indicating that you have missed the midterm, and the reason for it within your comfort level of disclosure. You do not need to provide any formal documentation if the reason is for an unexpected or unavoidable circumstance. If you are missing a midterm due to **conflicting responsibility** (e.g., representing the university at a academic, artistic, or sporting event; service in the armed forces or emergency services), then documentation is required prior to the exam or midterm. If the reason for missing the exam is deemed acceptable, then a grade for the missing midterm will be generated by proportionally weighting the performance on the other midterm and the final exam.

Failure to contact the instructor will mean a grade of 0 will be assigned to the missing midterm. **No make-up exams will be scheduled. Students who miss both midterms will receive a grade of “N” in the course** as they will be deemed to have missed too much of the course material to have met course completion requirements.

**Final Exam:** If you are unable to attend the final exam you must apply to Records Services for a “Request for Academic Concession” (RAC), typically within 10 working days of the exam date. If an academic concession is granted for the final exam, an alternative date to write the make up exam **MUST** be arranged with the instructor.

Any student who does not take the final exam will receive an “N” in this course, unless they have failed the lab portion of the course, in which case they will receive an “F”.

## GENERAL STATEMENT OF BEHAVIOURAL EXPECTATIONS

The University of Victoria is committed to promoting, providing & protecting a positive, supportive, and safe learning and working environment for all its members and so am I. If you have any concerns regarding the activities that are intrinsic to PSYC 300B, please see me in the first week of the term. Students are encouraged to review the Student Code of Conduct available on the university website.

**Respect for Diversity:** It is my intent that students from all diverse backgrounds and perspectives be well-served by this course, that students' learning needs be addressed both in and out of class, and that the diversity that students bring to this class be viewed as a resource, strength and benefit. It is my intent to present materials and activities that are respectful of diversity: gender, sexuality, disability, age, socio-economic status, ethnicity, race, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally or for other students or student groups. In addition, if any of our class meetings conflict with your religious events, please let me know so that we can make arrangements for you.

The University of Victoria is committed to creating a learning experience that is as accessible as possible. If you are registered with the Centre for Accessible Learning and anticipate or experience any barriers to learning in this course, please feel welcome to discuss your concerns with me. If you are a student with a disability or chronic health condition, you can meet with a CAL advisor to discuss access and accommodations.

**TENTATIVE COURSE SCHEDULE**

WEEK	DATE	CHAPTER / LECTURE TOPIC	LAB
<b>PART 1 – Hypothesis Testing with 1- and 2-Sample Designs, Variability Explained</b>			
1	6-Jan Mon	Course Introduction / Lecture 1: IV's and DV's	Introduction to R*
	9-Jan Thurs	Lecture 1: Independent & Dependent Variables	
2	13-Jan Mon	Lecture 2: Hypothesis Testing – Related Sample Design	Descriptive Statistics
	16-Jan Thurs	Lecture 3: Hypothesis Testing – Correlation Design	
3	20-Jan Mon	Lecture 4: Hypothesis Testing – Independent Samples Design	Hypothesis Testing I
	23-Jan Thurs	Lecture 4: Hypothesis Testing – Independent Samples Design	
4	27-Jan Mon	Lecture 5: Variability Explained ( $r^2$ )	Hypothesis Testing II
	30-Jan Thurs	<b>Review/Catch-Up</b>	
5	03-Feb Mon	<b>Exam #1</b> (Lectures 1 – 5, Labs #1 & #2, Homework)	Research Paper #1
<b>PART 2 – Power and Multigroup Design (ANOVA)</b>			
	06-Feb Thurs	Lecture 6: Power	
6	10-Feb Mon	Lecture 6: Power	Power
	13-Feb Thurs	Lecture 7: Hypothesis Testing – Multigroup Design (ANOVA)	
7	17-Feb Mon	<i>Reading Break – No Class</i>	No Labs This Week
	20-Feb Thurs	<i>Reading Break – No Class</i>	
8	24-Feb Mon	Lecture 7: Hypothesis Testing – Multigroup Design (ANOVA)	Research Paper #2
	27-Feb Thurs	Lecture 8: Multiple Comparisons	
9	03-Mar Mon	Lecture 8: Multiple Comparisons	ANOVA
	06-Mar Thurs	<b>Review/Catch-Up</b>	
10	10-Mar Mon	<b>Exam #2</b> (Lectures 6 – 8, Labs #3 & #4, Homework)	Multiple Comparisons
<b>PART 3 – Multifactorial Designs and Non-Parametric Tests</b>			
	13-Mar Thurs	Lecture 9. Hypothesis Testing: Multi-Factorial Designs	
11	17-Mar Mon	Lecture 9. Hypothesis Testing: Multi-Factorial Designs	Research Paper #3
	20-Mar Thurs	Lecture 10: Interactions in Factorial Designs	
12	24-Mar Mon	Lecture 11: Analysis of Frequency Data	No Labs This Week
	27-Mar Thurs	Lecture 11: Analysis of Frequency Data	
13	31-Mar Mon	Lecture 12: Options when Assumptions are Violated	Multi-Factorial
	03-Apr Thurs	<b>Review/Catch-Up</b>	

\*Introduction to R lab is to be completed by students on their own time and must be completed by January 13, 2025 (prior to the Descriptive Statistics Lab).

**IMPORTANT UVIC DATES**

Date	Event
Jan. 19, 2025	Last day for 100% reduction of tuition fees for second term courses
Jan. 22, 2025	Last day for adding courses that begin in the second term
Feb. 9, 2025	Last day for 50% reduction of tuition fees for standard courses
Feb. 28, 2025	Last day for withdrawing from second term courses without penalty of failure

**STATEMENT OF COPYRIGHT NOTICE**

All lecture notes and course materials provided to you including all exams and quizzes are my intellectual property, and are made available to students for instructional purposes only. You do not have my permission to distribute my lecture notes or any exams or quizzes from the course. Such distribution, through note-sharing sites or other means, violates the Policy on Academic Integrity.

**ATTENDANCE AND WAITLISTED STUDENTS**

Students must attend the first two lectures; those who do not may be dropped from the class to make room for waitlisted students. Attendance will be taken with iClickers (you can get a free trial if you don't already have one). If you are currently waitlisted for this course, you will be given Brightspace access so you can access course material to keep up in case you are offered a seat. Please note, if you engage with the course material and complete the assignments, this does not mean that you are registered in the course. You will only be registered in the course once you have accepted a registration offer from OREM.



# BE WELL

A note to remind you to take care of yourself. Do your best to maintain a healthy lifestyle this semester by eating well, exercising, getting enough sleep and taking some time to relax. This will help you achieve your goals and cope with stress. All of us benefit from support during times of struggle. You are not alone.

## ***Social Life, Friends, & Community at UVic:***

Having a social network is an extremely important foundation for positive mental health. There are lots of benefits to joining clubs, course unions, intramurals and teams on campus.

<https://www.uvic.ca/undergraduate/housing-student-life/student-life/index.php>

## ***Counselling Services:***

The Student Wellness Centre can help you make the most of your university experience. They offer free professional, confidential, inclusive support to currently registered UVic students. <https://www.uvic.ca/student-wellness/contacts/student-wellness-team/index.php#ipn-counsellors>

## ***Health Services:***

The Student Wellness Centre also provides a full service primary health clinic for students. <https://www.uvic.ca/student-wellness/contacts/student-wellness-team/index.php#ipn-physicians>

## ***Centre for Accessible Learning:***

The CAL staff are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations <https://www.uvic.ca/accessible-learning/index.php>. The sooner you let us know your needs, the quicker we can assist you in achieving your learning goals in this course.

## ***Elders' Voices:***

The Office of Indigenous Academic and Community Engagement (IACE) has the privilege of assembling a group of Elders from local communities to guide students, staff, faculty and administration in Indigenous ways of knowing and being.

[www.uvic.ca/services/indigenous/students/programming/elders/](http://www.uvic.ca/services/indigenous/students/programming/elders/)

## ***Mental Health Supports and Services:***

Mental health supports and services are available to students from all areas of the UVic community: <https://www.uvic.ca/student-wellness/wellness-resources/mental-health/>

## Sexualized Violence Prevention and Response at UVic

UVic takes sexualized violence seriously, and has raised the bar for what is considered acceptable behaviour. We encourage students to learn more about how the university defines sexualized violence and its overall approach by visiting [www.uvic.ca/svp](http://www.uvic.ca/svp). If you or someone you know has been impacted by sexualized violence and needs information, advice, and/or support please contact the sexualized violence resource office in Equity and Human Rights (EQHR). Whether or not you have been directly impacted, if you want to take part in the important prevention work taking place on campus, you can also reach out:

Where: Office of Equity and Human Rights, Sedgewick Building, Room C115

Phone: 250 721 8021

Email: [svpcoordinator@uvic.ca](mailto:svpcoordinator@uvic.ca)

Web: <https://www.uvic.ca/sexualizedviolence/>

# UNIVERSITY OF VICTORIA

## Department of Psychology Important Course Policy Information Spring Session 2025

### Accessible Learning

The University of Victoria is committed to creating a learning experience that is as accessible as possible. If you are registered with the [Centre for Accessible Learning](#) and anticipate or experience any barriers to learning in this course, please feel welcome to discuss your concerns with me. If you are a student with a disability or chronic health condition, you can meet with a CAL advisor to discuss access and accommodations.

### Attendance and Absences

**Attendance is important.** Students are expected to attend all classes in which they are enrolled. Students may be assigned a final grade of N or debarred from writing final examinations if they fail to satisfy a minimum attendance requirement set by the instructor for lectures, laboratories, online course discussions or learning activities, tutorials, or other learning activities set out in the course outline.

Medical documentation for short-term absences is **not required** (approved by Senate). Students who cannot attend due to illness are asked to notify their instructors immediately. If illness, accident, or family affliction causes a student to miss the final exam or to fail to complete any required assignment/assessment by the end of the term students are required to submit a request for academic concession (see below).

### Children and Pets

If you need to bring your children or pet to class, please do not hesitate to do so. It is understood that sometimes this is necessary due to care circumstances. However, please aim to have minimal class disturbance so that student learning is not impacted.

### Class Recording and Auto-Captioning Statement

The instructor may record class sessions and those recordings may be made available to all students in the class via Brightspace. If you have questions or concerns regarding class recording and privacy, please contact [privacyinfo@uvic.ca](mailto:privacyinfo@uvic.ca)

Auto-generated captioning may be enabled in this course. Auto-captioning is highly error-prone, especially for specialized terminology and proper names. Students are asked to refer to the audio feed for clarification of any errors. If you find captioning errors that are offensive, please contact your instructor and/or teaching assistant so that they are aware. If you require captions as part of an academic accommodation, please contact [CAL](#).

### Commitment to Inclusivity, Diversity, and Respectful Environments in the Classroom and Online

The University of Victoria is committed to providing a positive and supportive and safe learning and working environment for all its members. All members of the university community have the right to this experience and the responsibility to help *create* such an environment. The University will not tolerate racism, sexualized violence, or any form of discrimination, bullying, or harassment.

Please be advised that, by logging into UVic's learning systems or interacting with online resources and course-related communication platforms, you are engaging in a University activity.

All interactions within this environment are subject to the university expectations and policies. Any concerns about student conduct may be reviewed and responded to in accordance with the appropriate university policy.

To report concerns about online student conduct: [onlineconduct@uvic.ca](mailto:onlineconduct@uvic.ca)

## Copyright

All course content and materials are made available by instructors for educational purposes and for the exclusive use of students registered in their class<sup>1</sup>. The material is protected under copyright law, even if not marked with ©. Any further use or distribution of materials to others requires the written permission of the instructor, except under fair dealing or another exception in the Copyright Act. Violations may result in disciplinary action under the [Resolution of Non-Academic Misconduct Allegations policy \(AC1300\)](#) or the [Academic Integrity Policy](#), whichever is more appropriate for the situation.

## Course Experience Survey (CES)

I value your feedback on this course. Toward the end of term, you will have the opportunity to complete a confidential course experience survey (CES) regarding your learning experience. The survey is vital to providing feedback to the instructor regarding the course and their teaching, as well as to help the department improve the overall program for students in the future. When it is time for you to complete the survey, you will receive an email inviting you to do so. If you do not receive an email invitation, you can go directly to <http://ces.uvic.ca>. You will need to use your UVic NetLink ID to access the survey, which can be done on your laptop, tablet or mobile device. You will be reminded nearer the time, but please be thinking about this important activity, especially the following three questions, during the course.

1. What strengths did your instructor demonstrate that helped you learn in this course?
2. Please provide specific suggestions as to how the instructor could have helped you learn more effectively.
3. Please provide specific suggestions as to how this course could be improved.

## Disclaimer

The above schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances.

## Grading

In classes that are based on a percentage grading scheme, the following [Undergraduate Grading Scale](#) is used

Grade	A+	A	A-	B+	B	B-	C+	C	D	F
Percentage	90-100	85-89	80-84	77-79	73-76	70-72	65-69	60-64	51-59	< 50
GP Value	9	8	7	6	5	4	3	2	1	0

Rounding is only applied to the final grade and is rounded up at the 0.5% level (e.g., 84.49% is round to 84% and 84.50% is rounded to 85%).

## Medical Documentation for absences

No medical documentation for short-term absences is required (Approved by Senate).

If you are seeking a Withdrawal Extenuating Circumstances or an Aegrotat grade, medical documentation may be required if relevant.

## Ombudsperson and Academic Concerns

From the course calendar...

*Depending on the nature of the academic matter of concern to the student, the order in which the student should normally try to resolve the matter is: first, the course instructor; second, the Chair of the department; third, the Dean of the faculty; and finally, the Senate.*

If you are having an academic concern or problem that cannot be resolved with your instructor or the Department Associate Chair, you may wish to consult with the Office of the Ombudsperson (<https://uvicombudsperson.ca>). Current contact information for the office can be found here <https://uvicombudsperson.ca/contact/>.

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<sup>1</sup> Syllabi belong to the department through which the course is administered.



## Policy on Academic Integrity including Plagiarism and Cheating

The Department of Psychology fully endorses and intends to enforce rigorously the [Senate Policy on Academic Integrity](#). It is of utmost importance that students who do their work honestly be protected from those who do not. Because this policy is in place to ensure that students carry out and benefit from the learning activities assigned in each course, it is expected that students will cooperate in its implementation.

The offences defined by the policy can be summarized briefly as follows:

1. **Plagiarism.** You must make sure that the work you submit is your work and not someone else's. There are proper procedures for citing the works of others. The student is responsible for being aware of and using these procedures.
2. **Unauthorized Use of an Editor.** The use of an editor is prohibited unless the instructor grants explicit written authorization.
3. **Multiple Submission.** Only under exceptional circumstances may a work submitted to fulfill an academic requirement be used to satisfy another similar requirement. The student is responsible for clarifying this with the instructor(s) involved.
4. **Falsifying Materials Subject to Academic Evaluation.** This includes falsification of data, use of commercially prepared essays, using information from the Internet without proper citation, citing sources from which material is not actually obtained, etc.
5. **Cheating on Assignments, Tests, and Examinations.** You may not copy the work of others in or out of class; you may not give your work to others for the purpose of copying; you may not use unauthorized material or equipment during examinations or tests; and you may not impersonate or allow yourself to be impersonated by another at an examination. The Department of Psychology has a policy of not making old examinations available for study purposes. Therefore, use of old exams without the express written permission of the instructor constitutes cheating by the user, and abetting of cheating by the person who provided the exam.
6. **Aiding Others to Cheat.** It is a violation to help others or attempt to help others to engage in any of the conduct described above.

**The use of a generative artificial intelligence (AI) is strictly prohibited in any submitted work (unless expressly endorsed by the instructor as part of an assignment).**

Instructors are expected to make every effort to prevent cheating and plagiarism. This may include the assignment of seating for examinations, asking students to move during examinations, requests to see student identification cards, and other measures as appropriate. Instructors also have available to them a variety of tools and procedures to check for Internet and electronic media-based cheating. In instances of suspected or actual plagiarism or cheating, instructors, following prescribed procedures, are authorized to take steps consistent with the degree of the offence. These measures will range from a zero on the test or assignment or a failing grade for the course, probation within a program to temporary or even permanent suspension from the University.

Rights of Appeal are described in the Policy on Academic Integrity in the University calendar Spring 2025.

The definitive source for information on Academic Integrity is the University Calendar

Other useful resources on Plagiarism and Cheating include:

1. The Ombudsperson's office: <https://uvicombudsperson.ca/academic-integrity/>  
The [Office of the Ombudsperson](#) is an independent and impartial resource to assist with the fair resolution of student issues. A confidential consultation can help you understand your rights and responsibilities. The Ombudsperson can also clarify information, help navigate procedures, assist with problem-solving, facilitate communication, provide feedback on an appeal, investigate and make recommendations. Phone: 250-721-8357; Email: [ombuddy@uvic.ca](mailto:ombuddy@uvic.ca); Web: [uvicombudsperson.ca](http://uvicombudsperson.ca).
2. UVic Library Resources: <http://www.uvic.ca/library/research/citation/plagiarism/>
3. UVic Library Document on [Avoiding Plagiarism](#)

### Prerequisites

Students who remain in courses for which they do not have the prerequisites do so at their own risk. Students who complete courses without prerequisites ARE NOT exempt from having to complete the prerequisite course(s) if such courses are required for the degree program.

### Program Requirements

For more information see the [UVic Calendar](#).

### Registration Status

Students are responsible for verifying their registration status. Registration status may be verified using My Page, View Schedule. Course adds and drops will not be processed after the [deadlines](#) set out in the current UVic Calendar.

Students who do not attend classes must not assume that they have been dropped from a course by an academic unit or an instructor. Courses that are not formally dropped will be given a failing grade, students may be required to withdraw and will be required to pay the tuition fee for the course.

### Request for Academic Concessions

Students can apply for [academic concessions](#) if their course requirements are affected by (i) unexpected and/or unavoidable circumstances (e.g., illness, family affliction, etc.), or (ii) conflicting responsibilities (e.g., service in the armed forces or first responder, representing the university).

- **Request an in-course extension**  
If you require more time to complete a course requirement or miss a test or midterm exam, then you will need to complete the [“In-Course Extension Form”](#) and submit it directly to your course instructor. All course requirements must be completed prior to the submission of final grades.
- **What to do if you miss the final exam scheduled during the formal exam period**  
Apply at Records Services for a [“Request for Academic Concession”](#), normally within 10 working days of the date of the exam. Records Services will forward the form to the instructor. If the concession is granted, the instructor will determine how to deal with the situation (for example, a deferred exam). Where a concession is not applied for or where such application is denied, an N grade will be entered on the student’s academic record.
- **What to do if you require additional time to complete course requirements beyond the normal term.**  
Apply at Records Services for a [“Request for Academic Concession”](#), normally within 10 working days of the end of the course. Records Services will forward the form to the instructor. If the concession is granted, the instructor will determine how to deal with the situation. Where a concession is not applied for or where such application is denied, an N grade will be entered on the student’s academic record if the missing work has been deemed required. Note, only required course components may be deferred.

### Research Participation Opportunities with the Department of Psychology

The Department of Psychology offers multiple opportunities to participate in research studies over the year. Students are encouraged to learn more about the field of psychology by volunteering in these studies. Information about studies can often be found posted on notice boards around the Department as well as through our Participant Pool webpage at <https://www.uvic.ca/socialsciences/psychology/research/participants/>.

### Student Support Services

[Learn Anywhere](#) is the student support portal for a full range of student academic and support services. Services include: [Centre for Academic Communication](#), [Math & Stats Assistance Centre](#), [Counselling Services](#), [Health Services](#), [Library](#), [Ombudsperson](#), and [Computer Help Desk](#)

### **This classroom is a trans-inclusive space**

Please indicate if you have a preferred name and pronoun that you'd like to be used in the classroom. Please e-mail your instructor or your TA if you would like to discuss the climate of this classroom for trans students. Gender neutral bathrooms are available at UVic.

### **University of Victoria Students' Society (UVSS)**

The [UVSS](https://uvss.ca/) is a social justice based non-profit run by students, for students and is entirely separate from UVic. As an undergrad student, you are already a member! We work on issues affecting students such as affordability, public transit, sexualized violence, sustainability, student employment, and much more. We fund clubs and course unions, and have several advocacy groups. We also have a Food Bank and Free Store, a Peer Support Centre, and run your health and dental plan. We are here to support you, so please reach out to us at [uvss.ca](https://uvss.ca/)!

### **Academic Important Dates**

#### **Spring session – second term (January – April)**

Wednesday, January 1 <sup>st</sup>	University Closed (Winter Break)
Monday, January 6 <sup>th</sup>	Second term classes begin for all faculties
Sunday, January 19 <sup>th</sup>	Last day for 100% reduction of second term fees for standard courses. 50% of tuition fees will be assessed for courses dropped after this date.
Wednesday, January 22 <sup>nd</sup>	Last day for adding courses that begin in the second term
Friday, January 31 <sup>st</sup>	Last day for paying second term fees without penalty
Sunday, February 9 <sup>th</sup>	Last day for 50% reduction of tuition fees for standard courses
Monday, February 17 <sup>th</sup>	University Closed (Family Day)
February 17 <sup>th</sup> – 21 <sup>st</sup>	Reading Break for all faculties
Friday, February 28 <sup>th</sup>	Last day for withdrawing from second term courses without penalty of failure
Monday, March 10 <sup>th</sup>	First registration date for Summer Session 2025
Friday, April 4 <sup>th</sup>	Last day of classes for all faculties
Monday, April 7 <sup>th</sup>	Second term examinations begin for all faculties
Friday, April 18 <sup>th</sup>	University Closed (Good Friday)
Monday, April 21 <sup>st</sup>	University Closed (Easter Monday)
Friday, April 25 <sup>th</sup>	Second term examinations end for all faculties

#### **Add and drop dates for standard 2024-2025 Winter Session courses**

<b>Term</b>	<b>Start Date</b>	<b>End Date</b>	<b>100% Fee Reduction</b>	<b>Add Deadline</b>	<b>50% Fee Reduction</b>	<b>Academic Drop no Fee Reduction</b>
<b>Second term</b>	Jan 6	Apr 4	Jan 19	Jan 22	Feb 9	Feb 28