



THOMPSON RIVERS UNIVERSITY
OPEN LEARNING

BACHELOR OF HEALTH SCIENCE HANDBOOK

To understand your program plan, the degree requirements, and other crucial information (such as course details, cost and exams), all students MUST read this program guide thoroughly and carefully.

PLEASE NOTE:

This guide is intended to help students admitted to the TRU-OL Bachelor of Health Science (BHSc) program begin their coursework. More detailed information about TRU-OL policies and procedures can be found at the TRU-OL website: www.tru.ca/distance. Please contact your Program Advisors for assistance in selecting appropriate courses to complete the degree requirements.

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1. Introduction

The Bachelor of Health Science (BHSc) program is a 120-credit, 4-year degree program designed to provide graduates from recognized Health-Care related diploma programs with the opportunity to obtain a bachelor's degree. The BHSc degree program offered through TRU-OL is intended to:

- Allow working health professionals to broaden their education and enhance their skills, knowledge, career options and academic credentials without having to leave the workforce for an extended period.
- Make advanced studies available to professionals in selected health occupations at a convenient time and place.
- Provide the academic foundation required for select graduate level programs.
- Allow individuals to maximize recognition for related university credits they previously earned for coursework unrelated to their health care diploma.

Of the 120 credits needed to complete this degree, a minimum of 45 must be at the upper (3000 or 4000) level. A minimum grade point average of 2.0 or a "C" average is required to complete this degree. The TRU-OL residency requirement for this program is currently 15 credits (i.e., of the 120 required credits for this program, 15 must be from Thompson Rivers University – distance or on-campus.) Most TRU courses are worth three credits.

2. Using & Understanding the Program Plan

Once accepted into the program, students can access their BHSc program plan through their [myTRU](#) account. Please note transfer credits don't show immediately on a plan because transcripts have to be reviewed before courses can be added. The link to the plan is under the "Academic Record" heading on the myTRU account under the heading "Degree Works (TRU Program Plan.) Please review about reading the plan & FAQs about using it at [Degree Works Information](#).

Program Plan Organization

- 1) The first section shows the TRU ID, Name and Program (Degree). If in two programs, use the drop-down arrow to see the second program information.
- 2) Just below the first box are the "Academic" and "What If" settings. The plan defaults to the "Academic" setting because this is where the program requirements show. The "What If" setting is used for course planning and more information about this is found at [Degree Works Information](#).
- 3) Beneath the "Student View" box, students see the "Bachelor of Health Science" box. Current student details and the program GPA are just below the heading and just below that the overall certificate requirements are listed. When the program is complete, all of these will have a green check mark beside them.
- 4) The [Bachelor of Health Science Requirements \(OL\)](#) are listed in the next box.
- 5) [Unused Courses](#) are courses that weren't used in the program.
- 6) [Insufficient Courses](#): this is where courses with insufficient grades will be listed.
- 7) [Ineligible Courses](#): this is where courses that exceed a limit on live. For example, the maximum number of transfer credits allowed in the program are reached, the excess courses will be in this section.
- 8) [In-progress](#) shows courses that a student is taking now or have pre-registered in.
- 9) [Exceptions](#) reflect changes made in program plan by the advisors.
- 10) ***Notes**: reflect changes/updates/explanations made by the advisors.
- 11) Legend: (bottom of the page) explains abbreviations used in program plan

****Please make sure to read the NOTES section at the bottom of the program plan as this is where advisors will place any special instructions which may affect the completion of the degree!***

Exemptions

The term "exemption" may appear on the Program Plan. At TRU-OL, exemption **does not** mean that transfer credit has been granted. Rather, "exemption" means that a specific requirement has been waived. This is considered "exemption without credit." Therefore, the student must still make up the credit value of the exempted course. Normally, this means taking an extra elective.

3. The BHSc Program: Overall & Specific Requirements

The specific program requirements are listed on the program plan. If there is not a specific course listed on the program plan for a requirement, students will need to consult with their advisors for course approval. Please read course descriptions at www.tru.ca/distance/courses/.

a. **Overall Degree Requirements box**

- **Minimum Residency for this program is 15 credits.** *Students must take at least 5 courses through TRU – either online or on campus – to satisfy this requirement. Non-diploma PLAR credits can be used to satisfy residency.*
- **Upper-Level Requirement is 45 credits.** *Of the 120-credits required for this degree, 45 credits (15 courses) must be taken at the upper level (numbered 3000 or above)*

b. 6 cr **first-year university-level English** ENGL 1001, 1011, 1101, 1021 or 1031

c. 3 cr **introductory statistics** STAT 1201 or PSYC 2101

d. 3 cr **humanities** any course in FRAN, GERM, HIST, HUMN, LANG, PHIL & SPAN but others can be approved by advisors. Humanities courses must have a cultural studies content.

Most typical humanities courses for the BHSc program

HUMN 3011 The History of Science (*or can be used as UL elective*)

HUMN 3991 Issues in Science and Society (*or can be used as UL elective*)

PHIL 1011 Introduction to Epistemology and Metaphysics

PHIL 1021 Introduction to Ethics, Political Philosophy and Aesthetics

PHIL 1111 Introduction to Critical Thinking

PHIL 2311 Health Care Ethics

Language courses

FRAN 1111 Introduction to French 1

FRAN 1211 Introduction to French 11

SPAN 1001 Introduction to Spanish 1

SPAN 1011 Introduction to Spanish 11

GERM 1111 Introduction to German I

Cultural studies courses

HIST 1121 Canadian History to 1867

HIST 1161 Modern European History 1450 – 1800

HIST 1221 Post-Confederation Canadian History

HIST 2251 History of British Columbia

VISA 1111 A Survey of Western Art I

VISA 1121 of Western Art II

e. 9 cr **BHSc Core Courses:** *These courses have been designed as the capstone courses in the BHSc program – they are meant to be taken toward the end of your program. Because these courses are upper level and build upon previous health science knowledge, students should have completed at least one upper-level course, preferably an online course, prior to enrolling in these courses. The courses are delivered online in the paced-cohort modality. This means you will work through the course as part of a group, interacting with other learners and your Open Learning Faculty Member through the online delivery system – see Section 6a below for more on paced courses.*

- 3 cr RSMT 3501 (*Students MUST take STAT 1201 or PSYC 2101 course prior to RSMT 3501*)
 - 6 cr HLTH 3101, 4011 or 4021 (*if you take all three, one will be an elective*)
- f. 6 cr **Upper-level Academic Electives** (*Advisor-approved, see Sections 4 & 5 below*)
- g. 9 cr **Lower-level Academic Electives** (*Advisor-approved, see Sections 4 & 5 below*)
- h. **Diploma and Additional Electives** (*number required depends on amount of health-care diploma transfer credit, see Sections 4 & 5 below*)

4. BHSc Health-Care credits: Academic & Diploma Electives

Health-Care Diploma credits

- The amount of credit granted for the health-care diploma depends on the content and length of the diploma program.
- If the health-care diploma is from a private institution, the diploma must be in a nationally licensed profession.
- Credits for the diploma show as a block transfer and do not count toward your program or TRU GPA.
- No block credits for the diploma will be added until the diploma is complete
- **PLEASE note that the BHSc degree cannot be completed if the diploma is not complete.**

Concentrations & Majors

Because there are no declared majors in the BHSc degree, students are encouraged to create meaningful concentrations which support their future educational or career goals. For instance, if you are planning to further your education, use the electives to meet your graduate program admission requirements OR if you want to open a business or move to a management role in your current job, use the appropriate business electives to help you achieve your goals. The size of a concentration" is determined by the number of electives you have open in the program plan. Note: Concentrations are not formal and are not listed on your credential or transcript.

Elective Approvals

Elective courses may be chosen from many disciplines; however, we strongly encourage students to choose them from the list below. Even if the courses are listed, please send an email to your advisors for pre-approval. This allows your advisors to monitor your progress and let you know of any better options or special instructions for a particular course.

Academic Electives

- All students must complete a minimum of 15 credits of academic electives. At least 6 of these credits must be at the upper level. Student can use upper-level courses as lower-level electives.
- Academic electives are courses that are not considered professional development, applied studies, or advanced training. For example, credit for some courses in TRU-OL Health Science Programs such as Anesthesia (ANES), Polysomnography (POLY), and Health

(HLTH) may be limited because some are considered non-academic. In order to take ANES and POLY courses you must be dually-enrolled in both programs.

Diploma & Additional Electives sections

- The number of diploma electives required in the BHSc program is determined by the amount of credit given for the health-care diploma. The larger the block transfer granted for the diploma, the fewer the diploma/additional electives a student needs to take to complete the degree. If your diploma program included transfer credit from another institution those credits will show in this section of your program plan.
- The BHSc program is designed to broaden your knowledge beyond that attained in your diploma program therefore courses related to the diploma block credit are only allowed by permission and do not count as academic electives.
- Prior Learning (PLAR Credits for Life Learning) can be applied to this section of the program because they are Applied Studies, and not academic, credits.

5. BHSc Approved Electives

- All courses listed below are continuous registration, self-paced courses unless noted below. Paced courses usually start in Sept, Jan and May.

Approved Electives for Health & Science concentrations:

Biology:	BIOL 1113 Principles of Biology BIOL 1213 Principles of Biology II BIOL 2131 Cell and Molecular Biology BIOL 2341 Introduction to Genetics BIOL 3021 Community & Ecosystem Ecology BIOL 3101 Animal Behaviour BIOL 3131 Introduction to Biochemistry (<i>paced</i>) BIOL 3201 Immunology BIOL 3231 Biochemistry (<i>paced</i>) BIOL 3701 Advanced Human Anatomy (<i>paced</i>) BIOL 3991 Plants and People (previously BIOL 3431) BIOL 4001 Biostatistics (<i>paced</i>) BIOL 4141 Evolution
Chemistry:	CHEM 1503 Chemical Bonding and Organic Chemistry CHEM 1523 Principles of Chemistry CHEM 2123 Organic Chemistry I CHEM 2223 Organic Chemistry II
Enviro Studies:	ENVS 3991 Environmental Studies: Sustainability (<i><u>STRONG</u> science background needed</i>)
Geography:	GEOG 3991 Global Climate Change and regional Impacts
Geology:	GEOL 1011 Introduction to Geoscience GEOL 1031 Dinosaur Earth GEOL 1111 Introduction to Earth Science GEOL 2391 Environmental Geology

Health:	HLTH 3101 Client-Directed Care Management (<i>paced</i>) HLTH 3711 Healthy Aging HLTH 4011 Issues in Health Care (<i>paced</i>) HLTH 4021 Health Policy (<i>paced</i>) HLTH 4411 Introduction to Mental Health HLTH 4511 Introduction to Problematic Substance Use
Humanities:	HUMN 3011: History of Science (<i>can be UL elective or Humanities req.</i>) HUMN 3991: Issues in Science & Society (<i>can be UL elective or Humanities req.</i>)
Physics:	PHYS 1103 General Physics I PHYS 1203 General Physics II
Psychology:	PSYC 1111 Introductory Psychology I (<i>paced or non-paced</i>) PSYC 1211 Introductory Psychology II PSYC 2111 Introduction to Research in Experimental Psychology PSYC 2131 Introduction to Childhood and Adolescence PSYC 2161 Abnormal Psychology PSYC 3151 Developmental Psychology of Children PSYC 3451 Adolescent Development PSYC 3461 Psychology of Adulthood and Aging PSYC 3611 Social Psychology I PSYC 3621 Social Psychology II PSYC 3991 Psychology of Human Resilience
Social Work:	SOCW 2061 An Introduction to Social Work Practice SOCW 2121 Social Welfare in Canada SOCW 3551 Human Development (Note Exclusions for SOCW 3551)
Sociology:	SOCI 1111 Introduction to Sociology I SOCI 1211 Introduction to Sociology II SOCI 3991 Sociology of Diversity: Issues for Canadians SOCI 4221 The Social Construction of Crime and Deviance SOCI 4301 Sociology of Families: Modern Family Life in Global Perspective SOCI 4311 Sociology of the Family: Families in a Multicultural World

Upper Level courses with no lower level prerequisites:

BIOL 3431 Plants and People
ENVS 3991 Environmental Studies: Sustainability
GEOG 3991 Global Climate Change and Regional Impacts
HLTH 4411 Introduction to Mental Health
HLTH 4511 Introduction to Problematic Substance Use
HIST 3991 Environmental History (humanities req only)
HUMN 3011 History of Science
HUMN 3981 Issues in Latin American Studies (humanities req only)
HUMN 3991 Issues in Science and Society
POLY 3011 Sleep and Sleep Disorders
PSYC 3991 Psychology of Human Resilience
SOCI 3991 Sociology of Diversity: Issues for Canadians

Approved Electives for Business & Leadership concentrations:

BBUS 3611 Open Thinking (*paced*)
 BBUS 3631 Open Communication (*paced*)
 BBUS 3661 Strategic Human Resource Management (*paced*)
 BBUS 3671 Contemporary Leadership (*paced*)
 BBUS 4135 Motivation and Productivity
 BBUS 4833 Effective Leadership (*paced*)

ACCT 2211 (or BBUS 2211) Financial Accounting
 ACCT 2251 Management Accounting
 BLAW 2911 (or BBUS 3931) Business Law
 BLAW 2921 Law for Public Sector Managers
 BLAW 3921 Employment Law
 ENTR 4751 (formerly BBUS 4751) New Venture Creation (*paced*)
 FNCE 2121 (or BBUS 3121) Financial Management
 HRMN 2821 (formerly BBUS 3811) Human Resources Management
 HRMN 3831 Human Resources Planning and Staffing
 HRMN 3841 (or BBUS 3841) Labour Relations
 HRMN 4831 Total Rewards
 HRMN 4841 Organizational Learning, Training & Development
 IBUS 3511 (or BBUS 3511) International Business
 LEAD 4901 Strategic Thinking for Leadership (*paced*)
 OCHS 3511 (formerly LEAD 3511) Occupational Health and Safety Legislation and Standards

MKTG 2431 (formerly BBUS 3431) Marketing
 MKTG 3451 (formerly BBUS 3451) Professional Selling
 MKTG 3471 (formerly BBUS 347) Consumer Behaviour
 MKTG 4411 (formerly BBUS 4411) Services Marketing
 MKTG 4431 (formerly BBUS 4431) Retail Marketing
 MKTG 4451 (formerly BBUS 4451) E-Commerce
 MKTG 4471 (or BBUS 4471) International Marketing
 MKTG 4481 (formerly BBUS 4481) Integrated Marketing Communications
 MKTG 4491 Business-to-Business Marketing

MNGT 1211 – Management Principles and Practices
 MNGT 1221 – Supervision
 MNGT 1711 (formerly MNGT 1701) – Introduction to Business
 MNGT 2131 – Motivation and Productivity
 MNGT 3711 (formerly BBUS 3031) Business Ethics and Society
 MNGT 3731 (formerly BBUS 3641) Leadership (*paced*)
 MNGT 4711 Decision Analysis (*paced*)
 MNGT 4751 (formerly BBUS 4681) – Project Management (6 credit course, Sept & Jan only)
 MNGT 4781 Strategic Management

ORGB 2811 (formerly BBUS 2721) Organizational Behaviour
 ORGB 3771 Teamwork in Organizations
 ORGB 3811 Organizational Theory and Design
 ORGB 4871 (formerly BBUS 4661) Org. Development and Change

Sample Business & Leadership concentrations:

General Mgmt: MNGT 1111, MNGT 1211, ACCT 2211, ORGB 2811, MNGT 3711, MKTG 2431

HR Mgmt: MNGT 2131, ORGB 2811, HRMN 2821, HRMN 3841, BBUS 3661 or MNGT 4780

Leadership: MNGT 3731, BBUS 3671, BBUS 4661, BBUS 4833

6. TRU-OL Programs & Courses: The Basics

Once a student has their approved program plan, they are almost ready to start their courses. We have some quick information here but students are encouraged to visit the Program Advising webpage at [Program Advising : Thompson Rivers University, Open Learning](#) to find detailed information and links for Financial Aid, Exams, Accessibility Services, Library Services, Writing assistance and more.

a) Continuous Enrolment (self-paced) vs. Paced

TRU-OL offers two types of courses. Continuous Enrolment (self-paced) courses are 30 weeks in duration and can apply for one extension of 18 weeks on payment of a fee. Paced courses are courses which have specific start and end dates. They are usually shorter than 30 weeks, typically 12-14 weeks, and have assignments due on specific dates. There are no extensions allowed in paced courses and students only have one week to cancel the course after the course start date.

NB: students with financial aid contracts will need to contact the Financial Aid office via OLFinaid@tru.ca for their course contract dates – please review [OL Financial Aid](#).

b) Course Sequencing: Lower-Level vs. Upper-Level courses

Courses numbered 1000-2999 are lower-level courses (1st and 2nd year) and are introductory-level courses. These courses should be completed first especially if you are unfamiliar with TRU-OL online courses. Courses numbered 3000-3999 (3rd year) are intermediate-level courses and should be taken next. Courses numbered 4000 and above (4th year) are advanced-level courses and should be taken at the very end of your program.

It is the individual's responsibility to ensure that courses taken are appropriate for their individualized program plan and that the minimum grade requirements are met.

c) Detailed Course Descriptions

Please consult TRU-OL's detailed course descriptions via <https://www.tru.ca/distance/courses/> - which include the course costs, paying careful attention to prerequisite requirements to ensure that courses are taken in the most appropriate sequence. These descriptions give a more in-depth idea of the course content and requirements. In addition, the course descriptions list the prerequisites for the course. The prerequisites, although not mandatory at TRU-OL, help ensure that courses are taken in an appropriate sequence. The prices for paced courses only show on this page when they are open for registration.

7. Course Registration

Before you register for your first TRU-OL course, please review information under **Course formats** at <https://www.tru.ca/distance/programs/program-advising.html>. Once your courses and delivery methods have been selected, you are ready to register. The online registration form is available on the Open Learning Student section of your myTRU account or from this link on our website: www.tru.ca/distance/courses. Students can register by finding their course and adding it to their cart. Enrolment in most TRU-OL courses is continuous and can be done by telephone or on-line (www.truopen.ca) using a credit card. The TRU-OL registration page will confirm course availability and current prices (which typically include texts and materials). Students can also register by fax, mail, or in person.

Sponsored students **MUST** phone Student Services at 1-800-663-9711 to register. They are available M-F from 8am to 4pm PT to assist you.

Registration for PACED courses opens about 6 weeks prior to the next term. Once it is open, students will be able to register online for the course like any other course.

8. Letters of Permission (LOPs)

If students plan to enrol in courses at an institution other than TRU-OL and use the course for credit toward their TRU-OL program, they must complete a Letter of Permission (LOP) Request Form **before** they enrol in the course. LOPs are issued on an academic year basis. The form is found on the Open Learning Student section of your myTRU account or at <http://www.tru.ca/distance/register/forms.html#permission>

Students who proceed without LOP approval may find that a particular course does not meet the degree requirements and/or that the course may not be applied to their degree program. In addition, they will be subject to transfer credit assessment fee.

Official transcripts will be required upon completion of the LOP courses. A minimum grade of C-/ 60%/ 1.67 based on the TRU-OL grading scale must be achieved to be eligible for transfer credit. Once the transcript is received the program plan will be updated. There is currently no charge for updating the transfer credit records and program plan provided the transfer courses have been pre-approved through a Letter of Permission.

9. Prior Learning Assessment and Recognition (PLAR)

In keeping with its belief in life-long learning, TRU-OL recognizes that many adult learners have acquired valuable learning, skills, and knowledge in many non-formal settings such as employer/industry provided training, work and life experience, non-credit continuing education courses, etc. This type of learning is normally not eligible for formal transfer credit however it can often be brought into the program through PLAR (Prior Learning Assessment and Recognition).

There are three ways that PLAR awards transfer credit: 1) Portfolio assessment – either general- or course-based; 2) Credit recommendation or block transfer; and 3) Challenge exams. If there is room in a program plan for PLAR credits, our PLAR Advisor will contact you with information on how to start the process. See this link for PLAR information: <http://www.tru.ca/distance/plar-ol.html>

10. Program Completion/Graduation

When the program requirements have been met, students must submit an online “[Graduation Application](#)” so the credential can be awarded. Once a student registers in their final course(s), they can apply using the link in their [myTRU](#) account. The application is then held until the student notifies the advisors that all their final marks are showing in their program plan ie. all courses are completed. The advisors will then complete a graduation audit. Graduation Audits & subsequent approvals take place on an ongoing basis. Once the application is approved, the certificate will be mailed to the student within 8 weeks after the approval date. Graduates are invited to one of TRU’s graduation ceremonies (held in October and June) following the completion of their program.

11. Important TRU-OL Contacts

For help with program and course requirements contact the Health/Technology Program Advisors:

Email: advisorD@tru.ca (to book an appointment through MS Teams)

For help with non-program related questions such as course registration, sponsorships, course extensions contact [TRU-OL Student Services](#). They are open M-F from 8am to 4pm PT:

Telephone: (250) 852-7000 or 1-800-663-9711 (toll-free in Canada)

Email: student@tru.ca

For IT Services Support, visit the [IT Services Portal](#) for assistance and contact information

To reach other departments by phone call Student Services and ask for the specific department or send an email to:

TRU-OL Admissions: oladmissions@tru.ca

TRU-OL Financial Aid: olfinaid@tru.ca

TRU-OL [Prior Learning Assessment & Recognition](#) (PLAR): PLAR@tru.ca

TRU-OL Student Records: OLRecords@tru.ca

TRU-OL Exams Department: exams@tru.ca

TRU [Accessibility Services](#): as@tru.ca