Table of Contents

This handbook is your guide to the University of Guelph's online equine continuing education courses. It contains important information bout how your distance education course works.

Welcome

The Equine Science Certificate was created through a partnership between Equine Guelph, University of Guelph and the Agricultural Adaptation Council (AAC). The Certificate uses the internet to deliver highly specialized, content-rich courses, which you can take at home and at a time convenient to you, without interrupting your work. The courses are based on scientific research and are presented in a practical format.

The **Equine Science Certificate** is designed to help you improve the management and welfare of horses. The courses are based on scientific research and are presented in a practical format, making it easy for you to directly apply what you have learned to the health and performance of your horse.

The **Diploma in Equine Studies** provides a comprehensive course of study and is suitable for those interested in a career in the equine industry. The courses will enhance the resume of those who have been in the industry for a period of time, and will provide a comprehensive starting point for those just entering it.

The **Certificate in Equine Business Management** is for anyone interested in working in the business and management aspects of the equine industry. You will learn the tools necessary to achieve your goal of a successful equine business.

The **Equine Welfare Certificate** will provide you with the understanding of equine welfare issues across all disciplines and the potential solutions. You will learn how to assess welfare in practice and discuss practical issues from a broad perspective. This program would be suitable for those interested in the health and welfare of horses, horse rescue, equine policy and protection, and leaders in equine associations.

The **Equine Veterinary Technicians Certificate** will provide equine-specific academic (research and evidence-based) and skill development (practicum's) for Veterinary Technologists. The program will consist of the three online advanced equine science courses and three practicum courses through University of Guelph Ridgetown Campus.

The **Advanced Equine Science Series** provides an opportunity for Equine students to explore and research advanced topics in anatomy, nutrition and behaviour. The three advanced courses will appeal to self-directed students who enjoy researching and discussing complex and sometimes controversial issues and practices.

- Advanced Equine Health through Nutrition
- Advanced Equine Behaviour
- Advanced Equine Functional Anatomy

Please visit our program website: www.EquineStudiesOnline.ca

Safety First

Even people who are experienced with horses can be injured by them. When engaged in activities requiring close contact with horses, we suggest you use great care. If you are unfamiliar with horses, we recommend you work closely with someone who is an experienced and safe horse handler. The course activities requiring direct contact with horses are optional but recommended, provided you have taken measures to protect yourself from injury. No grades are directly associated with these activities.

Expectations for Students Who Do Not Have Access to a Horse or Facility

While access to a horse for some optional activities in these courses is helpful, it is not a requirement. Past students have spoken to friends, coaches and neighbours who have been more than willing to provide access to a horse and facility.

If you do not know anyone who owns a horse, here are some suggestions if you wish to take part in the optional activities. Set up a model of the necessary activity by either building, drawing or using pictures. Use another species if appropriate (listening to gut and respiratory sounds). In short, show off your creative side.

If the activity involves interviewing a member of an equine health team, such as your veterinarian or nutritionist, call someone you would consider using should you ever own a horse. Tell them you are a student taking these courses. Ask if they would be willing to talk to you and decide upon a time that is convenient. Give them plenty of lead time so you can complete the activity in the week assigned.

Alternatively, request assistance from your group. Ask them for any data that needs to be collected. Our equine students are more than willing to help out their classmates and have often offered the use of a horse themselves. Don't be afraid to put the call out to the whole class if you would like to get access to a horse. Your instructor can help you contact the class by posting a message in the news section on the course home page.

Online Learning Expectations

Online distance education courses require students to take responsibility for maintaining the pace of study. To be successful, it is essential that you begin your studies the first week of classes and participate regularly throughout the semester. You should expect to spend a minimum of 10 to 14 hours per week on each course.

You are expected to have an understanding of the internet and e-mail basics. You will be navigating and searching the internet and corresponding with others in your class using web-based conferencing and e-mail. You are required to have an e-mail account.

Important Dates

Online Course Access – Friday before class start date.

Course Units – Monday to Sunday.

Course End Date – Sunday of Week 12.

Deadline for Refund less $75.00 administration fee – Friday of Week 2. *No refunds will be issued after this date.*

Last day to drop without academic penalty – Fortieth day of class (Friday of week 8).

Course Access Ends – Two weeks after the course end date.

Cancellation Policy

A full refund will be issued provided Open Learning and Educational Support receives a completed Drop Form at least 30 calendar days prior to the course start date.

A refund, less a $75.00 administration fee will be issued provided Open Learning and Educational Support receives a completed Drop Form within 29 days and up to the end of the second week of the course.

Log into the Student Portal to submit a drop request.

No refunds will be issued after the second week of the course.

Failure to take part in a course does not constitute notification of withdrawal and will result in forfeiture of the entire course fee.

Your course materials and original income tax receipt must be returned to the Open Learning and Educational Support for the refund to be issued.

Should you decide not to continue after the course drop date, you must still send in a completed drop form prior to the 40th day of class to avoid academic penalty (receiving a grade of 'F' on your academic record).

Technical Requirements

Online courses have specific hardware and software requirements. It is your responsibility to have access to this technology throughout the semester.

Check the CourseLink System Requirements page to ensure you can access the course website: http://spaces.uoguelph.ca/ed/system-requirements/

Technical Check – Check your computer system compatibility at: https://courselink.uoguelph.ca/d2l/tools/system_check/systemcheck.asp?ou=6605

In addition, it is expected that a student participating in an online course understand internet and email basics as they will be navigating and searching the internet and corresponding with other students in their class using web-based conferencing.

Technical Support

If you have questions about accessing your course online or any other technology related issues; please contact Open Learning and Educational Support Technical Support Team:

Email and Telephone

Monday - Friday 8:30 a.m. - 8:30 p.m
Saturday - 10:00 a.m. - 4:00 p.m
Sunday - 12:00 p.m. to 6:00 p.m

519-824-4120 ext. 56939
toll free in Canada/U.S.: 1-866-275-1478
courselink@uoguelph.ca

Open Learning and Educational Support Student Portal

When you registered you created a student profile at our Student Portal. This profile allows you to register for courses, request information, view and print your enrolment and academic records including your grades. You will drop and add courses and manage your registration from the Student Portal.

The forms you may required to obtain a transcript, drop your course and request a certificate or diploma when you complete your course of studies will also be available through your student profile.

Obtaining your Transcript

If you require a transcript, complete a transcript request form found through the Student Portal. The fee is $12.00 per transcript.

Course Materials

Many courses in the equine program include a course materials package that will be shipped to you. This may contain manuals, workbooks and course readers, DVDs, and other items. All materials are yours to keep upon completion of the course.

Each course also has a variety of resources within your online course. This may include readings and research papers in PDF format, streaming video, website links to resources, and other items.

Note: If you decide to drop a course, all course materials must be returned to Open Learning and Educational Support (See Cancellation Policy).

Obtaining your course materials

To ensure that your course materials are shipped to the proper address, please complete the online course material shipment form, accessed on the "Online Forms" page: http://apps3.open.uoguelph.ca/CourseMaterialShipment2/course-material-shipment.aspx?template=equine at least two weeks before the course start date.

Materials for your online course will be shipped via courier. The courier company delivers Monday to Friday from 8:00 a.m. to 5:00 p.m. They will require a signature upon delivery, so we are unable to ship to P.O. Boxes. If you are not home during these hours, please give us an alternate address where someone can sign for your materials.

Note: When providing a Rural Route address, include the 911 number (fire number) or legal land description. Otherwise, the courier may refuse to deliver the material.

Also, include a telephone number where you can be reached during the day. If there is a problem delivering your package, the courier company may try to contact you for address clarification.

If you are registered in more than one course, fill out the shipment form for each course you are enrolled in.

Important

Review your course materials as soon as you receive them. Audiovisual materials may be corrupted or may have been damaged in transit.

For missing or malfunctioning materials contact: materials@OpenEd.uoguelph.ca or phone 519-824-4120 ext.56651.

Library Cards

If this is your first course, a library card is included in your course materials package, issued by Open Learning and Educational Support.

Please retain this card for use in future semesters of study.

Your central login and password will provide online access to the University of Guelph's library resources while you are enrolled in your online Equine course.

Access the library at http://www.lib.uoguelph.ca and choose "Off Campus Login" located at the top right hand corner of the page.

Your course outline will provide further information on using the online catalogue. Look for the Outline link on your course homepage.

U of G Library Learning Commons

The Library and Learning Commons provide services to help students. Here are some links to resources you may find helpful:

- Studying for Multiple Choice Exams
- Grammar and Style
- Writing Your First Academic Paper
- Using a Scientific Journal Article to Write a Critical Review
- Writing Different Types of Papers

Writeonline.ca

Writeonline.ca resource provides students with writing advice on three specific types of papers you may be asked to write as part of your Equine Studies; case study reports, lab report and reflective essay. The online tutorial has interactive components, downloadable worksheets and practical examples that will help you develop strategies for planning, researching and writing these three specific types of assignments.

Using and citing resources

Using the Library resources also requires students to understand how to cite your resources properly in your writing. The Library offers a tutorial to help you understand how academic integrity and plagiarism. We suggest you review the tutorial and be sure you read our academic policies in your course outline.

Understanding Plagiarism & Academic Integrity

You are welcome to visit the University of Guelph Library at any time, and to make use of the books, journals, and reference sources. Library staff are available to assist you with your research needs.

Textbooks

Assigned textbooks are not provided with your course materials. Their titles and cost are listed in the appropriate course description page at: http://www.courses.OpenEd.uoguelph.ca/ (search for your course)

Any assigned textbooks must be purchased.

Textbooks may be purchased from the following sources:

- University of Guelph Bookstore (http://www.bookstore.uoguelph.ca/)
- Co-op Bookstore (http://www.guelphcampus.coop/)
- Chapters/Indigo/Amazon and other book sellers.
- Publisher

We suggest you source out the required textbook(s) well in advance. It is your responsibility to ensure you have the required textbooks for the course you are registered in.

Accessing Your Online Course Website

All students will be provided with a Central Login ID (LDAP id) and password. You will receive your login and password in your confirmation email for the courses you have registered in.

Please take a moment to register for Password Insurance (https://www.uoguelph.ca/ccs/apps/password/insurance). This service allows users to reset their own password at any time, from any computer with an internet connection. Without Password Insurance, the University can only reset a password Monday to Friday, 8:30 a.m. to 4:30 p.m.

If you have forgotten your password, please call 1-866-275-1478 or email courselink@uoguelph.ca.

The login page can be found at: http://equineportal.OpenEd.uoguelph.ca/

When you log into your course begin at the "Start Here" link to learn how to navigate within your course website.

If you have any difficulties logging into your course website, contact the technical support team.

My Home

This is the first page you see each time you log into your course website. It is where Open Learning and Educational Support and program administrators broadcast news messages to course participants.

Messages are listed in date order (most recent at top). All previous messages can be viewed by clicking the "Show All News Items" button. You should check for new messages each time you log in.

No matter where you are in the learning environment you can navigate back to the My Home page by clicking on the "My Home" link.

My Courses

If you are taking more than one course in a semester, access to all your courses is available from this page. Simply scroll down to see the links to your courses. Expand the current semester by selecting the > to the right of the My Courses bar.

My Settings

In the "My Settings" section, you can edit your profile, set your account preferences settings, and notifications.

Notifications will allow you to set your preference on how you receive notifications about activity in your courses, including assignment due dates and new postings.

Course Website

Each course website is where you will receive information, access content and connect with other students and the course instructors. Since you are responsible for all course announcements, assignments, activities and

electronically distributed materials, we recommend you visit your course website(s) at least two or three times a week.

We suggest you review and set notifications to assist you with the management of your course.

Start Here

Begin at the 'Start Here' link on the menu bar. The information in this section will show you how to navigate the course website and use some of the many features on the site. Take some time on your first day and explore the various components of the website.

Here is an overview of the various course website components. Online help with the features of your course can also be found on your course homepage Help link.

Course Home

The Home page broadcasts news messages to course participants. It is the first page you see each time you access your course website. The instructor will write a welcome message, post course announcements and offer class-wide guidance or reminders.

Messages are listed in date order (most recent at top). All previous messages can be viewed by clicking the "Show All News Items" button. Check for new messages each time you visit a course website.

The Course Home Page also has links to information and technical assistance.

Outline

The Outline offers course syllabus information such as: course introduction and overview, learning objectives, descriptions of activities and resources, evaluation details, contact information, instructor introduction and guest speaker information.

Open Learning and Educational Support program policies, resources, contact numbers and other student information is located in the Outline link.

Assignments

This section will list your assignments and the grading & assessment requirements.

Schedule

This section presents a timeline of the semester's work. It lists content units, learning activities, assignments, quizzes and resources. The Schedule is useful for keeping track of course requirements, due dates and planning ahead.

Units/Weeks

The Units or Weeks are the heart of the course. This is the content of your course and this section will guide you through the course. Each unit or week link provides you an overview of the unit, unit learning objectives, course content, readings, activities, discussion requirements and assignment details.

Resources

The Resources section provides you with specific course-related resources, textbook information, online library resources and additional online learning information.

Class List

The Class List option is divided into five tabs:

All: lists all staff and students in the course.

Instructors: names and email links for course instructors.

Students: student names and email links are listed in alphabetical order. You can view optional student profiles.

The names of users currently logged on are highlighted in yellow, with a green dot in the left column. *Note: the fact that a student is logged on does not necessarily mean that they are participating in this particular course.*

Teaching Assistants: names and email links for peer helpers.

Guests: names and emails for guest speakers.

Groups

To facilitate the discussions, you will be placed into a group. You will find which group you are assigned to in this link. You will also be able to see the other student members in the group.

Discussions

Discussions are online, text-based areas where you can interact with your classmates and instructors. They are where you are to share information and documents and to participate in course related discussion.

Unlike chat rooms, discussions let you participate without having to be online at the same time. You and your classmates can post messages and respond to one another's messages.

Attachments let you share files with group members. While you can attach files to email messages, the private nature of email makes it more difficult to organize group work. Discussions keep your postings and attachments conveniently organized in one place.

All attachments are scanned regularly for viruses, however, please ensure that you have up-to-date anti-virus software installed on your computer.

Discussions also allow your instructor to participate in the online conversation, monitor your group work and offer feedback. Your instructor or peer helper cannot do this if you are privately emailing each other.

Each course has specific discussion areas designed for you to participate in the course topic discussions and activities. You are required to work within a group during the course. You will be assigned to a group within 24 hours of your initial login and then be able to join the appropriate group discussions. To find out which group you are in, go to the "Group" link.

Dropbox

The Dropbox is where you submit online assignments and retrieve assignment feedback.

Quizzes

The courses have online quizzes or tests scheduled. The course schedule provides you with quiz due dates. When you select the "Quizzes" link, you will be taken to the Quiz page for your course. From here, click on the link to the quiz you want to complete.

Taking a Quiz
After you answer a question, save it by clicking "Save". (Answers can still be changed; simply make your change and click Save again.) When you are satisfied with your answers, select "Go To Submit Quiz." If you've missed any questions, a message listing the questions you haven't answered will appear, and you will be able to return to those questions if you wish. Once you have selected "Submit Quiz", your quiz will be submitted and you can- not change your answers. A message window will appear telling you that your quiz has been submitted. If you encounter any technical problems while taking a quiz contact the help desk immediately.

Technical Support
E-mail: courselink@uoguelph.ca
Phone: 519-824-4120 ext. 56939
Toll Free for Canada & USA only: 1-866-275-1478

Timed Quizzes
Some quizzes are timed. If the quiz is timed, the time remaining will be displayed within the quiz window. If you run over the allotted time, your quiz may be marked as late.

To keep the clock current, we recommend that you "Save" after each question.

Receiving Your Results
For self-test quizzes that are not graded, you will immediately be able to see your results. For graded quizzes, you can return to the quiz screen to view your results once the quiz period is over (usually Wednesday of the following week).

Multiple Quiz Attempts
Some quizzes allow a student to attempt the quiz more than once. Look for information on your quizzes on the Assignment link.

Grades

You can use the Grades option to view your unofficial grades.

Your final course grade will be posted to your Open Learning and Educational Support Student Profile approximately three weeks after the course ends.

Log into the Student Portal at https://courses.opened.uoguelph.ca/portal/logon

Surveys

At the end of your course please complete the course evaluation.

Logout

It is important that you log out in order to restrict access to course websites and keep your personal information safe from non-authorized users.

To logout of your course go to your personal menu at the top right corner and select 'logout' from the drop down menu.

Assignment Submissions and Returns

There are several methods of submitting and retrieving assignments. Please check your course website for details, then follow the appropriate instructions. Assignment instructions and grading criteria are found on the Assignment link.

Preparing Assignments

Number each page of your assignment, indicating the total number of pages on each page. Be sure to include your name on each page. Keep a back-up in case it gets lost.

Submitting Assignments

Save your assignment following the instructions for naming and saving files in the Assignment link in your course.

To upload an assignment: On the course website, click Dropbox, and follow the instructions for using the assignment submission dropbox.

To ensure that your assignment is successfully submitted, keep your filename short and make certain that your file is closed while you are uploading to the Dropbox.

When you submit to the Dropbox, your assignment is automatically date-stamped. It is then placed in an electronic folder, where your instructor can retrieve it.

Students are responsible for keeping a copy of their assignment and submitting their assignment to the correct assignment folder.

Feedback and assignments will be returned through the Dropbox.

Grading

All papers and assignments will be graded according to the regulations outlined in the University of Guelph Undergraduate Calendar. The grading system is as follows:

A+	90 - 100%	C	63 - 66%
A	85 - 89%	C -	60 - 62%
A -	80 - 84%	D+	57 - 59%
B+	77 - 79%	D	53 - 56%
B	73 - 76%	D -	50 - 52%
B -	70 - 72%	F	0 - 49%
C+	67 - 69%		

Students should pay particular attention to the definitions of the grade ranges:

80 - 100 (A) Excellent. An outstanding performance in which the student demonstrates a superior grasp of the subject matter, and an ability to go beyond the given material in

a critical and constructive manner. The student demonstrates a high degree of creative and/or logical thinking, a superior ability to organize, analyze and to integrate ideas, and a thorough familiarity with the appropriate literature and techniques.

70 - 79 (B) Good. A more than adequate performance in which the student demonstrates a thorough grasp of the subject matter, and an ability to organize and examine the material in a critical and constructive manner. The student demonstrates a good understanding of the relevant issues and a familiarity with the appropriate literature and techniques.

60 - 69 (C) Acceptable. An adequate performance in which the student demonstrates a generally adequate grasp of the subject matter and a moderate ability to examine the material in a critical and constructive manner. The student displays an adequate understanding of the relevant issues, and a general familiarity with the appropriate literature and techniques.

50 - 59 (D) Minimally Acceptable. A barely adequate performance in which the student demonstrates a familiarity with the subject matter, but whose attempts to examine the material in a critical and constructive manner is only partially successful. The student displays some understanding of the relevant issues, and some familiarity with the appropriate literature and techniques.

0 - 49 (F) Fail. An inadequate performance.

Grade Reassessment

Grade reassessment is the process of reviewing the calculation of grades, the methods and criteria used to establish final grades for a student in a course, or the misapplication of an academic regulation. The outcome of a grade reassessment may be a grade increase, a grade decrease, or no change to the grade.

Students who wish to request a grade reassessment should submit a request in writing to Marjory Gaouette, Manager of Program Development, Open Learning and Educational Support.

Academic Integrity and Academic Misconduct

Academic misconduct is behaviour that erodes the basis of mutual trust on which scholarly exchanges occur, undermines the University's exercise of its responsibility to evaluate students' academic achievement or restricts the University's ability to accomplish its learning objectives (University of Guelph Undergraduate Calendar, section 8; https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08-amisconduct.shtml). The University of Guelph is committed to upholding the highest standards of academic integrity and requires all members of the University community

to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring. Policies, procedures and penalties regarding academic misconduct apply to all participants in Open Learning and Educational Support- sponsored courses (referred to hereafter as "Open Learners"), as they do to all University students.

As an Open Learner, it is your responsibility to understand what constitutes Academic Misconduct and to abide by the University of Guelph policy on student academic misconduct, regardless of your location or program of study.

Academic misconduct is broadly understood to mean offences against the academic integrity of the learning environment. Offences include, but are not limited to:

1. Misappropriation of others' work

    - Plagiarism (i.e. misrepresenting the work of other as one's own, without appropriate use of referencing)
    - Copying another person's answers to an exam question or assignment
    - Submitting the same assignment for credit on more than one occasion without prior written permission from the instructor
    - Unauthorized cooperation or collaboration (i.e. working on individual assignments in a group and submitting collaborative work as one's own)

2. Misrepresentation and Fraud

    - Impersonation of one's self for the purposes of writing an exam or submitting an assignment
    - Submitting false, fraudulent or purchased assignments or medical documentation
    - Use of unauthorized aids or assistance in the completion of exams or assignments

Specific requirements for course work and evaluation will be described in your course outline, distributed at the first class meeting. It is your responsibility to understand and meet these requirements. Discuss any questions you have with your instructor in advance of completing assignments or exams.

Procedure for Suspected Academic Misconduct

Should an instructor in a continuing education course suspect an incident of academic misconduct, the course instructor will bring the suspected offence to the attention of the Manager, Program Development responsible for the course. The instructor and manager will investigate the offence and may interview the student, but there is no obligation to do so. If an academic misconduct offence is suspected to have been committed, the Manager, Program Development will bring the suspected offence, including all evidence and documentation to the attention of the Director, Open Learning and Educational Support. In the event that an offence of academic misconduct is

confirmed, the Director will assess an appropriate penalty, according to the University's guidelines and will inform the student.

Turnitin

Turnitin is an online tool that compares student papers to material found on the internet, journal articles and other submitted student papers. It provides a report showing similarities between student work and internet sources, allowing students and instructors to recognize—and correct—plagiarism or inappropriate use of sources.

Turnitin can be used to help students understand what plagiarism is and how to write in a proper academic fashion. It can also help faculty and instructors to see if the proper writing conventions have been followed.

In your online courses, your instructor will be using Turnitin to detect possible plagiarism or copying as part of the ongoing efforts to maintain academic integrity at the University of Guelph.

Refer to your course Outline for more information on the Turnitin tool.

Academic Consideration

The University of Guelph will consider granting Academic Consideration for courses if there are sufficient extenuating medical, psychological or compassionate reasons. Academic Consideration may take the form of an extended deadline, a deferred privilege, a late drop of a course with or without academic failure, withdrawal from a semester with or without academic failure, or permission to continue on probationary status. A deferred privilege could take the form of approval to complete a course requirement after the end of the semester.

If you require Academic Consideration before the final class day of a semester, please contact the instructor of the course by email, if possible, prior to the date on which the work is due.

If you require Academic Consideration beyond the end of the semester, please contact the [Academic Assistant to the Director](#) immediately. You will be asked to submit:

- A personal letter or email stating your request and outlining the medical, psychological or compassionate grounds for your request.
- Documentation supporting your request.
- A completed Academic Consideration Form.

Academic Consideration requests are reviewed by the Academic Review Sub-Committee of Open Learning and Educational Support and you will be sent a letter, notifying you of the outcome.

Accessibility

The University of Guelph is committed to creating a barrier-free environment. Providing services for students is a shared responsibility among students, faculty and administrators. This relationship is based on respect of individual rights, the dignity of the individual and the University community's shared commitment to open and supportive learning environment.

Continuing Education students requiring special service or accommodation, whether due to an identified, ongoing disability or a short-term disability should contact the Academic Assistant to the Director before the end of the first week of your course (every semester) in order to avoid any delays in support. Documentation from a health professional is required for all academic accommodations. Please note that all information provided will be held in confidence.

If you require course materials produced in an alternate format (e.g., DAISY, Braille, large print or eText), please the Academic Assistant to the Director at least two months prior to the course start date. If contact is not made within the suggested time frame, support may be delayed. It is recommended that you refer to the course outline before beginning your course in order to determine the required readings.

Copyright

All content within this course is copyright protected. Third party copyrighted materials (such as book chapters and articles) have either been licensed for use in this course, or have been copied under an exception or limitation in Canadian Copyright law.

The fair dealing exemption in Canada's Copyright Act permits students to reproduce short excerpts from copyright-protected materials for purposes such as research, education, private study, criticism and review, with proper attribution. Any other copying, communicating, or distribution of any content provided in this course, except as permitted by law, may be an infringement of copyright if done without proper license or the consent of the copyright owner. Examples of infringing uses of copyrighted works would include uploading materials to a commercial third party web site, or making paper or electronic reproductions of all, or a substantial part, of works such as textbooks for commercial purposes.

For more information about students' rights and obligations with respect to copyrighted works, see Fair Dealing Guidance for Students - http://www.lib.uoguelph.ca/sites/default/files/fair_dealing_guidance_for_students.pdf.

The Stuart Stocks Memorial Equine Award, Racing Industry Scholarship

The Stuart Stocks Memorial Equine Award has been created by the Stocks family in memory of their beloved brother, son and uncle, Mr. Stuart Stocks.

To be eligible to apply, you currently must be a Groom in the racing industry with a valid Groom licence for horse racing in Ontario.

The Groom who best demonstrates his/her love of horses, commitment to the horse racing industry, sincere desire to learn more about horses and shows commitment to horse welfare will be selected.

This scholarship is awarded once a year. Applications are due in November. Contact Equine Guelph at eginfo@uoguelph.ca for more information.

Bursaries

Bursaries are awarded to individuals wishing to enrol in an Open Learning and Educational Support continuing education activity and/or in an Open Learning program (courses, certificates and diplomas).

Continuing education offerings, recognized with awards for excellence, consist of specialized, career-oriented, certificates and diplomas available through face-to-face and e-learning opportunities for local, national, and international audiences.

Our Open Learning program provides worldwide and open access to award-winning degree-credit, distance education courses for professional development and personal enrichment.

Virginia L. Gray Memorial Bursary

The Virginia L. Gray Memorial Bursary recognizes the exemplary work of Virginia L. Gray in continuing and distance education, and her passion for making education accessible.

Open Learning Bursary

The Open Learning Bursary supports individuals requiring financial assistance to advance their academic and career goals through education.

Bursary Application Requirements

Apply to Open Learning and Educational Support by January 30th and July 30th for the following Fall and/or Winter and/or Summer semesters of study with a letter of application outlining financial need with pertinent supporting documentation.

Applications must be submitted to:

Open Learning Bursary Award Committee
Open Learning and Educational Support
University of Guelph
Room 160 Johnston Hall
Guelph, Ontario, Canada N1G 2W1

For more information visit: http://opened.uoguelph.ca/en/students/financial-assistance.asp

You Can Help

Open Learning and Educational Support staff and friends have established and contribute annually to a bursary fund. We invite you to consider making a contribution to this fund. Any amount will be sincerely appreciated and will benefit a student in need. To donate, simply indicate the amount of your donation on your course or program registration form. A donation receipt will be issued for your contribution.

For more information, contact Open Learning and Educational Support at 519-767-5000 or send an email to info@opened.uoguelph.ca.

Obtaining your Certificate or Diploma

Once you have completed your course of study you will apply for your certificate or diploma.

If you are completing more than one certificate or diploma, please note that there are restrictions to counting courses. At least 50% of the courses in your second certificate or diploma must not be used to achieve the first program of study. Contact Open Learning and Educational Support if you have questions regarding your course of study.

Students achieving a cumulative average of

- 80% or higher will receive a Parchment with Distinction.
- 70 to 79% will receive a Parchment with Honours.
- 50 to 70% will receive a Parchment.

Certificate and Diploma requirements are outlined on our program website, www.EquineStudiesOnline.ca.

Applying for the Certificate

To receive your Certificate or Diploma, send a completed certificate request form to Open Learning and Educational Support

The form can be found at the Student Portal
https://courses.opened.uoguelph.ca/portal/logon

You can expect to receive your certificate and transcript (if ordered) eight to ten weeks after the semester ends.

Contact:

Open Learning and Educational Support
University of Guelph
Room 160 Johnston Hall
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Getting In Touch With Us

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Course Materials

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Our Program Website

www.EquineStudiesOnline.ca

Equine Online Course Login Page

http://equineportal.OpenEd.uoguelph.ca

Open Learning and Educational Support Student Portal

https://courses.opened.uoguelph.ca/portal/logon