

THFM-2101-003 & THFM-2101L-072 (6 credit hours)

**ACTING THEORY AND PRACTICE: COVID-19 EDITION**

Fall/Winter 2020-2021

Lecture: T/TH1:30-2:20 PM live online

Lab: T/TH 2:30-3:45 PM live online

ZOOM Platform

Start Date: September 8

Instructor: Claire Borody

Office: Digital Dimension

Phone: 204-786-9385

Digital Office Hours: TH 12:30-1:30 by appointment

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**COURSE DESCRIPTION**

The course will focus on providing students with a theoretical (and when possible) practical knowledge of select movements of contemporary acting and actor training. The course will also focus on the development of student competence in the practical application of concepts and principles from a range of theatrical/performance styles beyond Psychological Realism.

The focus of the fall term (online) will be the study of composing performance in time and space and developing a vocabulary to critically analyze emerging stage work (Anne Bogart, Liz Lerman et al). The term will also focus on the mechanics of constructing character detail (Constantin Stanislavki, Michael Chekhov, Yoshi Oida et al).

In the winter term, students will engage in performance construction. A variety of performance styles and aesthetic sensibilities – of both historic and contemporary nature – will be explored in a practical context. TBA: The specifics of the winter term content will be determined when the nature of the platform – live or online – is decided.

The course will consist of lectures, discussions, demonstrations, student presentations and performance construction activities.

The description of content and listing of assignments is provided as a survey of intended curriculum but – due to the unprecedented nature of proceedings this year – is subject to change.

NOTE; The class runs live and – due to privacy laws – will not be recorded. Attendance will be strictly noted. The course will not be divided into lecture and lab sections in the fall term except on days when Theorist/Practitioner Presentations take place.

Course Delivery; The class runs live stream via ZOOM and – due to privacy laws – will not be recorded. Attendance will be strictly noted. See attendance policy information for further protocol. The course will not be divided into lecture and lab sections in the fall term except on days when Theorist/Practitioner Presentations take place.

Correspondence: All correspondence will take place via email. Email will be checked once a day and addressed within 24 hours of reception if possible. Nexus email will not be enabled. Students are responsible for checking their UWinnipeg email regularly to ensure that they are receiving all current information from the instructor and the university.

NOTE: If it is necessary to cancel a class, students will be notified as soon as possible via email.

**TEXTS****Required:**

*Twentieth Century Acting Training*. Second Edition. Hodge, Alison (Ed.).

Purchase either the digital or hard copy version from either [Amazon.ca](https://www.amazon.ca) OR directly from the Routledge/Taylor & Francis Group website at [www.routledge.com](http://www.routledge.com). You will get the best price at this location. The book is also available from other sources.

The UW bookstore has at least six used copies for sale. Contact bookstore personnel at [universityofwinnipeg@bkstr.com](mailto:universityofwinnipeg@bkstr.com) OR 204.258-2909.

Students will also be required to purchase a course-pack from the instructor. A hard copy of this course-pack will be sent out to students via snail mail. Addresses will be collected the first week of class. The course pack will cost approximately \$10.00. Payment for the course-pack will be deferred to the winter term.

**Suggested:**

*Anne Bogart Viewpoints*. Bigelow, Michael and Joel A. Smith (Eds.).  
*The Body Speaks*. Marshall, Lorna.

**Assumed:**

*A Practical Handbook for the Actor*. Bruder et al. If you did not use this text last year you will need to borrow a copy from someone within the first couple of weeks of class.

**Reference:**

If online instruction continues through the winter, purchase of scripts will be necessary in December.

**PRODUCTION REQUIREMENT**

In pre-COVID-19 circumstances, students would be required to assist in a production capacity on one of the major departmental shows. Due to the online delivery of THFM-2101 Acting Theory and Practice as well as the nature of the productions in 2020-21, the ATAP Production Requirement is waived for the 2020-21 year, but volunteering is still encouraged! Contact the Melinda at the Department office, [m.tallin@uwinnipeg.ca](mailto:m.tallin@uwinnipeg.ca), if you're interested in volunteering.

**MARK BREAKDOWN**

Lab (Practice)

<i>Time and Space</i> Assignment .....	10%
Group Monologue Assignment .....	10%
Performance One .....	20%
Performance Two .....	20%
Class Participation and Protocol*** .....	10%

\*\*\*Evaluation for Participation and Protocol will be based on evidence of: the student’s preparation for class discussion, the quality of their verbal and written contribution to class discussion and the consistency of this contribution. A detailed outline of expectations will be sent to students on the first day of class.

Lecture (Theory)

Theorist/Practitioner Presentation .....	10%
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The presentation is to be organized within one fifty-minute time slot. Each presentation will cover a significant theatre maker in the field of 20<sup>th</sup> and 21<sup>st</sup> century acting theory and/or applied theory. Students are required to attend a scheduled meeting with the instructor prior to their presentation.

**NOTE:** Depending on enrolment, this will either be a small group undertaking or the responsibility of a single student. TBA. If numbers allow group work, students failing to participate adequately in both preparation and presentation of the group project will be required to write an additional essay. Peer evaluation will serve as the determining factor for such a need.

Annotated Style File .....	10%
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Process Essay .....	10%
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<b>TOTAL</b>	<b><u>100%</u></b>
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**ASSIGNMENT AND PERFORMANCE DEADLINES**

<i>Viewpoints</i> Assignment .....	Tuesday, October 20, 2020
Monologue Project .....	Tuesday, December 1, 2020
Performance One .....	Tuesday, February 9, 2021
Essay .....	Tuesday, April 6, 2021
Performance Two .....	TBA Either April 8 or April 13, 2021

Theorist/Practitioner Presentations will be scheduled for the Tuesday lecture section (1:30 PM) in the Fall and Thursday in the Winter Term. Fall Term presentations will begin on Tuesday, October 20, 2020. Winter Term presentations will be begin on Thursday, January 14, 2021. Students will select theorist in early September. Copies of notes and Power Point Presentations are to be emailed to the instructor following the date of the presentation.

The Process Essay is to be emailed to the instructor if online instruction continues into the winter term OR handed in as a hard copy if the class moves to a live platform in the winter term.

### **LATE ASSIGNMENTS**

Process essays **will NOT be accepted after the due date of April 6, 2021**. An extended deadline for the process essay MAY be considered if this is negotiated well in advance of the original deadline.

### **REHEARSAL REQUIREMENTS**

Students will be required to work in groups of varying sizes and must be able to arrange rehearsals and meetings outside of class time. This year that will need to occur via a digital platform such as Zoom. This may change in the winter term.

The expectation is that a **MINIMUM of 4-6 hours per week** should be spent on performance projects when those are assigned. Students will be required to submit an annotated listing of out-of-class rehearsal sessions. A file of printed booking sheets to accompany this will be required in the winter term if the course returns to a 'live' format.

During the year, any student who repeatedly misses rehearsals, comes late, or fails to rehearse adequately **will be asked to withdraw from the course**. The above provision is in place to protect the educational interests of scene partners and other classmates.

### **PROTOCOL**

For both live and online classes:

Developing knowledge and skill in the craft of acting requires participation and commitment. **Therefore, regular attendance and punctuality are necessary**. Students are required to be in attendance and ready to work by the posted class start time. **Students late to join the class will be noted and in the case of live classes may be denied entry**.

The professor and students are responsible for developing a creative, supportive, and protective atmosphere in class in order to best serve the work. Students must accept artistic individualities and help their colleagues with constructive criticism. The unity, creativity, and health of the class is placed above any antagonism, personal or artistic differences, temperaments, and idiosyncrasies.

For further attendance protocol, please see #7B Attendance and Lateness Policy for Second Through Fourth Year Classes (later in the course outline). Excused absences will require a doctor's note.

In the case of live classes: The lab class is very physical in nature and therefore students are asked to wear comfortable clothing that does not restrict movement. Please observe the following guidelines: no street shoes, no hats, no jewelry AND no gum.

With the exception of water, no food and beverages will be allowed in class.

Students are required to keep the room clean and put away all props/rehearsal items used.

In the case of online classes: There is an expectation that you have some room to move during the class and are wearing comfortable clothing. The no hat and no gum rules are to be retained. Please do not eat during the class. This is distracting.

**TENTATIVE TIME LINE (will change according to need)**

**September**

Establishing On-line protocol and progress and start point  
Review *Practical Aesthetics* and/or TEAM  
Time and Space exploration – Anne Bogart et al  
Theory: Viewpoints  
Workshops – TBA

**October**

Time and Space Performance  
Theory: The Stanislavski System

**Fall Mid-Term Reading Week: October 11-17 (2020)**

Group Monologue construction begins  
Theorist/Practitioner Presentations begin  
Workshops – TBA

**November**

Theory: The Stanislavski System and Michael Chekhov  
Theorist/Practitioners Presentations  
Group Monologue construction  
Group Monologue performance  
Workshops - TBA

**January**

Theorist/Practitioner Presentations  
Performance One - construction and rehearsal  
Workshops - TBA

**February**

Performance One construction  
Performance One Evaluation  
Performance Two - construction begins  
Workshops – TBA

**VW Date: Tuesday, February 23, 2021**

**Winter Mid-Term Reading Week: February 14 – 20 (2021)**

**March**

Performance Two - construction  
Workshops - TBA

**April**

Process Essays DUE  
Performance Two Evaluation  
TBA – Performance Work

**The final class for ATAP is Tuesday, April 6, 2021.**

### **ATTENDANCE AND LATENESS for 2nd- through 4th-year Performance classes**

Given that this is a practical studio course, extensive participation and professionalism are required. As a result, punctuality and attendance at on-line and in-person classes and at out-of-class rehearsals are of the utmost importance. Although the on-line component of the course may allow for some flexibility where unexpected issues come into play, normally the following will apply:

- **Attendance and punctuality will be recorded at the beginning of every class.**
- Unexcused absences from lectures, labs, or rehearsals will be penalized at a rate of 2% per instance.
- Unexcused lateness for lectures, labs, or rehearsals will be penalized at a rate of 1% per instance.
- After a **THIRD** late or absence, the instructor will schedule a meeting with the student to discuss withdrawal from the course.
- After a **FIFTH** unexcused absence the student will be required to meet with the Chair of the department to discuss withdrawal from the course.
- In performance courses in which casts rehearse a show, unexcused lateness and absence will not be tolerated and may result in the recasting of your role after **ONE** incident.
- Excused absences or lates require a medical note or prior arrangement with the instructor. It is at the instructor's discretion whether or not to excuse a non-medical absence.
- After **FIVE** excused absences the student will be required to meet with the Instructor to discuss whether it is realistic for him/her to continue in the course.

Given the rigorous, practical nature of studio courses, and the demands these courses make in terms of attendance and punctuality, students with chronic medical conditions that require extensive absence should meet with the instructor at the beginning of the term to discuss whether the course is appropriate for them.

### **NOTES FOR PERFORMANCE COURSES**

- Senior acting students scheduled to perform in a departmental public exercise will be expected to attend rehearsals, either online or in person depending on the Instructor's schedule. Rehearsals for final presentations and public exercises are scheduled well in advance; students must arrange their university and work schedules so as not to conflict with them. Students must attend **ALL** scheduled rehearsals.
- Any student who repeatedly misses rehearsals, arrives late, or fails to rehearse adequately will be asked to withdraw from the course (see Attendance note, above).
- As many of our classes are physical in nature, students are asked to wear comfortable clothing. **Even while working on-line, there will be physical work required. Ideally the student will have space to move while on-line and be dressed to move.** If there are limitations due to the student's remote environment, adjustments should be made with the instructor in advance.

- No eating, chewing gum, or wearing a mask during on-line work.
- In a presentation environment, student actors, like professionals, are expected to provide their own basic makeup supplies where required. **ABSOLUTELY NO SHARING OF MAKEUP** will be allowed due to the potential health risks.
- Senior acting students scheduled to perform in a departmental public exercise are asked not to modify their hair colour or style without first checking with the instructor/director.
- When attending classes, rehearsals or labs in the Theatre building, outdoor footwear **must be removed** before entering **ANY** of the Studios: **0T09** (Concourse Studio), **0T19** (Mime Lab), **1T15** (Theatre), **2T05** (2nd Floor Studio), **2T15** (Movement Studio). We suggest you bring suitable dance shoes or slippers to wear if working in one of these spaces. Your professors will monitor and enforce this regulation in order to preserve the integrity of the special flooring in these rooms. Please respect this rule.
- Students attending rehearsals or labs in the Theatre building are **not allowed** bring props, costumes, or furnishings to support in-person scene presentations for health and hygiene reasons.
- Students attending rehearsals or labs in the Theatre building **MUST NOT move existing furnishings from their current locations.**

### **STUDENT PARTICIPATION POLICY & COURSE CONTENT NOTE**

Theatre is a communal art form in which a number of interdependent artists and crafts people co-operate to create a work of art. This fact is necessarily transferred to the learning situation, and is reflected in many of the Department's courses. Consequently, it is the Department's policy that students are required to: complete homework such as reading, line-learning, script analysis, prop lists, design drawings, etc.; attend classes; attend rehearsals both within and outside of class times; and, in short, to exhibit commitment towards the inevitably shared endeavours of our field of study.

Any student failing to fulfil these requirements is harmful to the progress of dedicated students and may, after due warning, be asked to withdraw from any individual Departmental course.

### **COURSE CONTENT NOTE**

Dramatic literature depicts a wide range of human actions, both elevated and base, public and private, physical and psychological, sexual and non-sexual, etc. Acting students must learn to simulate life truthfully in interaction with other students in the safety of the acting class and the rehearsal hall through exercises, discussions, and directions which address rather than avoid truthful, particularized, personalized action.

Much of an actor's work is based upon actual experiences of life which become translated into fictional circumstances. Because of this, the teaching of acting may involve encouraging the student to examine personal and even intimate areas of life to help him or her access life experiences appropriate to the demands of the work.

Performance classes often require strenuous physical activity. When in-person, classes and rehearsals may also involve physical interaction between students as part of class exercises or character development and occasional physical contact by instructors for purposes such as the demonstration of a technique or to make a posture correction. Students are responsible for wearing clothing appropriate to these activities.

Students who have concerns about dealing with the full range of actions and subject matter involved in drama are urged to discuss these concerns with their course instructor.

### **HEALTH AND ACCESSIBILITY SERVICES**

Life happens to everyone. If you are experiencing a crisis in your life, or if you have a physical or mental health issue, communicate with your Professor or Accessibility Services – let us know so we can provide support or direct you to those who can. The earlier we know, the earlier we can discuss what resources might be available. Students with documented disabilities, or temporary or chronic medical conditions requiring academic accommodations for tests/exams/presentations (e.g., private space or more time) or during lectures/labs (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 204-786-9771 or [accessibilityservices@uwinnipeg.ca](mailto:accessibilityservices@uwinnipeg.ca) to discuss appropriate options. All information about a student's disability or medical condition remains confidential. If you are registered with Accessibility Services, do not assume that Accessibility Services (AS) has informed your instructor that you have registered with them. Please see <http://www.uwinnipeg.ca/accessibility>. If you do not register with AS, you cannot be granted special consideration (e.g. extra time to write exams/tests, attendance issues because of physical or mental health conditions, etc.).

The University of Winnipeg promotes a scent-free environment. Please be respectful of the needs of your fellow classmates and your instructor by avoiding the use of scented products while attending on-campus lectures and labs. Exposure to perfumes and other **scented products (such as lotion)** can trigger serious health reactions in persons with asthma, allergies, migraines or chemical sensitivities. We are asking for your cooperation to create a scent-free environment **on campus** by students, faculty and staff.

### **"THE REAL THING" LECTURE SERIES**

During the FW terms, the Department of Theatre and Film presents a series of six lectures held on Wednesdays during the free period (12:30-13:20); in 20-21, these will be presented online (by Zoom or other platform). This series will feature speakers from a range of areas in the performing arts: technical, performance, design, management, film, directing, playwriting, etc. These speakers will specifically address issues related to "the business of the business."

The first Lecture will take place at 12:30 pm Wednesday, September 23<sup>rd</sup>, and features Yolanda Bonnell, a performer and playwright of Ojibwe and South Asian descent, from Fort William First Nation Indian Reserve in Thunder Bay, ON. Now based in Toronto, Yolanda graduated from Humber College's theatre performance program and was named one of NOW Magazine's artists to watch in Summerworks in 2016.



Further guests and dates will be confirmed in September.

Normally, attendance at **EVERY** lecture is mandatory for all Honours students in Theatre (4000-level courses, all areas), as well as students in THFM-3110-001 Screen Acting, THFM-3201 Styles in Design, and THFM-3801 Production II, and any other appropriate 3000-level course being taught in the term.

For the unusual circumstances of 2020-21, attendance is **STRONGLY RECOMMENDED** for all Honours students, 3000-level THFM majors, potential Theatre Honours/Majors and for Film Majors.

Dates and delivery method will be confirmed in September. Please see our department website in the Fall for information.

### **ORIENTATION ASSEMBLY**

Each year in September we hold an *Orientation Assembly* to welcome students to the new term; introduce our new students to faculty and other students; provide information about the department, its various activities and those of its professors; and deliver news about what's coming up. Those considering Honours are strongly recommended to attend. All others are welcome and encouraged to attend.

This September, the Assembly will likely happen via Zoom.

Date and delivery method will be confirmed in in early September.

Please see our department website for information.

### **TAFSA**

All students enrolled in at least one theatre or film class are automatically members of TAFSA, the Theatre and Film Students' Association, which plans a number of exciting activities each academic year. Activities organized by TAFSA include regular **Performance Jams, Department parties** and **Socials** as well as **DioFest** (a new play festival featuring student written and produced plays), and **24/7** (an event in which students move into our building and several plays are written, rehearsed, produced, and presented – all in a period of 24 hours!).

Please join TAFSA to find out more at their meetings, every second Monday from 12:30-13:20 pm (by Zoom or other platform in 2020-21). This is a great opportunity for students to connect with other like-minded people and a way to get involved in the department events.

## **BUILDING SECURITY**

To safeguard the health of the UWinnipeg community — and support public health efforts — during the ongoing COVID-19 situation, the UW campus is closed until further notice. All academic instruction and evaluation will continue through alternate delivery.

The Asper Centre for Theatre and Film (home to the Department of Theatre and Film) is CLOSED as per Campus policy. Access for students attending in-person labs in our building will be arranged as necessary. All studios and labs are locked 24/7.

**NOTE:** It is **MANDATORY** that anyone attending labs or rehearsals in the building carry an ID card/student card to verify they are allowed to be on campus. If a Security Guard checks and you do not have proper accreditation, **you will be evicted**.

These rules are in place to protect our students and our equipment; please respect them.

## **RECORDING ON-LINE CLASSES**

The instructor may choose to record a zoom or video class if there are online connectivity issues, absences, or to post to Nexus for later review.

If a lecture is recorded, students will be given notice (via the course outline or on a case-by-case basis) that their personal information may be captured; informed of how long the recording will be retained; and whether the recording will be used for evaluation of any kind. Students will also be given the option to turn off their cameras/microphones and use pseudonyms to remain anonymous (except where class participation is required).

Students with concerns or who wish to seek alternate arrangements may discuss the matter with the instructor.

Access to recordings will be limited to the academic staff, students, and others with a legitimate need. Recordings containing student personal information will not be posted publicly, but only on UW-approved servers.

**No student is allowed to disseminate recordings outside of the class or post recordings publicly. Access to the recordings will be limited to the instructor and the students.**

## **ELECTRONIC COURSE OUTLINE ADDENDA**

Students must check our website at <http://uwinnipeg.ca/theatre-film> and read the menu items called *Fire Safety Instructions in the Asper Centre for Theatre and Film* and *Access Card/Building Use Policy*.

Room bookings at the ACTF are suspended until at least December 31, 2020 and possibly longer. However, when we are able to allow students to book rooms again, links to *Room Booking Instructions* and electronic *Online Room Booking Form* can also be found on our department website. Please read and note all instructions carefully.

**GENERAL NOTES**

- Students can find answers to frequently ask questions related to remote learning here: <https://www.uwinnipeg.ca/covid-19/remote-learning-faq.html>.
- Students should check their UWinnipeg e-mail addresses daily as this is the most direct way instructors and the University will contact students, particularly during the current remote learning environment.
- This course outline should be considered a guideline only. Time constraints and other unforeseen factors may require that some topics be omitted or covered in less detail than indicated.
- Archival records such as videotapes, sound recordings, and photographs may be made or taken during class or lab times. The University uses such materials primarily for archival, promotional, and teaching purposes. Promotional use may include display at open houses or conferences, or use in advertising, publicity, or brochures. In reading and accepting the terms in this course outline, students acknowledge consent for such use by the University. Should a student not wish to convey such consent, they should withdraw from this course immediately.
- Unless necessary for accessing class, cellular phones should be turned off during classes and examinations. Texting is not permitted in class.
- Any student attending a test or final examination may be required to present proof of identity; photo identification is preferred.

It is the student's responsibility to retain a photocopy or computer disk copy of **ALL** assignments submitted for grading; in the event of loss or theft, a duplicate copy is required.

- When it is necessary to cancel a class due to exceptional circumstances, instructors will make every effort to inform students via uwinnipeg email (and/or using the preferred form of communication, as designated by the instructor), as well as the Departmental Assistant and Chair/Dean. ***Students are reminded that they have a responsibility to regularly check their UWinnipeg e-mail addresses to ensure timely receipt of correspondence from the university and/or their course instructors.***
- **Regulations, Policies, and Academic Integrity:** Students are encouraged to familiarize themselves with the "Regulations and Policies" found in the University Academic Calendar at: <https://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf>. Particular attention should be given to subsections **8 ("Student Discipline")**, **9 ("Senate Appeals")**, and **10 ("Grade Appeals")**.

Please note the importance of maintaining academic integrity, and the potential consequences of engaging in plagiarism, cheating, and other forms of academic misconduct. Even "unintentional" plagiarism, as described in the UW Library video tutorial "Avoiding Plagiarism" (<https://www.youtube.com/watch?v=UvFdxRU9a8g>) is a form of academic misconduct.

Similarly, uploading essays and other assignments to essay vendor or trader sites (filesharing sites that are known providers of essays for use by others who submit them to instructors as their own work) is a form of misconduct, as it involves "aiding and abetting" plagiarism. More detailed

information can be found here: Academic Misconduct Policy and Procedures: <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-procedures.pdf>.

- **Copyright and Intellectual Property.** Course materials are the property of the instructor who developed them. Examples of such materials are course outlines, assignment descriptions, lecture notes, notes on whiteboards, test questions, and presentation slides—irrespective of format. Students who upload these materials to filesharing sites, or in any other way share these materials with others outside the class without prior permission of the instructor/presenter, are in violation of copyright law and University policy.

Students must also seek prior permission of the instructor/presenter before, for example, photographing, recording, or taking screenshots of slides, presentations, lectures, and notes on the board. Students found to be in violation of an instructor's intellectual property rights could face serious consequences pursuant to the Academic Misconduct or Non-Academic Misconduct Policy; such consequences could possibly involve legal sanction under the Copyright Policy ([https://copyright.uwinnipeg.ca/docs/copyright\\_policy\\_2017.pdf](https://copyright.uwinnipeg.ca/docs/copyright_policy_2017.pdf)).

- **Research Ethics.** Students conducting research interviews, focus groups, surveys, or any other method of collecting data from any person, including a family member, must obtain research ethics approval before commencing data collection. Exceptions are research activities done in class as a learning exercise. For submission requirements and deadlines, see <http://www.uwinnipeg.ca/research/human-ethics.html>.
- **Privacy.** Students should be familiar with their rights in relation to the collecting of personal data by the University (<https://www.uwinnipeg.ca/privacy/admissions-privacy-notice.html>), especially if Zoom is being used for remote teaching (<https://www.uwinnipeg.ca/privacy/zoom-privacy-notice.html>) and testing/proctoring (<https://www.uwinnipeg.ca/privacy/zoom-test-and-exam-proctoring.html>).
- **Respectful Learning Environment.** All students, faculty and staff have the right to participate, learn and work in an environment that is free of harassment and discrimination. Students are expected to conduct themselves in a respectful manner on campus and in the learning environment irrespective of platform being used.

Behaviour, communication, or acts that are inconsistent with a number of UW policies (e.g., *Respectful Working and Learning Environment Policy* at <https://www.uwinnipeg.ca/respect/respect-policy.html>; *Acceptable Use of Information Technology Policy* at <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/acceptable-use-of-information-technology-policy.pdf>) could be considered “non-academic” misconduct.

More detailed information can be found here:

*Non-Academic Misconduct Policy and Procedures:* <https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf>  
And <https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-procedures.pdf>.

- Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide

opportunity for students to make up work examinations without penalty. A list of religious holidays can be found at <http://uwinnipeg.ca/academics/calendar/docs/important-notes.pdf>

### **VOLUNTARY WITHDRAWAL DATES**

The voluntary withdrawal dates for each term, without academic penalty, are:

- **FALL TERM COURSES:** November 17, 2020 for Fall courses which begin in September 2020 and end in December 2020;
- **FALL/WINTER TERM COURSES:** February 23, 2021 for Fall/Winter courses which begin in September 2020 and end in April 2021;
- **WINTER TERM COURSES:** March 16, 2021 for Winter courses which begin in January 2021 and end in April 2021.

Students are encouraged to speak to the Instructor before withdrawing to explore other options.

**Please note that withdrawing before the VW date does not necessarily result in a fee refund.**