

Frequently asked questions and other information about special permissions for mathematics courses  
GENERAL NOTES

Registration revision deadline for Summer 2016 is May 4th for May-June day classes, May 6th for May-August evening classes, and July 6th for July-August day classes. No departmental permission requests will be considered after this date.

If you want to take Math 2030, you must complete Math 1240 first. If you want take Math 2090, you must attain Math 1220 (C) or Math 1300 (B) first. Math 1240 and Math 1300 are offered in the first half of the summer, while Math 2030 and Math 2090 are offered in the second half of the summer, so you can complete the courses in the sequence. There will be no special approvals for Math 2030 or Math 2090 in case your grade in the corresponding prerequisite course is insufficient. Math 1200 is not a replacement of Math 1240.

Math 1240 requirement in Math 2080 will NOT be waived starting with Fall 2016.

Please read the information below as there is a good chance your question is answered there. For 3rd-4th year math courses, you may have to see the instructor first, see Q7 and Q6. If you believe that you can be given the permission, you need to do the following steps:

- Fill Section A of the departmental permission form (last page of this document), one course per form.
- One of the following (only the last option is available before July 1st):
  - Bring the form to the Associate Head (Undergraduate) for a signature during office hours (see <http://prymak.net/> for the schedule).
  - Leave the form for the Associate Head (Undergraduate) at the Math Department office MH420 (an explanation why do you believe the permission can be granted should be included with the form or emailed to [Math\\_Undergrad@umanitoba.ca](mailto:Math_Undergrad@umanitoba.ca) ).
  - Email to [Math\\_Undergrad@umanitoba.ca](mailto:Math_Undergrad@umanitoba.ca) a good quality scan or electronic version of your filled form preferably in PDF format and explain reasons for your request.
- When you get your signed form back, bring it to your Faculty office for processing.

## FAQ

1. **What can I do to satisfy the PRE-CALCULUS prerequisite?** See the detailed information on the one but last page of this document.
2. **Can I get into a full section of a 1st or 2nd year math course?** NO special permission is given for full sections of 1st and 2nd year math courses. Note that some courses are available through Distance Education.
3. **Can I get permission to re-take a course?** This is done by the Faculty of Science, MH239. (If you are in a different Faculty, contact that office.)
4. **Can I get a prerequisite waiver if I completed Math 1210, but the course requires Math 1300?** Yes, if your mark in Math 1210 is at least B. An exception is possible if you have good marks in other math courses.
5. **I want to take MATH 2080, but I need MATH 1240, what can be done?** If you are in a program where MATH 2080 is required, you will need to see the Associate Head (Undergraduate) to discuss your options. Otherwise, in particular, if you are in a Science General program, it is strongly recommended to choose other 2000-level mathematics courses as MATH 2080 is very challenging. See p. 8 of general information about new mathematics curriculum [http://www.math.umanitoba.ca/undergrad\\_info/new-math-curriculum.pdf](http://www.math.umanitoba.ca/undergrad_info/new-math-curriculum.pdf)
6. **I am an EE student who wants to take Math 3340 or Math 3460 as technical elective. Can I get a permission?** Possibly yes. Note that these are new courses that are taught more rigorously than the former

Math 3700 and Math 3810. It would not be recommended to attempt these new courses if your marks in other mathematics courses are low. If you are interested, prepare the departmental permission forms and attach your Aurora transcript with math courses highlighted (you must have completed MATH 3132).

7. **I don't have a necessary prerequisite for a 3rd-4th year math course, can I get a waiver?** Possibly yes, but you should ask the instructor of the course first (no need to see the instructor if this is about Q4 or Q6). Please be ready to justify why you think you would be able to complete the course without the prerequisite. If the instructor agrees, get their signature as instructor on the departmental permission form, and then contact the Associate Head (Undergraduate) as described above. Alternatively, the instructor can email the Associate Head (Undergraduate) directly.
8. **I am an engineering student and want to register in Math 1710, but the corequisite Phys 1050 is full. Can anything be done?** In general, we will waive the Phys1050 corequisite requirement and allow to register in Math 1710 (with understanding that eventually you will have to complete Phys1050). Fill the departmental permission form for Math 1710.
9. **I want to take Math 2720, but I am not in the actuarial mathematics program, what can be done?** Your program does not require Math 2720 anymore, it may require Math 2150 instead. If you are in a Science General program, there are other 2000-level mathematics courses you can take, see p. 8 of general information about new mathematics curriculum [http://www.math.umanitoba.ca/undergrad\\_info/new-math-curriculum.pdf](http://www.math.umanitoba.ca/undergrad_info/new-math-curriculum.pdf)
10. **There is a course I took at a different university, can you give me a credit for it?** The UofM credit transfer database is available under "Transfer Credit Equivalences" at <http://aurora.umanitoba.ca/> If your institution/course is not in the database, you will have to apply for official credit transfer and evaluation of the course equivalence through the registrar's office. They will pass the course details to the department of mathematics for evaluation. We do not accept course equivalence evaluation requests directly from students.
11. **I really need to complete my degree by a certain date, but I cannot register in a specific mathematics course due to a prerequisite problem or because the class is full. Can anything be done?** No, it is your responsibility to plan your schedule, to achieve the required prerequisite grades, and to register for courses in timely manner. See Q3 regarding permissions to re-take courses. Also note that some popular mathematics courses are offered in the Summer term or through Distance Education.
12. **Course X requires C or better in course Y, but I have D in course Y. Can you give me permission to register in course X?** In general no, see Q3 for re-take permissions. Sometimes an exception is possible, but you need to have really good grades in other mathematics courses. You can email the Associate Head (Undergraduate) with the details.
13. **Can I register in a course which has time conflict with another course?** First, you need to contact the instructors of both courses and discuss if any accommodations are possible in case you will be missing lectures/tutorials in one of the courses. If you can agree this with both instructors, you will need to get both of their signatures on a departmental permission form, and then get a signature from me (and possibly from an associate head in another department if one of the courses is not math).
14. **Can you answer a question about a Statistics course?** No, those should be referred to the Department of Statistics.
15. **Can you answer a question about an Actuarial Mathematics program?** No, those should be referred to the Warren Centre for Actuarial Studies and Research.
16. **I am in the program X, where X is not a program administered by math department (math honours/majors, applied math major). Which math courses should I take?** You need to contact the unit (department, school or faculty) that administers your program to learn which mathematics courses are required for your program. Also, the information on program requirements can usually be found in the university's academic calendar.

**How and where to satisfy the prerequisites (PRE-CALCULUS) for entering MATH 1210, MATH 1220, MATH 1230, MATH 1240, MATH 1300, MATH 1500, MATH 1510, MATH 1520.**

**Note: in general, we do not waive the PRE-CALCULUS requirement. Exceptions are extremely rare. If you do believe that you have appropriate background, please be ready to provide detailed explanations and supporting documentation. If you are currently taking pre-calculus or equivalent, please bring/email a confirmation note showing your current mark in the course and expected completion date.**

**The prerequisite for most of these courses is a grade of 60% or better in Pre-Calculus 40S (or the former Mathematics 300 or 40S) or C in MathSkills. 70% or better in Applied Math 40S is still acceptable for MATH 1300, but we do not recommend to use this if you completed your Applied Math 40S after 2009. You will get more appropriate preparation by completing Pre-Calculus 40S or MathSkills. Note that MATH 1300 and MATH 1500 are usually offered in the Summer term as well. MATH 1220, MATH 1230, MATH 1240 are mathematically challenging and are generally recommended only to students intending to enter a degree program in Mathematics or Statistics.**

**Most formal courses listed below fill up quickly, so you should act quickly.**

**(a) The “Mathematical Skills” course offered by Continuing Education**

This option will probably be the most convenient. Visit the following webpage for more information.

<http://umanitoba.ca/faculties/coned/coned/math/index.html>

**(b) Winnipeg #1 Adult Education**

They offer daytime classes in Pre-Calculus 40S from September to February. Classes are given at the Adult Education Centre, 310 Vaughan Street. Phone 947-1674 for more information.

**(c) Grant Park High School**

Lifelong Learning Program offers evening classes in Pre-Calculus 40S from mid-September to late January at Grant Park High School.

Some other school divisions in the Winnipeg area provide similar services. You can phone the division office of the school district in which you live.

**(d) University of Winnipeg Collegiate**

They offer Pre-Calculus 40S during the summer and during the regular school year. Timetable information is available on their website. Phone 786-9221 for more information.

**(e) Correspondence course (independent study)**

Pre-Calculus 40S can be taken by correspondence. Phone 1-800-465-9915 to request an information handbook that includes a registration form.

**(f) JobWorks**

Located at 1175 Pembina Hwy (453-8351) offers Pre-Calculus 40S in the summer and fall.

THE UNIVERSITY OF MANITOBA  
FACULTY OF SCIENCE  
**DEPARTMENTAL PERMISSION FORM**

**Section A:** This section to be completed by *THE STUDENT* and presented to the *INSTRUCTOR* and *DEPARTMENT HEAD* for approval. Once Section B has been completed by Instructor and Department Head, this form must be presented to *YOUR* Dean's Office **NO LATER THAN 4:30 P.M. ON THE FINAL DATE FOR REGISTRATION AND CHANGES IN THE RESPECTIVE TERMS/SESSIONS.** Consult the appropriate Academic Schedule for specific dates

**NOTE:** This is *NOT* a registration form. The *STUDENT* must register **ON LINE** for the course indicated except when the permission is for "notwithstanding the lack of space".

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
(Last Name) (First Name)

Address \_\_\_\_\_ Email address \_\_\_\_\_

Student Number: \_\_\_\_\_ Faculty: \_\_\_\_\_

Fall Term 201\_\_\_\_ Winter Term 201\_\_\_\_ Summer Term 201\_\_\_\_

CRN # \_\_\_\_\_ Course # \_\_\_\_\_ Lect Sec: \_\_\_\_\_ (One course per form please.)

CRN # \_\_\_\_\_ Course # \_\_\_\_\_ Lab Sec: \_\_\_\_\_ (if applicable)

**Section B:** This section to be completed by *INSTRUCTOR* and *DEPARTMENT HEAD* no later than the final date for registration and changes in the respective Terms. Consult the appropriate Academic Schedule for specific dates. If only one signature is needed, the instructor or the department must sign in both places.

The Department/Program of \_\_\_\_\_ authorizes registration for the above noted student in the above noted course as follows:

**PLEASE CHECK AS MANY AS APPLY**

\_\_\_\_\_ Full Cap/Space override      \_\_\_\_\_ Program Restriction      \_\_\_\_\_ College Restriction  
 \_\_\_\_\_ Prerequisite waiver      \_\_\_\_\_ Yr. Class Restriction      \_\_\_\_\_ Permission to Audit  
 \_\_\_\_\_ Pre/Co requisite Waiver      \_\_\_\_\_ Special Approval (Instructor/Dept Approval/Lab exempt)  
 \_\_\_\_\_ Section Change      FROM CRN # \_\_\_\_\_ TO CRN # \_\_\_\_\_ (ie, A04 CRN #12345)

Comments/Other \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Instructor)

\_\_\_\_\_ Date: \_\_\_\_\_  
(Department Head or Designate)

**Section C:** This section to be completed by the *DEAN/DIRECTOR'S REPRESENTATIVE* of Faculty/School of registration.

Comments: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Statement of Purpose: this personal information is being collected under the authority of the University of Manitoba Act and will be used to obtain departmental permission for a student to register in a particular course of section. It is protected by the Protection of Privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the FIPPA Coordinator's Office (204) 474-8229, c/o Archives and Special Collections, 331 Dafoe Library, University of Manitoba, R3T 2N2