

the end of the first week of summer session classes.

1. Applications. A completed application is an application for first choice faculty/program that contains all the items requested by SFU that would allow SFU to evaluate the applicant for admission. Data is sourced from Business Analysis & Assessment (BAA) within Student Services.

2. Admissions. Data is sourced from Business Analysis & Assessment (BAA) within Student Services.

3. Annualized Activity FTE (AFTE) Enrolment.

Undergraduate:

Non Co op AFTE for a course

(# of units) x (# of undergraduate students enrolled) / 30

Co op AFTE for a course

Each co op enrolment generates 0.5 AFTE per term

Total Department AFTE

The total AFTE for a department is the sum of the AFTE for the courses (co op and non co op) offered by that department.

- o The course department is based on the academic organization associated with each course in goSFU.
- o Some courses are reported under an alternate department to reflect arrangements regarding funding and/or administration of the course. These exceptions are based on information provided to IRP by the affected departments.

Notes:

Includes undergraduate student enrolment in graduate level courses.

Excludes graduate students in undergraduate courses and audit enrolments.

Co op AFTE are normally excluded for reports relating to planning, and included for all other reports.

Changes to definition:

Prior to Summer 2012, undergraduate student enrolments in graduate level courses generated 0.0 AFTE.

From Spring 2007 to Spring 2011, each co op enrolment generated 0.1 AFTE.

Prior to Spring 2007, co op enrolments generated 0.0 AFTE.

Graduate:

Non Co op AFTE

The calculation is based on the type of tuition charged for a graduate student's program.

1. Term fee programs, full fee
(# of graduate students) / 3
2. Term fee programs, continuing fee
(# of graduate students) / 6
3. Students enrolled only in a graduate certificate program
(Total units taken by graduate students) / 18
4. Unit fee programs (excluding #3 above)
(Total units taken by graduate students) / 24

10 July 2024

Graduate:**Non Co op PFTE**

The calculation is based on a student's status as full time or part time, as defined by the Ministry.

1. Full time students
(# of graduate students) / 3
2. Part time students
(# of graduate students) / 9

Total non co op graduate PFTE for a term
Sum of the full time and part time students above

Co op PFTE

Each co op enrolment generates 1/3 PFTE per term.

Ministry Full time/Part time Definition:

A full time graduate student is one who meets at least one of the following criteria:

- o Enrolled in a doctoral program
- o Enrolled in 2 or more courses in the term (undergraduate program or graduate program)
- o Enrolled in at least 1 designated full time course in the term (designated full time courses: thesis, extended essay, project, capstone, internship)

A part time graduate student is one who meets the following criteria:

- o Does not fall into the criteria for full time as defined above
- o Is not on leave

Total Department PFTE

The total PFTE for a department is the sum of the co op and non co op PFTE generated by students enrolled in academic programs offered by that department. A student registered in programs in more than one department is split between the departments.

Notes:

Excludes on leave students.

Changes to definition:

Prior to Summer 2010, there was no separation of non co op and co op PFTE. All PFTE were calculated using the formula listed above for non co op PFTE, and a co op term was treated as a regular course in the calculation.

Source: IRP – undergraduate PFTE database, graduate AFTE/PFTE database.

- 5. Undergraduate Headcount.** The unduplicated count of the number of undergraduate students who enrolled in at least one term in the fiscal year. A student pursuing a credential in more than one faculty is split between the faculties.

Source: IRP – oasis2.

- 6. Annualized Graduate Headcount.** The annualized graduate headcount is the sum of graduate students in the summer, fall and spring terms divided by three. Since headcounts are calculated this way, headcounts may be fractional. A Special student is a person who has at least a Bachelor's degree, or equivalent, and wishes to take specified courses but is not seeking a degree from SFU. A Qualifying student is a person who is working either to improve their CGPA in order to meet the minimum SFU requirement, or to make up for deficiencies in their background to satisfy the Graduate Program Committee in their area of interest. A student pursuing a credential in more than one faculty is split between the faculties. Graduate students on leave have been excluded.

Academic Information



Academic Information Report Simon Fraser University

undergraduate degree program in their first term (exchange, visiting and irregular students are excluded). The retention rate is the percentage of these students who either registered in an undergraduate degree program at SFU during year 3 (terms

22. Teaching Assistants. Teaching Assistants include graduate teaching assistants, external teaching assistants and undergraduate teaching assistants. One full time equivalent teaching assistant (1 FTE TA) is equivalent to eight contact hours of teaching assistant instruction. The FTE calculation is based on face to face instructor contact hours in ALL sections taught by TAs, not just sections at the .00 level. Contact hours delivered in directed studies courses are excluded. TA base units were derived from snapshots of MyINFO data one point in time in each term in the fiscal year and derived from standard hours entered into the system for the TA, the position entry date, and the expected end date. The department to which TA base units are allocated is determined by the department entered on the TA appointment form, which in some cases may be the Dean's Office, in which case the TA base units would be included in the Faculty total. *Source:*



across the faculties. The normalization was

- e. **FTE Support Staff in Academic Units / FTTE.** See notes for Tables 21 and 28.
- f. **CFL FTE / FTTE.** See notes for Tables 19 and 21.
- g. **Academic Expenditures / AFTE Enrolment.** See notes for Tables 3 and 29.
- h. **Original Budget / AFTE Enrolment.** See notes for Tables 3 and 30.
- i. **Normalized Budget / AFTE Enrolment.** See notes for Tables 3 and 30.
- j. **Research Grants & Contracts / FTE CFL. Contracts**