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MEMORANDUM

ATTENTION Senate **DATE** March 12, 2025
FROM Mary O'Brien,
 Chair of Senate Graduate Studies
 Committee (SGSC)
RE: Program Changes



For information:

Acting under delegated authority at its meeting of **March 4, 2025**, SGSC approved the following curriculum item, effective **Fall 2025**:

Faculty of Science

Department of Statistics and Actuarial Science

- 1) Program Change: Actuarial Science MSc

Faculty of Communication, Art and Technology

School for the Contemporary Arts

- 1) Program Change: Contemporary Arts MA

School of Interactive Arts and Technology

- 1) Program Change: Digital Media MDM



MEMO

**Faculty of
Science**

ATTENTION: Senate Graduate Studies Committee

FROM: Vance Williams, Associate Dean Graduate Studies, Faculty of Science

RE: Proposed Course Additions Fall 2025, Faculty of Science

DATE: February 4, 2025

Dear SGSC,

The following curriculum changes have been approved by the Faculty of Science and are being submitted to the Senate Graduate Studies committee for approval.

The following program changes are being proposed:
Actuarial Science MSc

~~The following new courses are being proposed:
CHEM 802, RISK 801, RISK 802, RISK 803, MRP 748~~

~~The following course changes are being proposed:
ACMA 832, ACMA 850~~

~~The following course deletions are being proposed:
ACMA 830, ACMA 831~~

Enclosed are the documents in support of these changes.

Sincerely

Vance Williams
Associate Dean Graduate Studies, Faculty of Science

MEMORANDUM

TO: Dr. Vance Williams, Chair, Faculty of Science GSC
FROM: Barbara Sanders, Actuarial Science Group Leader
Department of Statistics and Actuarial Science
DATE: February 20, 2025
SUBJECT: Changes to MSc in Actuarial Science

The Department of Statistics and Actuarial Science is proposing changes to the Master of Science program in actuarial science. These include:

- ~~1. Changing the subject “Actuarial Mathematics” to “Actuarial and Risk Sciences”, and creating the abbreviation RISK for courses in this subject.~~
- ~~2. Creating three new 3-unit courses: RISK 801, 802 and 803, to be cross-listed with undergraduate courses (RISK 411, 412, and 421, respectively).~~
- ~~3. Modifying the course number and units of ACMA 832 (currently four units) to RISK 804 (three units) and adjusting the calendar description.~~
- ~~4. Modifying the course label of ACMA 850 to RISK 850~~
5. Modifying the MSc program requirements to:
 - a. replace ACMA 830, 831, and 832 (total of 12 units) with RISK 801, 802, 803, and 804 (still a total of 12 units),
 - b. move STAT 830 from the list of required courses to the list of electives,
 - c. fix the minimum graduate course requirements to align with the recent change of STAT 848 - MSc Project from 6 units to 10 units, and
 - d. change all references in the body of the program description from ACMA to RISK.
- ~~6. Deleting ACMA 830 and 831.~~

The rationale for the first change is given on the next page.

The actuarial profession has evolved significantly since the turn of the millennium. While our core mission—quantifying and managing risk—remains unchanged, advancements in technology and methodology have expanded both the breadth and depth of the problems we tackle. In fact, modern actuarial skills are essential for understanding and managing the financial impact of emerging risks such as cyber threats and climate change.

At the same time, the rise of data science has intensified competition for the analytical talent that has traditionally pursued actuarial careers. To stay relevant and attract the next generation, we must present our field as dynamic, accessible, and forward-looking—something major actuarial organizations already emphasize.

Our current subject label, “**Actuarial Mathematics**” (ACMA) fails to reflect the breadth and modern relevance of our field. We propose renaming it “**Actuarial and Risk Sciences**” to better capture our evolving discipline. Similarly, our proposed new abbreviation **RISK** is clearer and more engaging while succinctly conveying the central focus of our field. Indeed, the word “risk” is closely associated with actuarial science in an academic context, featured in the titles of key journals (e.g., *Journal of Risk and Insurance*, *Risks*, *Geneva Papers on Risk and Insurance*) and in the name of many prominent schools/departments where actuarial science is taught (e.g., the Maurice R. Greenberg School of Risk Science at Georgia State University, the Department of Risk and Insurance at the University of Wisconsin-Madison, etc.)

Note that the proposed change does not affect the names of our existing programs (BSc Major/Honours and MSc in Actuarial Science). Rather, it creates a foundation for future growth, allowing us to introduce new courses and programs in emerging areas without fragmentation.

The rationale for the remaining changes is described in the enclosed documents. Importantly, 85% of the existing graduate content is retained and simply redistributed among the new courses. The rest of the content (~15%) is replaced with more relevant, modern topics (e.g., regression-based claims modelling and stochastic valuation of modern life insurance portfolios). These changes benefit our students and allow us to maintain this MSc program by realizing some teaching efficiencies.

All changes have been approved by the department’s Graduate Studies Committee.

Calendar Entry Change for Master of Science in Actuarial Science

Summary of change: (1) Update wording of minimum requirements to reflect previous change to 10-unit MSc project and corresponding change to minimum 20 units of graduate coursework; (2) replace ACMA 830, 831 and 832 with RISK 801, 802, 803 and 804 in the list of required courses; (3) move STAT 830 from the list of required courses to the list of electives; and (4) update all references from ACMA to RISK in the program description.

Rationale for change:

- (1) The existing minimum requirements for students with an undergraduate degree in actuarial science are 30 graduate units, while students without this background are subject to a minimum of 36 units. In either scenario, a minimum 24 units of graduate coursework and a project (originally 6 units) were required. A few years ago, when the STAT 898 - MSc Project (examined as a thesis) was updated to 10 units, the wording should have been updated, and the minimum number of graduate course units should have been dropped by 4 units (from 24 to 20) to compensate. We are making these changes now.
- (2) Our MSc program in actuarial science is very small: we have only a handful of faculty members, so we can typically take only 3-4 students a year in this program, all of whom are fully funded. Although the content of our graduate actuarial courses is important, it is inefficient to teach it to so few students at a time. To be able to continue to offer the MSc program, we propose to reorganize the syllabus in a way that benefits our students and also allows us to realize some teaching efficiencies.

Specifically, we propose replacing our three existing 4-unit graduate courses (total of 12 units) with four 3-unit graduate courses (still a total of 12 units) in the program requirements. Three of these new 3-unit graduate courses (RISK 801, 802 and 803) will be cross-listed with 400-level courses that will be required in our undergraduate major (RISK 441, 412 and 421, respectively), guaranteeing annual rotation and a decent class size once graduate and undergraduate students are combined in lectures. The fourth course (RISK 804) will cover the topics from ACMA 832 that are not suitable for cross-listing; this course will be available to graduate students only.

In the proposed shuffle, 85% of the existing graduate content is retained and simply redistributed among the new courses. The rest of the content (~15%) is replaced with more relevant, modern topics (e.g., regression-based claims modelling and stochastic valuation of modern life insurance portfolios). We stress that, through this change, the actual syllabus of the MSc program is hardly changing at all—and further, what little change is being made, is highly beneficial to students.

- (3) STAT 830 has been a required course in the actuarial science MSc program since the very beginning, mirroring the requirements of the statistics MSc program. It was never an essential to the actuarial syllabus, but a necessary addition while resources within the actuarial group were limited. Now, with 12 units of relevant actuarial graduate courses available on a regular annual rotation, the importance of STAT 830 is greatly diminished. It is still appropriate content for some of our students, but not more so than other items in the elective list.
- (4) As a result of changing the course subject from “Actuarial Mathematics” (abbreviation ACMA) to “Actuarial and Risk Sciences” (abbreviation RISK).

Effective term and year: Fall 2025

Will this change impact current students? If yes, what is the plan for current students?

The change does not affect current students: all current MSc students will have completed ACMA 830, 831 and 832 by the end of the Spring 2025 term.

Calendar Change: All deletions should be crossed out as follows: All additions should be marked in **bold font**. Do not use “to” and “from” sections.

The master of science (MSc) in actuarial science program provides advanced education and research training that prepares students for a career in industry or to continue on to PhD studies. The program offers exposure to current applied and theoretical topics generally not covered by the professional exam syllabus. Students have the opportunity to gain work experience through co-operative education.

Admission Requirements

Applicants must satisfy the University admission requirements as stated in Graduate General Regulations 1.3 in the SFU Calendar.

Program Requirements

This program consists of required courses, elective courses, and a project for a minimum of 36 units (at least ~~24~~ **20** units of course work must be at the graduate level). Undergraduate courses used to meet the program requirements, if any, will not be included in the program cumulative grade point average (CGPA). Students who have completed the undergraduate actuarial science major or honours program at SFU, or have received approval of the graduate program chair based on an equivalent program, are required to complete ~~24~~ **20** graduate course units plus ~~6~~ **10** project units for 30 units in total.

Students complete all of *

RISK 801 - Actuarial Finance (3)

RISK 802 - Advanced Models and Methods for Long-Term Insurance (3)

RISK 803 - Advanced Models for Short-Term Insurance (3)

~~ACMA 830 - Stochastic Processes for Insurance and Finance (4)~~

~~ACMA 831 - Advanced Actuarial Models (4)~~

~~ACMA 832~~ **RISK 804 - Actuarial Risk Management (43)**

~~STAT 830 - Statistical Theory I (4)~~

and one of **

~~ACMA~~ **RISK 850 - Actuarial Science: Selected Topics (4)**

STAT 830 - Statistical Theory I (4)

~~STAT 831 - Statistical Theory II (4)~~

STAT 832 - Applied Probability Models (4)
STAT 843 - Functional Data Analysis (4)
STAT 850 - Linear Models and Applications (4)
STAT 851 - Generalized Linear Models and Discrete Data Analysis (4)
STAT 852 - Modern Methods in Applied Statistics (4)
STAT 853 - Applications of Statistical Computing (4)
STAT 855 - Lifetime Data Analysis (4)
STAT 856 - Longitudinal Data Analysis (4)
STAT 857 - Space-Time Models (4)
STAT 890 - Statistics: Selected Topics (4)

and four additional graduate units,

~~Other courses may be substituted for these courses with supervisor and graduate program chair approval.~~

and a project

STAT 898 - MSc Project (10)

*** Students who have obtained equivalent course credit for RISK 801, 802 or 803 must substitute at least an equal number of graduate course units in actuarial science, statistics or related subjects, selected with supervisor and graduate program chair approval.**

**** Other courses may be substituted for these courses with supervisor and graduate program chair approval.**

All students are required to submit and successfully defend a project based on an actuarial science problem. The project is examined as a thesis and must be submitted to the library. See the Graduate General Regulations Section 1.10 and 1.11 for further information.

Program Length

Students are expected to complete the program requirements in five terms. The course work typically takes three terms, and the project, including the defence, usually takes two terms.

Academic Requirements within the Graduate General Regulations

All graduate students must satisfy the academic requirements that are specified in the Graduate General Regulations, as well as the specific requirements for the program in which they are enrolled.



MEMORANDUM

ATTENTION:	SGSC
FROM:	Arne Eigenfeldt, Chair, FCAT GSC
RE:	Items to be added to the SGSC Meeting Agenda
DATE:	February 5 th , 2025

FCAT GSC has voted on and approved the following changes at the FCAT GSC meeting that occurred on February 4th, 2025:

School for the Contemporary Arts:

- Program Change: MA in Contemporary Arts
- ~~Course Changes: CA 821-830~~

School of Interactive Arts & Technology:

Program Change: Master of Digital Media

- ~~DMED 560: Production in Team Dynamics~~
- ~~DMED 561: Pitching for Digital Media Professionals 1~~
- ~~DMED 562: Pitching for Digital Media Professionals 2~~
- ~~DMED 563: Multi Platform Media~~

Please add these items to your next meeting agenda.

Thank you,

Arne Eigenfeldt, D.M.
Associate Dean, Academic,
FCAT Chair, FCAT GSC

cc Judy Radul, Graduate Program Chair, SCA
Rachel Ralph, Graduate Program Chair, MDM

el/AE



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ATTENTION Arne Eigenfeldt, Associate Dean Academic, FCAT

FROM Judy Radul, Graduate Program Chair, Contemporary Arts

RE MA in Contemporary Arts – Program and Course changes

DATE January 30, 2025

Following a positive discussion and approval of these program changes to our MA in Contemporary Arts at our most recent School meeting of 18 October 2024, please place the following course and program changes (attached) on the agenda of the February 4th, 2025 meeting of the Faculty of Communication, Art, and Technology's Graduate Studies Committee.

The program change has been reworked since our previous submission received feedback from the Senate Graduate Studies Committee. Whereas the 2023-24 program change proposal sought to change the MA from a four-term program to a five-term program, the new program change proposal offers two options for MA students: a four-term course-based program, or a five-term program with an Extended Essay.

Program change:

MA in Contemporary Arts

~~Course changes:~~

~~CA 821, CA 822, CA 823, CA 824, CA 825, CA 826, CA 827, CA 828, CA 829, CA 830~~

Sincerely,

Judy Radul

Graduate Program Chair

School for the Contemporary Arts

Calendar Entry Change for MA in Contemporary Arts

<p>Summary of change:</p> <p>The MA in Contemporary Arts is a course-based graduate program in the School for the Contemporary Arts, as per Graduate Regulation 1.7.2d, Minimum requirements: “Successfully complete a minimum of 30 units of graduate course work. A capstone (e.g. project, examination, portfolio, extended essay) is not required but may be added to the program.”</p> <p>The proposed changes are:</p> <ol style="list-style-type: none"> 1) To make CA829 Extended Essay an optional course, to be taken only with permission of a supervising instructor; 2) To add a practice-based requirement in summer of year one ,via CA 827 (Practicum), 830 (Internship), or 877/887 (Curatorial Studies, Berlin Field School, and other eventual offerings); 3) To add an accelerated masters option to attract SCA and SFU BA students; 4) All other changes are for clarification, clean-up, wordsmithing, and streamlining the path for our students.
<p>Rationale for change:</p> <ol style="list-style-type: none"> 1) CA829 Extended Essay is a challenge for some students in the program, negatively affecting their completion time. Since ours is a course-based program wherein the capstone is not required, we propose making CA829 Extended Essay optional in order to create a pathway for students for whom a publishable article is not essential and/or who prefer a fully course-based MA program. 2) In response to student demand for more practice-based opportunities, in summer of the first year (during which students previously worked on their Extended Essay), students will now pursue one of four practice-based courses. CA 877 and CA887 are the special topics codes used for hands-on offerings such as curatorial studies, as well as the codes for our Berlin Field School. CA 827 is our Practicum course, and CA 830 is an Internship. 3) The accelerated masters will be an attractive option for upper-level SCA (and other SFU) students who are approved to enroll in graduate level special topics courses.
<p>Effective term and year:</p> <p>Fall 2025</p>
<p>Will this change impact current students? If yes, what is the plan for current students?</p> <p>No</p>

Calendar Change: All deletions should be crossed out as follows: All additions should be marked in **bold font**. Do not use “to” and “from” sections.

Contemporary Arts
MASTER OF ARTS

This master of arts (MA) degree program in contemporary arts trains students to think across the ~~media arts in~~ **with** a comparative perspective that synthesizes ~~the~~ historical and theoretical approaches of ~~art history, cinema studies, performance studies, and studies of computer-based arts.~~ **to the study of visual art and culture, cinema, performance, sound art, and digital art.**

Admission Requirements

Applicants must satisfy the University admission requirements as stated in Graduate General Regulations 1.3 in the SFU Calendar. Applicants will hold a bachelor of arts degree with at least a 3.5 grade point average (GPA) in studies of the arts, or equivalent humanities disciplines. Students with a bachelor of fine arts degree may be admitted if their studies included a substantial scholarly component.

Program Requirements

This program consists of required courses, elective courses, and ~~one~~ **an optional** extended essay, for a minimum of 35 units.

Students must complete all of

CA 821 - Research Methods in Contemporary Arts (5)
CA 822 - Research Colloquium in Contemporary Arts (5)
CA 890 - Professional Practices Seminar I (0)
CA 891 - Professional Practices Seminar II (0)

~~and a five unit graduate elective course~~

and **at least** three of

CA 823 - New Approaches in Visual Art and Culture (5)
CA 824 - New Approaches in Moving-Image Studies (5)
CA 825 - New Approaches in Digital Art Studies (5)
CA 826 - New Approaches in Performance Studies (5)
~~CA 827 - Practicum in Contemporary Arts (5) *~~
CA 828 - New Approaches to Sound and the Arts (5)
CA 829 - Extended Essay in Contemporary Arts (5) *

~~students may elect to take CA 830 in addition to the above requirements~~

~~CA 830 - Internship in Contemporary Arts (5) *~~

and an extended essay

~~CA 829 – Extended Essay in Contemporary Arts (5)~~

~~* Only one of CA 827, Practicum in Contemporary Arts, or CA 830, Internship in Contemporary Arts, may be counted toward student's program requirements.~~

and at least one of

CA 827 - Practicum in Contemporary Arts (5)

CA 830 - Internship in Contemporary Arts (5)

CA 877 - Selected Topics in Contemporary Arts (5)

CA 887 - Selected Topics in Contemporary Arts (5)

and a five-unit graduate elective **

*** The extended essay is an optional course for students wishing to further develop and polish an original argument toward publication in a journal, exhibition catalogue, or other professional venue. This course may be taken only with the permission of a supervising faculty member.**

**** The elective should be relevant to the student's research and be within the School for the Contemporary Arts, or from another department with permission of the MA Program coordinator and the course instructor. Students are also encouraged to pursue graduate courses at universities that are part of the Western Canadian Deans' Agreement.**

Accelerated Master's

SFU students accepted in the accelerated master's within the MA in Contemporary Arts may apply a maximum of 10 graduate course units, taken while completing the bachelor's degree, towards the upper division electives of the Art, Performance & Cinema Studies bachelor's program *and* the requirements of the master's degree. For more information go to:

<http://www.sfu.ca/gradstudies/apply/programs/accelerated-masters>

Program Length

Students are expected to complete the program requirements in four terms.

Other Information

Course Work

~~CA 821, Research Methods in Contemporary Arts, taken in the first term, prepares students for research across the media arts, while each elective deepens the student's knowledge of the student's research and be within the School for the Contemporary Arts, or from another department with permission of the MA Program coordinator and the faculty member teaching the course.~~

The graduate elective may be selected from the core courses listed above. The following are suggestions for the elective course might also be of interest:

CA 811 - Interdisciplinary Graduate Seminar I (5)
~~CA 812 - Interdisciplinary Graduate Seminar II (5)~~
~~CA 877 - Selected Topics in Contemporary Arts (5)~~
~~CA 889 - Directed Study in Contemporary Arts (5)~~
CMNS 855 - Selected Topics in Communication Studies (5)
CMNS 857 - Selected Topics in Communication Studies (5)
CMNS 858 - Selected Topics in Communication Studies (5)
~~ENGL 811 - Studies in Theory II (4)~~
~~ENGL 820 - Studies in Print Culture Theory (4)~~
~~ENGL 821 - Studies in Manuscript, Print and Media Culture (4)~~
GSWS 823 - Feminist Cultural Criticism (5)
HUM 802 - Themes in the Humanities (5)
HUM 805 - Special Topics (5)
IAT 811 - Computational Poetics (3)
SA 875 - Ethnographic Methodology: Social/Cultural Anthropology (5)

Extended Essay

~~For the extended essay, students research in depth a topic in comparative media arts and develop and polish an original argument. CA 822, Research Colloquium, taken in the fourth term, supervises the preparation of the extended essay for publication, and prepares students in research presentation and other aspects of professional development. The program concludes with a public symposium in which students present their research. The extended essay is examined by two readers and does not need to be deposited to the library.~~

Academic Requirements within the Graduate General Regulations

All graduate students must satisfy the academic requirements that are specified in the Graduate General Regulations, as well as the specific requirements for the program in which they are enrolled.



MEMO

Date:	02/21/2025
To:	Senate Committee on Graduate Studies FCAT Associate Dean, Academic and GSC Chair, Arne Eigenfeldt
From:	Ted Gervan, Managing Director – Centre for Digital Media - Master of Digital Media Rachel Ralph – Faculty and GSC Chair – Master of Digital Media
Subject:	Calendar Entry Change: New Courses DMED 560, 561, 562, 563

Dear Senate Committee on Graduate Studies,

Please facilitate the following request for a calendar entry change with new courses that will make up the Master of Digital Media Technical Communication Bundle which is now ready for review by FCAT and the Senate Graduate Studies Committee.

- ~~DMED 560: Production Team Dynamics~~
- ~~DMED 561: Pitching for Digital Media Professionals 1~~
- ~~DMED 562: Pitching for Digital Media Professionals 2~~
- ~~DMED 563: Multi Platform Media~~

Please place these proposals on the agenda for the upcoming meeting of the Faculty of Communication, Art, and Technology’s Graduate Studies Committee.

Thank you so much in advance.

Dr. Rachel Ralph (she/her)
Faculty (GSC Chair)

=====

CDM | CENTRE FOR DIGITAL MEDIA
MASTER OF DIGITAL MEDIA PROGRAM
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Dr. Ted Gervan (he/him) | Managing Director, Academic and Business Operations
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CDM | CENTRE FOR DIGITAL MEDIA
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Calendar Entry Change for [Digital Media MDM]

<p>Summary of change: Clarifying under the existing admission requirements that there is an option to conditionally admit applicants that are deemed a strong fit for the graduate program, but do not meet all of the minimum requirements for admission. Under the conditional admission category, those applicants can be required to complete additional course work as per Graduate General Regulation (GGR) 1.3.9.</p>
<p>Rationale for change: Clearly identifying that conditional admission may be used for entry into the program and that additional courses may be required under the conditions. Conditional admission is an approved category of admission under GGR 1.3.9 and this change supports transparency by showing that the program uses this category of admission.</p>
<p>Effective term and year: Fall 2025</p>
<p>Will this change impact current students? If yes, what is the plan for current students? No, current students will not be impacted by the change.</p>

Calendar Change: All deletions should be crossed out as follows: All additions should be marked in **bold font**. Do not use “to” and “from” sections.

Admission Requirements

Applicants must satisfy the university admission requirements as stated in [Graduate General Regulations 1.3](#) in the SFU Calendar.

The minimum standards will be those of Simon Fraser University, as described in the [Graduate General Regulations](#), augmented by the following specific requirements.

The school aims to admit students with diverse backgrounds, across the broad areas in which our faculty have disciplinary expertise. The following admission requirements encourage such diversity while setting minimum standards for acceptance into the program.

Students will be admitted to study for the master of digital media (MDM) degree.

Applications received by the deadline are reviewed and approved by the graduate program committee.

Minimum Standard Entrance Requirements

Applicants must have completed a 4 year undergraduate degree (or equivalent) acceptable to all four Centre for Digital Media Partner Institutions in a field related to digital media, for example: Computer science, engineering, education, management, economics, communication, art, design or performing arts, art history, architecture, linguistics, psychology or philosophy.

Note: If applying from another related discipline, applicants must make the case for the relationship between the discipline in which they hold their previous degree and this program and how they would benefit from the MDM program.

Minimum cumulative GPA of 3.0 or better at a Canadian university, or equivalent, for the undergraduate degree. Minimum overall average in the B+ range (76% or higher) in 3rd and 4th year courses,

or:

- Academic standing with at least 12 units of 3rd and 4th year courses in the A range (80% or higher) in the field of study,

or:

- Applicants who hold a 4 year undergraduate degree, **but** who do not meet the requirements ~~experience~~ may be granted **conditional** admission on the recommendation of the MDM program.

In addition to academic transcripts applicants must submit:

Three reference letters from suitably qualified persons.

Letter of intent

Short formal essay

Resume

Samples of work that best demonstrate skills

Introduction video

In accordance with [Graduate General Regulation 1.3.9](#), applicants who do not fully meet minimum admission requirements, but who are otherwise deemed a strong fit for the program may be granted conditional admission. Depending on their background these applicants may be required to complete additional courses during their first year in the master's program.

Additional Admission Requirements

English Language Competence

English is the language of instruction and communication at the university. Accordingly, an applicant whose primary language is not English must demonstrate command of English sufficient to pursue graduate studies in the chosen field. Please refer to

the [Graduate General Regulations \(1.3.3 English Language Competence\)](#) for minimum language requirements and further information.

Note that the minimum English language test scores required for this program are higher than the minimum test scores accepted for entry into Graduate Studies at SFU. For details, visit the [Centre for Digital Media](#) website.

Interview

Candidates who are being considered for admission will be required to attend an interview during the latter stages of the admission process.