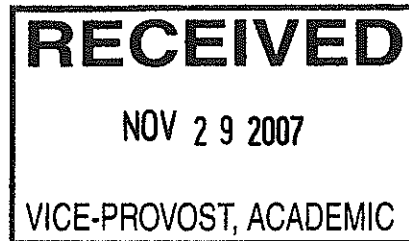




Woodsworth College
University of Toronto

November 28, 2007

Professor Edith Hillan
Vice-Provost, Academic
Simcoe Hall
27 King's College Circle
University of Toronto
Toronto, Ontario M5S 1A1



Dear Prof. Hillan:

Woodsworth College would like to request that the Honours designation be added to graduation parchments of the post degree certificate programs in Teaching English to Speakers of Other Languages (TESOL) and Human Resources Management (HRM).

Woodsworth College has been offering certificate programs for over 30 years. The TESOL and HRM programs consist of Arts and Science courses along with program-specific offerings. Both certificates are professionally oriented and are recognized by the relevant professional organizations. The content of the programs is overseen by Woodsworth College Council and its Academic Advisory Committee, and is subject to the usual academic reviews. The Certificate programs' academic calendars state: "A student graduates 'with honours' with a cumulative GPA of 3.20 or more in a certificate program." The honours designation currently appears on the student's academic transcript but has never appeared on the graduation parchment.

The recommended change to the parchment was reviewed and approved unanimously by Woodsworth College Council at its meeting on November 27, 2007. We would like to implement the parchment change effective June 2008, pending Governing Council approval. The newly designed diploma would not be awarded retroactively to students that have already graduated. There will be no financial implications of the change.

Thank you for your consideration of this matter.

Yours truly,

John W. Browne
Acting Principal
Woodsworth College

c.c. Christina Oke, Office of the Governing Council
Mae-Yu Tan, Office of the Governing Council