

**OLDS COLLEGE  
POLICIES AND PROCEDURES MANUAL**

CATEGORY: **D. Student and Academic**

SUBJECT: **WARRANTY OF COURSE COMPETENCIES**

POLICY NUMBER: **D12**

APPROVALS: New/Revision

<b>Board of Governors</b>	<b>Academic Council</b>	<b>Academic Coordinating Committee</b>	<b>Human Resources, Finance &amp; Facilities</b>	<b>Executive Committee</b>
Date: <b>97/02/27</b>	Date: <b>97/02/20</b>	Date:	Date:	Date:

**POLICY STATEMENT**

Olds College warrants education and training so that, if a graduate or an employer is unsatisfied that the graduate can demonstrate competencies in courses required for graduation in the program, the learner will not be required to pay tuition fees while in retraining.

**SPECIFIC GUIDELINES**

This guarantee is subject to the following conditions:

1. Warranty applies to all Olds College programs for which a parchment is offered and which were completed within three calendar years;
2. The notice of deficiency by the employer or the graduate must be filed within one year of graduation;
3. The employment status of the graduate can be full-time, part-time or self employed;
4. The warranty applies to general areas of competency (GACs) specified on Course Outlines of courses required for graduation;
5. Retraining applies to courses where the graduate achieved a grade of C or better and will be for one time only;
6. The learner will not be required to pay tuition costs for the retraining. All other costs will be paid by the learner or the employer.

The retraining program will be developed by the graduate, the employer and/or learner's dean, the program co-ordinator and the registrar. The retraining will be for a maximum of nine credits of course work or equivalent and must be completed in a reasonable time as determined by the retraining task team. The retraining activity will be accommodated within institutional resource and scheduling capability.

**EFFECTIVE DATE: JANUARY, 1998\***

**\* All learners who receive a parchment after this date and meet the specific guidelines of this Policy will be warranted.**

**IMPLEMENTATION AND ADMINISTRATIVE RESPONSIBILITY**

Registrar. This policy will be reviewed at least every two years.