

NON-CREDIT PROGRAMMING POLICY

This document is the parent policy for any College procedures. Questions regarding this policy are to be directed to the identified Policy Owner.

Category:	D. Student and Academic
Policy Number:	D42
Approval Date:	May 6, 2020
Effective Date:	May 6, 2020
Policy Owner:	Vice President, Academic & Associate Vice President, Students and Registrar
Objective:	<p>Olds College provides non-credit learning opportunities that are not funded by the Alberta Government ministry responsible for Advanced Education. The learning opportunities are offered on a cost recovery model that fully recovers the costs of the delivery and any associated variable indirect costs associated with their delivery. This policy covers open-enrolment courses provided to the community at large as well as corporate training provided to specific groups on a fee for contract basis.</p>
Policy:	<p>Olds College develops and delivers non-credit training to respond to the needs of its clients.</p> <p>Olds College operates its non-credit learning activities in a business-like manner, which includes processes to plan, implement, monitor, assess and make changes in the delivery of non-credit programming. Responsibility for non-credit training at Olds College is held by the Department of Continuing Education.</p> <p>While it is understood that non-credit courses and programs have varied requirements for resources outside of Continuing Education, it is the expectation that Continuing Education courses and program pricing will contribute net revenue to Olds College..</p>

Definitions:	<p>Non Credit Training - training delivered to students through open enrollment courses or corporate training activities. Training for which ALberta Advanced Education PAPRS approval has not been received.</p> <p>Net Revenue - Residual revenue after all variable expenses and fixed overhead costs have been allocated.</p>
Related Information:	
Related Procedures:	D42 Non-Credit Programming Procedure
Review Period:	<p>3 years Next Revision Date: May 2023</p>
Revision History:	<p>June 2016: New Policy May 2020: Revision</p>