



Procedure Information	
Related to Policy No:	E-1.10
Approved by:	Education Council
Approval Date:	June 9, 2015
Date of Next Review:	June 2020

EDUCATION COUNCIL PROCEDURES FOR COLLEGE CREDENTIALS POLICY

Definitions

1. Adult Graduation Diplomas are secondary school equivalency credentials offered by the College. Requirements for Adult Graduation Diplomas are governed by provincial legislation.
2. Associate Certificates are official College qualifications awarded in recognition of successful completion of programs of study which generally require a minimum of 9 credits or equivalent.
3. Associate Degrees are official College qualifications awarded in recognition of successful completion of two full years (60 credits) of university credit course work. Specific course requirements for Associate Degrees appear in the University Credit section of the calendar. Requirements for Associate Degrees are governed by provincial legislation; Education Council may define concentrations within these parameters.
4. Awards of Participation may be granted for educational pursuits which have not been reviewed by Education Council. There is no minimum period of study established and there is no formal evaluation of participants.
5. Certificates are official College qualifications awarded in recognition of successful completion of programs of study which generally require a minimum of 18 credits or equivalent.
6. Citations are official College qualifications awarded in recognition of successful completion of studies which last between six hours and five months. Citations incorporate an evaluation of the participant and, where appropriate in partnership arrangements, identify the partner. New citation credentials will no longer be created.
7. Diplomas are official College qualifications awarded for successful completion of programs which generally require a minimum of 60 credits or equivalent. A discipline specialization is met by completing 9 or more credits in a given academic discipline.
8. Letters of Successful Completion may be granted for educational pursuits which have not been reviewed by Education Council. The minimum period of study is six hours and includes a formal evaluation of participants.

9. Post or Advanced Diplomas are official College qualifications awarded for successful completion of programs which generally require a minimum of 30 credits after the completion of either a two year diploma or at least two years of full time study in appropriate course work. Previous studies must have been undertaken at an institution recognized by the College of New Caledonia.
10. Post Baccalaureate Diplomas are official College qualifications awarded for successful completion of programs which generally require a minimum of 30 credits of specialized study in a discipline following the completion of a Bachelor's degree or equivalent.
11. Program in the context of these procedures is a CNC program curriculum that has been approved by Education Council and leads to a CNC credential.

Procedures:

1. Counting credits toward credentials:
 - a. Credits earned for one credential may be used to meet some of the requirements of another credential provided a minimum of 50 percent of credits or equivalents counted for the credential are unique to the latest credential to be attained. If prior credits required by the new credential constitute more than 50 percent of credits or equivalent, electives may be substituted at the discretion of the Educational Administrator in order to achieve the minimum of 50 percent.
 - b. For programs which have been revised or renewed, courses cannot be used twice to achieve the old and new credential.
 - c. Electives used for a credential cannot be used a second time in a higher credential in the same program.
2. Students must complete a minimum of 25 percent of credits or equivalent through the College of New Caledonia or 50 percent of credits or equivalent through the College of New Caledonia if the majority of the original credits are from outside the British Columbia Transfer System to receive a credential, however, residency requirements may be set by individual departments.

Related Policy

Refer to Education Council College Credentials Policy E-1.10.

Forms

None.