

OPEN STUDIES POLICY PLAIN LANGUAGE SUMMARY

Policy Statement

What is the policy?

Open studies is a way for learners to take Bow Valley College credit courses without registering for a full program.

Open Studies lets you take individual courses at the College.

Purpose

What is the policy for?

This policy describes the purpose of Open Studies and how it will operate.

Scope and Compliance

Who does the policy affect?

This policy is for all learners who register for Open Studies. It is also for programs that offer courses through Open Studies.

All employees, learners, and contractors at Bow Valley College are responsible for knowing, understanding, and following policies and procedures.

Main Objectives

What are the goals of the policy?

1. Open Studies gives learners the opportunity to:

1.1. Explore programs and career goals before choosing a program.

1.2. Get credits in Bow Valley College courses while waiting for **admission** to a program.

Admission and being admitted to a program means being allowed to study in the program.

- 1.3. Get credits in College courses while taking upgrading or English language learning courses.
- 1.4. Access programs in the future based on Open Studies courses instead of high school courses.
- 1.5. Prepare for another institution or get credits for another institution.
- 1.6. Improve poor academic performance and eventually return to a program.
- 1.7. Develop skills and knowledge without completing a full program.
2. Open Studies gives the College the opportunity to:
 - 2.1. Meet the goal of **life-long learning**.
 - 2.2. Attract learners to the College by making it possible to take courses, explore programs, and experience the College environment.
 - 2.3. Increase the cost-effectiveness of programs by filling empty spaces.
 - 2.4. Meet the College goal for increasing **access**. Open Studies gives another way for learners to be admitted to College programs.
3. There is easy access to Open Studies. There is a simple admission process. Requirements stay the same.
4. Open Studies learners have access to courses after learners who are registered in a program.
5. Open Studies learners have access to regular college services, including financial support (money to study).
6. There are standards for Open Studies. These standards maintain the purpose of Open Studies.

The College wants to encourage people to **learn all their lives**.

The College wants more people to have **access** to College programs.