



UACE – Upgrading for Academic and Career Entry

College Preparation and Upgrading

Effective Term & Year: Fall 2022

Program Outline Review Date: 2027-03-01

Program Area: Upgrading for Academic and Career Entry

Description:

The Upgrading for Academic and Career Entry (UACE) program supports students in meeting a variety of educational goals. Through the Upgrading for Academic and Career Entry program courses, students complete high school course curriculum requirements and develop effective academic study skills such as academic reading, writing, note-taking, mathematical competencies, and scientific inquiry skills, necessary for success in post-secondary courses and programs.

Upgrading for Academic and Career Entry courses help students to meet one or more of the following objectives:

- complete pre-requisite course(s) as part of a pathway for specific programs at the postsecondary level;
- upgrade high school marks enabling application to a postsecondary program;
- complete a high school graduation education;
- upgrade skills for employment;
- improve literacy skills; and
- improve upon personal and life-skills.

Prospective UACE students meet with an education advisor or the UACE Program Coordinator for an intake discussion prior to registering for any courses. The purpose of the discussion is to help the student articulate his or her educational goals, and to determine at what course level the student should begin. Students may be given an informal placement test before being registered. Students may register in individual courses to suit any personal or employment-related goals, which need not necessarily include further post-secondary education. This program is designed for both part-time and full-time students.

Program Information:

An upgrading pathway can be considered for several programs at the College of the Rockies and is specific to each program. Students who wish to apply for a specific post-secondary program, but do not meet the normal entrance requirement for the program, may still be eligible to apply. Students are advised to meet with an education advisor or the UACE Program Coordinator for an assessment process to determine which adult upgrading courses will be required in their program pathway.

Credentials Granted:

British Columbia Adult Graduation Diploma

General Requirements:

UACE courses are delivered in a directed studies format and in a semester delivery format. UACE courses are offered at all College of the Rockies regional campuses, however not all courses will be available at all campuses. (Contact regional campuses directly for more information on specific course offerings).

Directed Studies:

The directed studies method of delivery is a continuous intake model with personalized instruction supported by subject qualified faculty during scheduled hours in the classroom. The directed studies delivered courses have various start and end dates and the amount of time for course completion varies depending on the level of the course.

Semester (Face-to-Face on Campus):

Semester delivery includes face-to-face instruction in scheduled classes and follows the university studies academic calendar with specified start and end dates.

Progression Requirements:

Students enrolled in courses that are delivered in the directed studies format must successfully complete a course within the allotted time. Students who require more time to complete will meet with the UACE Program Coordinator or instructor to revise their learning plan prior to re-registering for the same course. Students who are not successful after the second attempt will meet with the department head to discuss further options.

Delivery Methods: Directed Studies, On-Campus (Face-to-Face)

Admission Requirements:

None

Non-Academic Admission Requirements:

Minimum age of 18 years.

Program Completion Requirements:

None

Flexible Assessment: Yes

In some cases students may be able to apply for recognition of prior learning outside the classroom. This flexible assessment process provides equivalent course credit. It is a rigorous process that may include external evaluation, worksite assessment, demonstration, standardized test, self-assessment, interview, products/portfolio, and challenge exam, or other measures as appropriate. Tuition fees apply. Contact an education advisor for more information.

Program Transfer Credit:

For information about block transfer agreements between programs in British Columbia, Alberta, and elsewhere, please visit <http://www.cotr.bc.ca/transfer>.

To minimize transfer issues, check with an academic advisor at the institution that will receive the transfer credits.

Academic Policies:

College of the Rockies policies related to courses can be found at <https://cotr.bc.ca/about-us/college-policies/> and include the following:

- Policy 2.4.3 Students with Documented Disabilities
- Policy 2.4.4 Student Conduct (plagiarism, other cheating, behavioral misconduct)
- Policy 2.5.8 Academic Performance

- Policy 2.5.3 Grade Appeal
 - Policy 2.4.9 Student Concerns Re Faculty
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Program Changes:

Information contained in this program outline is correct at the time of publication. Courses and course content may be revised from time to time based on changing educational, employment and marketing needs. The timetable may also be revised.

Course Descriptions: Refer to Course Outlines – <https://outlines.cotr.bc.ca/course/>