



UACE – Upgrading for Academic and Career Entry

College Preparation and Upgrading

Effective Term & Year: Fall 2024

Program Outline Review Date: 2029-03-01

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 post-secondary level;
- upgrade secondary school grades to meet admission requirements to a post-secondary program;
- complete courses required for either BC Certificate of Graduation or “Dogwood Diploma” or the BC Adult Graduation Diploma (Adult Dogwood);
- 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:

Courses as Part of a Pathway for a Post-Secondary Program

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:

Pre-requisite Courses offered in the Upgrading for Academic and Career Entry Program:

Students who are not able to enter the 090 level English courses and 080 level Math courses are able to prepare for these courses through the ABE pre-requisite courses at the Grade 10 and Grade 11 level. (See course descriptions for a complete description of each course).

*Post-secondary upgrading courses are described as Provincial Level, Advanced Level, Intermediate Level and Fundamental Level.

- Provincial Level courses are equivalent to grade 12 courses in BC high schools and are listed as 090 level courses at the College of Rockies.
- Advanced Level courses are equivalent to grade 11 courses in BC high schools and are listed as 080 level courses at the College of the Rockies.
- Intermediate Level courses are equivalent to grade 10 courses in BC high schools and are listed as 070 level courses at the College of the Rockies.
- Fundamental Level courses are offered from Level 1 to 6 and equate to learning outcomes below the grade 9 level courses at BC schools and are listed as 010 to 069 courses at the College of the Rockies.

PROGRAM DELIVERY:

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:

18 years of age or older within the calendar year they will be starting studies at the College (January to December), and has graduated from a British Columbia secondary school or equivalent; or will be nineteen (19) years of age or older on the first day of classes for the term and meets all program admission requirements and course requisites.

Program Completion Requirements:

None

Program Completion Requirements Notes:**BC Adult Graduation Program Requirements**

If students wish to complete the requirements for adult high school graduation, to obtain the BC Adult Graduation Diploma (Dogwood), they will meet with an education advisor or the UACE Program Coordinator to determine which courses are necessary.

Adapted from the ABE in BC 2015/2016 Articulation Handbook (page 18)

BC Post-Secondary –Qualifying Courses

- A Provincial Level English (Grade 12) or higher level post-secondary English course
- An Advanced (Grade 11) or Provincial (Grade 12) Level Math or higher level post-secondary math course

AND

- **Three** additional Provincial (Grade 12) Level courses or higher level post-secondary courses (or a combination)

OR

- An Advanced (Grade 11) Level Social Sciences and **Two** other Provincial Level Courses or higher level post-secondary courses (or a combination)

Prior Learning and Recognition: Yes

Students are able to request formal recognition of their prior learning or experience outside the classroom. Challenge examination, portfolio-assisted assessment, work-based assessment or a combination of assessments that is appropriate to identify, assess, and recognize prior skills, competencies, and knowledge to achieve course credit. Tuition fees apply, refer to Policy [2.5.5 Prior Learning Assessment and Recognition \(PLAR\)](#) or 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 2.1.4 Course Audit
 - Policy 2.4.1 Credential Framework
 - Policy 2.4.3 Students with Documented Disabilities
 - Policy 2.4.4 Student Rights, Responsibilities and Conduct
 - Policy 2.4.8 Academic Performance
 - Policy 2.4.9 Student Feedback and Concerns
 - Policy 2.4.11 Storage of Academic Works
 - Policy 2.5.3 Student Appeal
 - Policy 2.5.5 Prior Learning Assessment and Recognition (PLAR)
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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/>