

Title	Continuing Studies Credentials
Number	F1011
Category	Instruction

1. PURPOSE

To define and ensure the validity and consistency of the Continuing Studies credentials awarded at Langara College.

2. DEFINITIONS

Continuing Studies credential – a named qualification that is awarded by Langara College upon completion of a prescribed Continuing Studies program of study that is approved by Education Council and the College Board of Governors, and is administered by the Dean, Continuing Studies.

Parchment – the physical document awarded to the recipient of a Continuing Studies credential.

Program of study – specified courses that must be successfully completed to earn an identified Continuing Studies credential.

3. POLICY

General

3.1 Langara College awards:

- a) Continuing Studies credentials to students following completion of a specified program of study approved by Education Council and the College Board of Governors.
- b) Langara English for Academic Purposes credentials to students following completion of the final level of study approved by Education Council and the College Board of Governors.

3.2 Langara College Continuing Studies offers the following types of Continuing Studies credentials with the defined minimum standards:

Continuing Studies Post-Degree Diploma	A minimum of 576 hours are required for the two-year program. Students must have a baccalaureate degree or equivalent for entry.
Continuing Studies Diploma	A minimum of 576 hours are required for the two-year program.
Continuing Studies Certificate	A minimum of 288 hours are required up to 575 hours for the one-year program.

Continuing Studies Short Certificate	A minimum of 72 hours up to 287 hours are required for the short certificate program.
Continuing Studies Langara English for Academic Purposes Certificate	Completion of the LEAP Certificate is confirmed by achieving language proficiency level 8 in LEAP.

- 3.3 All courses included in a Continuing Studies credential must be graded courses.
- 3.4 Students must achieve the minimum grade requirement in each required course of a program in order to be eligible for a Continuing Studies credential.
- 3.5 The Registrar will maintain:
- a standard for the official names of Continuing Studies credentials and their abbreviations;
 - a standard for official Continuing Studies credential parchments; and
 - a list of current Education Council-approved programs of study and their official Continuing Studies credential name.

Minimum Number of Hours to be completed at Langara College

- 3.6 To qualify for a Continuing Studies credential from Langara College, students are required to complete a minimum of forty percent (40%) of the required hours at Langara College. The final thirty percent (30%) of the required hours must be completed at Langara College, as stipulated:
- Post-Degree Diploma: A minimum of 230 hours need to be completed at Langara. A minimum of 172 of the final hours must be completed at Langara.
 - Diploma: A minimum of 230 hours need to be completed at Langara. A minimum of 172 of the final hours must be completed at Langara.
 - Certificate: A minimum of 115 hours need to be completed at Langara. A minimum of 86 of the final hours must be completed at Langara.
 - Short Certificate: A minimum of 29 hours need to be completed at Langara. A minimum of 22 of the final hours must be completed at Langara.
 - Langara English for Academic Purposes Certificate: LEAP 8 must be completed at Langara.

Individual programs may establish specific requirements for the number of hours to be completed at Langara. Such requirements must be approved by Education Council and published on the Continuing Studies website.

An approved Langara College exchange program is exempt from this 40% requirement.

Multiple Credentials

- 3.7 A minimum of 50% of hours for a second or subsequent credential must be new hours that have not been used to satisfy requirements for a previous credential.

Time Limits

3.8 Education Council may approve time limits for the completion of specific programs.

Posthumous Credentials

3.9 Posthumous Continuing Studies credentials may be awarded to actively enrolled students who have substantially completed the requirements of their program and for whom successful completion was expected.

4. RESPONSIBILITY

For inquiries relating to this policy, contact the Vice-President, External

5. REGULATIONS/PROCEDURES

[Continuing Studies Credential Regulations](#)

History/Revision	
Origination Date	February 15, 2022
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