

Private Training Regulation & Fees and Student Tuition Protection Regulation Amendments

Information Sessions for Certified Private Training Institutions

May, 2021



Ministry of
Advanced Education
and Skills Training

Purpose of amendments:

- Enhance student protection
- Clarify statutory language and more accurately reflect current practice
- Efficiency/streamlining

Highlights of the PTR and Fees Regulation Amendments

- Session focuses on the highlights – this is not an exhaustive list of the changes
- Dedicated Regulatory Amendments 2021 webpage
- Private Training Act Policy Manual – Annotated Amendments

Standards and Requirements – Student Protection

institution action required

Student Statement of Rights

- Institutions to develop their own statement that includes required content
 - Statements must be posted in a prominent location and included with enrolment contracts
- PTA Policy Manual Section 3.2
 - Addresses Ombudsperson Recommendation #2
 - Compliance may be verified at inspections and recertification

Dispute Resolution Process

- Update to comply with amended regulations
- PTA Policy Manual Section 3.2.1

Standards and Requirements – Student Protection

institution action required

Sexual Misconduct Policy

- All institutions must develop a Sexual Misconduct Policy.
- Post on website and provide a copy to students with the student enrolment contract.

➤ PTA Policy Manual Section 3.2.1

Graduate Follow up

- Begin collecting the job titles for students when conducting Class A program graduate follow up.

➤ PTA Policy Manual:Appendix I4

Standards and Requirements – Student Protection *institution action required*

Program outlines

- Update program outlines to include admission requirements

- PTA Policy Manual Section 2.4
- Purpose: efficiency

Senior Educational Administrator

- Create a record for your Senior Educational Administrator

- PTA Policy Manual Section 3.2.8
- Purpose: efficiency

Website Standards – *institution action required*

Institution websites:	
Your tuition refund policy	
For Class A and B programs: <ul style="list-style-type: none">• Admission requirements• Amount of tuition and any related fees• Whether program leads to a regulated field (link to regulator’s website)• Career occupations for which program prepares students	<ul style="list-style-type: none">➤ PTA Policy Manual Section 3.2.5➤ Purpose: student protection
• Institution must not advertise a program that is not yet approved unless you first apply to PTIB for approval	<ul style="list-style-type: none">➤ PTA Policy Manual Section 3➤ Purpose: student protection

Student Enrolment Contracts – *institution action required*

Contracts for **APPROVED** Programs

Amend contracts to include statement about certification with PTIB.

- PTA Policy Manual Section 3.2.5
- Purpose: student protection

If a program is over 18 months, may only enter a subsequent contract after 30% of the hours of instruction are provided

Contract for programs that **DO NOT REQUIRE APPROVAL**

Amend contracts to include:

- Refund policy
- Tuition and related fees
- Start date of the program

- PTA Policy Manual Section 3.2.9
- Purpose: student protection

Tuition Refunds

APPROVED Programs

Institutions not permitted to charge more than a ***total*** of \$250 in relation to the issuance of additional LOAs.

- Policy Manual: S 3.2.2
- Purpose: student protection

Institutions must refund all tuition and related fees if an international student delivers a refusal of study permit before date by which 30% of hours of instruction would have been provided

Programs that **DO NOT REQUIRE APPROVAL**

Institutions must issue a full refund of tuition and related fees if a study permit is denied

- Policy Manual: S 3.2.3
- Purpose: student protection

Institutions are no longer required to...

APPROVED Programs

Provide graduate follow-up data for Class B programs

- Policy Manual: Appendix I4
- Purpose: efficiency

Provide notice if you change type of credential you issue

- Policy Manual: S 3.2. I
- Purpose: efficiency

Obtain the registrar's consent if you change the number of hours in a course, so long as you don't change the overall duration of the program. Notice is still required.

- Policy Manual: S 3.2. I
- Purpose: efficiency

Other program-related changes

<p>A description of the activities a student will undertake during a work experience</p>	<ul style="list-style-type: none">➤ PTA Policy Manual Appendix 5➤ Purpose: student protection
<p>When approving a new program, the registrar will consider:</p> <ul style="list-style-type: none">• whether the learning objectives are relevant to the career occupation(s)	<ul style="list-style-type: none">➤ PTA Policy Manual Section 2.4➤ Purpose: student protection
<p>Institutions must ensure that the equipment and facilities the institution uses to provide all programs – including those that do not require approval – enable student to meet learning objectives</p>	<ul style="list-style-type: none">➤ PTA Policy Manual Section 3.2.7➤ Purpose: student protection

Recertification & student data due dates

Recertification and Student Data Reports

Applications for recertification and student data reports are now due **60 days** before your certificate expires instead of 90 days.

PTA Policy Manual Section 3.2.5
Purpose: efficiency

New financial statement requirements –
effective Sept 1, 2022

- Purpose: efficiency
- PTA Policy Manual: S. 5.5

Other important changes

If a PTIB inspection is scheduled, institutions must provide students with advance notice

- PTA Policy Manual, Chapter 4
- Purpose: student protection
- Ombudsperson recommendation #9

Certification Requirements

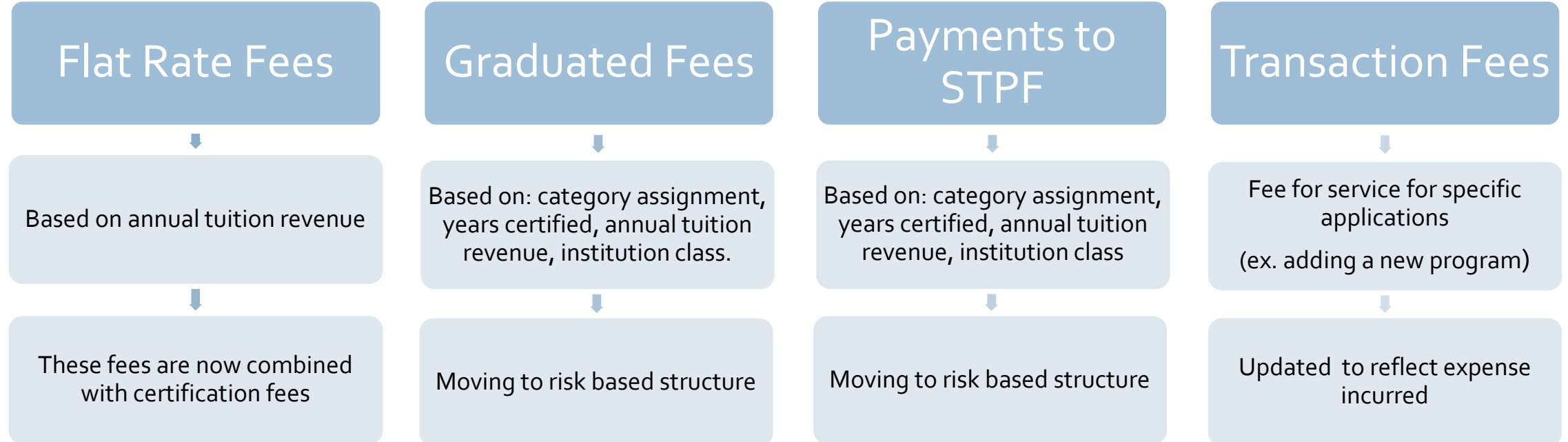
New requirements	
You must have had students enrolled in at least one of your approved programs in the last 2 years – effective Sept 1, 2022	<ul style="list-style-type: none">➤ Purpose: student protection➤ PTA Policy Manual: S. 1.3
Removed: requirement that an institution must have granted a credential in at least 50% of approved programs	<ul style="list-style-type: none">➤ Purpose: efficiency➤ PTA Policy Manual: S. 1.3

Category Assignment

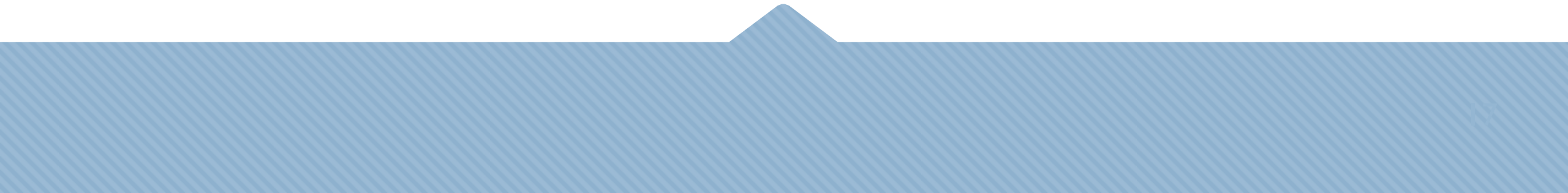
Criteria Added	Criteria Removed
Administrative penalties and compliance orders are now separate criteria	Change in student enrolment
Change of control	Employment or further education

- Changes have also been made to the calculation of an institution's overall category assignment.
- **Changes are detailed in Section 6.2.1 of the PTA Policy Manual.**

Fee Changes



Pre-submitted question and answer



COVID-19 Impacts

Breakout Session

COVID-19 Impacts

- This is an opportunity to hear from institutions directly on their experiences navigating through the Covid-19 pandemic.
 - How has Covid-19 impacted your Institution?
 - How did you respond?
 - What did you learn along the way?
 - What's next for your institution?
 - What further supports would have helped with institution & students' success?
- Institution specific questions or questions related to regulation/fee changes should be submitted to PTI.RegChanges2021@gov.bc.ca.

Future of Private Training

Breakout Session

Future of Private Training

- This is an opportunity to hear from institutions directly on their experiences working within the current regulation and where further enhancements can be made.
- Conversation starters:
 - Online delivery – do the current regulations fit?
 - Program quality – how can this be achieved through regulation?
 - International students – are there opportunities to better support international students?
 - Credentials – micro credentials/credential framework where does the future lie?
 - Certification eligibility – what criteria should be in place to strengthen private training in BC?
 - Industry specific regulations – is there a need?
 - How can we better support to institutions to link career training to jobs in demand?