

Policy# 413

Policy 413-Student Respectful and Fair Treatment-2022-05-06

Canada College Vancouver

Name of Institution

04225

Institution Number

Respectful and Fair Treatment
of Students Policy

Name of Policy

September, 2017

Effective Date

May 06, 2022

Latest Revision Date

June 2018

Previous Revision

Objective of Policy:

Canada College Vancouver wishes to ensure students are aware of their rights and responsibilities.

Policy:

1. While on Canada College Vancouver premises or in the course of activities or events hosted by the college the following activities are prohibited:
 - bullying,
 - harassment,
 - discrimination
 - Sexual misconduct
2. Students have the right to be treated fairly and respectfully by Canada College Vancouver
3. You have the right to a student enrolment contract that includes the following information:
 - amount of tuition and any additional fee for your program.
 - refund policy.
 - if your program includes a work experience, the requirements to participate in the work experience and the geographic area where it will be provided.
 - whether the program was approved by PTIB or does not require approval.
 - read, sign, and receive your signed copy of the contract.
 - access to the institution's dispute resolution process and to be protected against retaliation for making a complaint.
4. You have the right to make a claim to PTIB for a tuition refund if:
 - Canada College Vancouver ceased to hold a certificate before you completed an approved program.

- you were misled about a significant aspect of your approved program.

You must file the claim within one year of completing, being dismissed or withdrawing from your program.

For more information about PTIB and how to be an informed student, go to:
<http://www.privatetraininginstitutions.gov.bc.ca/students/be-an-informed-student>