

## CREDENTIALS

<b>Approval Authority</b>	Senate
<b>Responsible Executive</b>	Provost and Vice-President, Academic
<b>Related Policies / Legislation</b>	Approval of Graduands (20) Course Credits (105) Grading System (101) Graduate Course and Program Approval (209) Subsequent and Concurrent Bachelor Degree (98) Posthumous Credentials (199) Undergraduate Course and Program Approval (21) <i>University Act, s. 35.2 (5)(b), s. 37 (1) (h)</i>

## PURPOSE

This policy defines the credentials offered at the University of the Fraser Valley (UFV) and university criteria for earning credentials.

## SCOPE

This policy applies to all credentials awarded by UFV.

## DEFINITIONS

In this policy, the following definitions apply:

**Credential:** A qualification awarded by UFV to recognize successful completion of a program.

**Cumulative grade point average (CGPA):** A numerical average of grades based on all courses taken at UFV within a particular level of study (e.g., preparatory, undergraduate, graduate level).

**Grade point average (GPA):** Academic performance expressed as a numerical average of grades earned in courses.

**Graduate level:** Post-secondary education beyond the level of the bachelor degree that requires at least one course numbered 600 or higher.

**Preparatory level:** Pre-undergraduate or developmental education designed to upgrade or enhance academic skills in preparation for undergraduate studies.

**Program:** A set of courses and associated requirements offered as a credential (e.g., a certificate, diploma, degree, etc.) or an option within a credential (e.g., a major, minor, concentration, etc.) Program options form parts of credentials, but are not credentials in and of themselves.

**Program GPA (PGPA):** The grade point average calculated over all courses taken at UFV that are used to

meet program graduation requirements.

**Residency:** The portion of credits for a program that must be completed through UFV

**Study Abroad student exchange:** Study outside of UFV that takes place at a partner institution and is formally approved through the UFV Study Abroad process.

**Undergraduate level:** Post-secondary education at the university or college level up to and including the level of the bachelor degree.

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## POLICY

University of the Fraser Valley awards credentials, such as degrees, associate degrees, diplomas, and certificates to recognize students' successful completion of educational programs. The UFV Senate, in accordance with the University Act and Ministry of Advanced Education policy and guidelines, approves the credentials that may be awarded at UFV and sets university criteria for each credential.

The Regulations section outlines the credentials offered at UFV and general university criteria for earning UFV credentials.

The credential offered for completion of a program and the program graduation requirements shall be established through the Undergraduate Course and Program Approval or Graduate Course and Program Approval processes. Program graduation requirements may exceed the minimum requirements stated in the Regulations section. Graduation requirements for each program shall be published in the UFV academic calendar.

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## REGULATIONS

### UFV Credentials:

This section outlines the credentials offered at UFV and the credits required for each credential.

Credential Type	Credits required
Associate Certificate	9 to 17 credits
Certificate	18 to 45 credits, or for programs that do not assign credits, a minimum of 150 contact hours
Diploma	Minimum of 60 credits
Associate Degree	Minimum of 60 credits and meets provincial requirements
Bachelor's degree	Minimum of 120 credits
Post-baccalaureate certificate	27-35 credits following completion of a bachelor degree
Post-baccalaureate diploma	36-50 credits following completion of a bachelor degree
Graduate certificate	9 to 17 credits
Graduate diploma	18 to 29 credits
Master's degree	30 to 36 credits

More detailed definitions and regulations are posted in the "Program Types and Regulations" section of the Academic Calendar as recommended by the Undergraduate Education Committee or Graduate Studies Committee, and approved by Senate.

A statement of completion may be given by the instructor or department for the successful completion

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of any course(s). Such statements are not considered formal UFV credentials.

UFV also may issue the BC Adult Graduation Diploma (Adult Dogwood) on behalf of the Ministry of Education, however, this is not a UFV credential.

For Continuing Education programs that do not assign credits, the number of hours of instruction will be included on the parchment.

### **Other graduation requirements for UFV credentials:**

#### **1. Minimum Grade Point Average (GPA)**

All UFV programs and program options require a minimum program GPA (PGPA) of 2.0 for graduation. For programs that do not have assigned credits, grades comparable to at least a “C” average are required.

A minimum cumulative GPA (CGPA) of 2.0 is required to earn any undergraduate UFV credential, excluding certificates and associate certificates.

Some programs may require a graduation GPA higher than 2.0 or grades higher than a “C” average. Graduate programs require a minimum cumulative and program GPA of 3.0 or higher.

#### **2. Residency**

In order to earn a UFV credential, a student must complete at least twenty-five percent (25%) of the credits required for the program, or at least seventy-five percent (75%) for graduate programs, through UFV. Additional or higher residency requirements may be established for individual programs through the program approval process and if so, will be published in the UFV academic calendar.

Credits earned through transfer credit or assessment of prior learning do not apply towards the residency requirement. Credit taken at a partner institution through an approved Study Abroad student exchange will apply towards residency requirements.

#### **3. Graduation with additional or concurrent UFV credentials**

Two credentials will not be given for substantially the same body of work, unless they form part of an intentional sequence of laddering.

The Subsequent and Concurrent Bachelor Degree policy governs the conditions in which a student may earn more than one bachelor degree, or complete a higher-level program option in a previously earned bachelor degree.

In cases that do not involve laddering, or that are not covered by the Subsequent and Concurrent Bachelor Degree policy, a student who wishes to obtain an additional credential cannot use substantially the same courses from a credential previously earned. In such cases, a student must complete at least 50% of the credits needed for an additional credential with new courses beyond those used to satisfy requirements for a previously earned credential. Associate certificates are excluded from this regulation, and can be combined in full with any credential.

#### **4. Time limits for completion of programs**

Master’s degrees must be completed within seven (7) years.

There are no university-wide time limits for completion of other programs at UFV. Time limits for completion of individual programs may be approved by UFV Senate upon recommendation of the Undergraduate Education committee or Graduate Studies committee and will be published in the

academic calendar.

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## **APPENDICES**

Program Types and Regulations section of the academic calendar.