

Employment Insurance Questionnaire

1) Instructors education?

All of our instructors have completed a related Bachelor's degree and most have completed a related Master's degree.

2) Course start date?

For students commencing in the Fall semester, classes begin the day after the Labour Day holiday. Classes commence this Fall semester on Tuesday, September 6th, 2011.

For students commencing in the Winter semester, classes begin in the first or second week of January. Classes commence this Winter semester on Wednesday, January 4th, 2012.

3) Course end date?

For students commencing in the Fall semester and registered for a full course load, they will complete their practicum during May and will complete the program requirements in nine months.

For students commencing in the Winter semester and registered for a full course load, they will complete their practicum during January of the following year and will complete the program requirements in thirteen months.

4) Training hours per week?

Students completing a full-time course load (five classes) will have twenty (20) hours of instruction each week. Students completing a part-time course load will have varying weekly instructional hours depending on how many courses they have registered in.

5) Hours of homework required?

It is generally expected that every hour of instruction will be matched with an hour of study or preparation by the student. Full-time students can expect twenty hours of homework per week.

6) Exams -

How often? Most courses have two mid-term evaluations and a final exam.

Policy for missed? Students missing examinations are assigned a grade of zero (0) for that evaluation.

% required to pass? All students are required to achieve a minimum grade standing of "C-" or 55% (or higher) for every course within their program.

7) Dates of scheduled breaks? There are breaks of approximately three weeks scheduled between each semester (see <http://www.douglas.bc.ca/calendar/intro/import.html>).

8) Practicum or work experience required?

When does it occur in the program? At the end of your studies as the capstone course for the program.

Does the school find the employer? Students are encouraged to find their own practicum placement so that they can put their job search skills into practice; however, if students are experiencing difficulties securing a practicum placement they will be directed to apply at work sites currently desiring practicum students.

Return to school after the practicum? Students must return to the college to prepare a written report or make an oral presentation to their classmates and instructors during the week after the office practicum.

9) Tuition fees? The tuition fees are adjusted annually, but currently are \$271.20 per 3-credit course or \$1,356 per 15 credits which represents a semester's full-time course load (see <http://www.douglas.bc.ca/application-services/registration-guide/program-costs-fees-payments.html#tuition-fees>).

10) Book fees? The textbook and course material related costs are approximately \$100-125 per course.

11) Other fees? Other fees are adjusted annually, but currently are \$96.20 per 3-credit course or \$130.85 per 15 credits which represents a semester's full-time course load and \$120 for a U-Pass (with an optional \$260 for the Health and Dental Plan).

12) Success rate for grads? Historically, our grad exit surveys indicate that over 80% of our graduates have obtained employment in the field within three months of completing the program.

13) Total cost? See 9) through 11) above.