

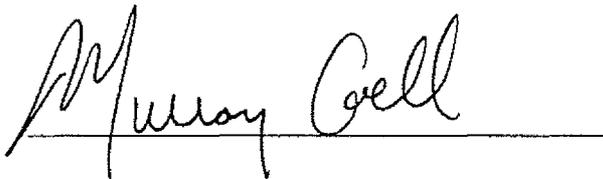
PROVINCE OF BRITISH COLUMBIA

ORDER OF THE MINISTER OF ADVANCED EDUCATION

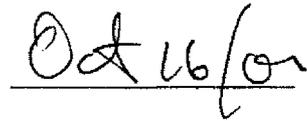
Ministerial Order No.

M 292

I, Murray Coell, Minister of Advanced Education, hereby order that the bylaws of the Private Career Training Institutions Agency be amended as set out in the attached Schedule.



Minister of Advanced Education



Date

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: *Private Career Training Institutions Act s. 6(4)*

Other (specify):

SCHEDULE

1. that the Board amend Bylaw Part III.C 2 by adding the following as subsection (b.1):

(b.1) potential nominees to the Private Career Training Institutions Agency Board who represent accredited institutions designated by StudentAid BC, can only be considered by the Nominating Committee if those institutions which they represent have student loan default rates below the benchmark established by StudentAid BC.

2. that the Board amend Bylaw Part III.C 2 (a) by inserting the following as the second sentence of paragraph (a):

In considering nominees, the Nominating Committee will ensure that the collective mix of skills and experience supports the Board's ability to govern the Agency to meet government, consumer, and industry needs.

3. that the Board amend Bylaw Part III.C 2 (a) by replacing the first bullet with the following:

- A candidate's overall competence, his or her knowledge and experience in the industry, as well as the skills and the value he or she could bring to the business of the Agency, including his or her financial expertise, legal expertise, marketing expertise, partnership development experience or previous board experience.

4. that the Board amend Bylaw Part III.C 2 (a) by repealing and replacing the third bullet with the following:

- The mix of institutions as regards a mix of registered and accredited institutions, and as regards size of institution and type of programming.

5. that the Board amend Bylaw Part III by adding the following:

H. Annual Report

1. Within ninety (90) calendar days of the end of the fiscal year of the Agency, the Board must submit to the Minister, and post on the Agency website, an Annual Report which provides information related to the business of the Agency during that year.

I. Strategic Plan

1. Within ninety (90) calendar days of the end of the fiscal year of the Agency, the Board must submit to the Minister, and post on the Agency website, a Strategic Plan.

6. that the Board amend Bylaw Part IV.A so as to add as paragraph 1.1 the following:

1.1 The Agency will provide to each applicant for registration an information package which will include written notice that a list of registered institutions seeking accreditation will be posted and maintained on the Agency's website and that notice of all suspensions or cancellations of the registration or accreditation of the institutions, including notice of any outstanding applications for reconsideration or appeal, will be published on the Agency's website for a period of five years following such suspension or cancellation.

7. that the Board repeal and replace Bylaw Part IV.E with the following:

E. Publication of suspensions and cancellations

If the Registrar suspends or cancels the registration of a registered institution under section 8 of the Act, the following information shall be published on the Agency's website for a period of five years following such suspension or cancellation:

1. the name of the institution whose registration has been suspended or cancelled;
2. the date of the suspension or cancellation;
3. the reason or reasons for the suspension or cancellation;
4. in the case of suspension, any conditions attached to the suspension, the period of suspension and the date of any reinstatement;
5. whether there is any outstanding application for reconsideration or appeal of the suspension or cancellation.

If the reason for the suspension or cancellation is, in whole or in part, for any non-compliance with the Act that could directly and negatively impact on students, then the entry for that suspension or cancellation shall be highlighted in bold print and the reasons for the suspension or cancellation shall be given with sufficient particularity so as to clearly identify the potential for negative impact on students. Non-compliance with the Act that could directly and negatively impact on students includes, but is not limited to, failing to contribute to the Student Training Completion Fund, engaging in false or misleading advertising and not meeting contractual obligations in student enrolment contracts.

8. that the Board amend Bylaw Part V.A so as to add the following as a second paragraph:

The Agency will publish and maintain on the Agency's website a list of registered institutions which are seeking accreditation.

9. that the Board amend Bylaw Part V.B so as to add, as a second paragraph, the following

The Agency will obtain from each prospective participant on an accreditation team a consent to the inclusion of his or her name and affiliations on a list of participants on accreditation teams to be published on the Agency website and in the Agency's Annual Reports. Subject to those consents, the Agency will publish and maintain on the Agency's website a list of the names and affiliations of individuals who have participated on accreditation teams.

10. that the Board repeal and replace the first sentence of the third paragraph of Bylaw Part V.B with the following:

An accreditation team will be appointed to visit an accredited institution and conduct a rigorous evaluation at least once in each five-year period.

11. that the Board repeal and replace Bylaw Part V.D 2 (a)(viii) with the following:

(vii) Full and part-time placement rates in training-related jobs for each program offering, as at six months after graduation.

12. that the Board amend Bylaw Part V.D so as to add as paragraph 3 the following:

3. A representative of the Agency will conduct an on-site visit of each accredited institution annually and will provide a report of each visit to the Registrar.

13. that the Board repeal and replace Bylaw Part V.I with the following:

I. Publication of suspensions and cancellations

If the Registrar suspends or cancels the accreditation of an accredited institution under section 9 of the Act, the following information shall be published on the Agency's website for a period of five years following such suspension or cancellation:

1. the name of the institution whose accreditation has been suspended or cancelled;
2. the date of the suspension or cancellation;
3. the reason or reasons for the suspension or cancellation;
4. in the case of suspension, any conditions attached to the suspension, the period of suspension and the date of any reinstatement;
5. whether there is any outstanding application for reconsideration or appeal of the suspension or cancellation.

If the reason for the suspension or cancellation is, in whole or in part, for any non-compliance with the Act that could directly and negatively impact on students, then the entry for that suspension or cancellation shall be highlighted in bold print and the reason or reasons for the suspension or cancellation shall be given with sufficient particularity so as to clearly identify the potential for negative impact on students. Non-compliance with the Act that could directly and negatively impact on students includes, but is not limited to, failing to contribute to the Student Training Completion Fund, engaging in false or misleading advertising and not meeting contractual obligations in student enrolment contracts.

14. that the board amend Bylaw Part VII by adding the following as section E:

E. An institution must maintain and make available to the Agency, upon request, all material relating to each advertisement, whether written or oral, which has been distributed or transmitted by the institution by any means including publication, radio, television or internet. Such material will include, but not be limited to:

1. the text of the advertisement
2. a record of the period of time during which the advertisement was distributed or transmitted
3. a signed copy of any testimonial or endorsement referred to in the advertisement
4. documents evidencing recognition by a regulatory body, government or other entity if such is claimed in the advertisement
5. a written statement from another post-secondary institution confirming the existence of an articulation agreement between the institution and that other institution whereby by second institution recognizes, for credit, courses provided by the institution, if such recognition is referred to in the advertisement
6. the English translation of the text of any advertisement not distributed or transmitted in English.