

INDEX

Administration and Financial Matters

- institutions excluded from application of Act, 192
- security, 41
 - amount of, 174
 - forfeiture of, 177, 181
 - where proceeds from forfeited security excessive, 189
 - required, 173
 - transition provisions, 178
- Superintendent, 27, 102
 - appointment, 32
 - assistance by advisory board, 37, 155
 - delegation of powers, 33
 - functions, 27
 - administration and enforcement of the *PCCA, 2005*, 32
 - administration of TCAF, 162
 - approval
 - of changes to vocational program, 101
 - of granting of credentials, 47, 104
 - of permitted sale of a college, 70
 - of provision of vocational program, 54, 215
 - of registration or renewal criteria, 59
 - of training completion provider, 183
 - conduct inquiries or examinations, 121, 123, 124
 - disciplinary measures, 49
 - dispute settlement, 52
 - drafting of Statement of Students' Rights and Responsibilities, 114
 - ensures use of "approved" transcript providers, 111
 - establish performance indicators, 98
 - hold meetings with students, 119
 - issue Restraining or Compliance Orders, 134
 - publication, 139
 - registration, 70
 - impose conditions and changes to conditions on, 70, 72
 - issuance of registration certificate, 70
 - refusal, 75, 79
 - renewal, 73
 - impose new conditions on, 73
 - refusal, 78, 79
 - revocation,

INDEX

- of license, 47
- of program approval, 103
- of registration, 66, 78
- suspension, 78, 88
 - lifting of, 90
- responsible to whom, 32
- review of Superintendent's decisions, 68
 - public interest test, 68
 - judicial review, 73, 86
- Training Completion Assurance Fund, 25, 33
 - administration of, 37
 - advisory board, 37
 - definition, 153
 - establishment, 149
 - premiums and levies, 38
 - purpose of, 35
 - sources of money, 161

Advertising and soliciting, restrictions on, 48, *see also* Operation of private career colleges

Charging fees, prohibition against, 47, *see also* Operation of private career colleges

Court actions, prohibition against, 54, *see also* Operation of private career colleges

Credentials

- approval of, 104
 - reapplication for, 104
 - revocation of, 147
- definition, 102, 104, 192, 211
- false, 239
- granting of credentials, 146
 - criteria for, 146
 - prohibition against, 47
 - revocation of approval to grant, 147, 226
- prohibition against use of, 48
- where compelled to issue, 254

Definitions

- academic dishonesty, 336
- additional definitions, 273-276

INDEX

advertising, 221
associated institution, 341-342
bullying, 11
computer based learning, 318
evidence, 85, 145
fee, 154
general definitions, 270-273
ILS instruction, 319
integrity and honesty, 66
international student, 111
ISP requirements, 2015, 325-327
language program accreditor, 342
minister, 21
prescribed, 22
private career college, 52, 193
registrants, 24, 59
regulations, 25, 27
restraining order, 135
school, 57-58
Superintendent, 27
teach, 315
Training Completion Assurance Fund, 153
tribunal, 28
vocational, 22, 30, 102, 192
vocational program, 102, 192, 211

Enforcement

administrative (monetary) penalties, or AMPs, 257, 260
 amount of penalty, 128, 258
 collection
 costs of, 134
 disbursements, 134
 powers of collector, 134
 Superintendent may authorize collector, 134
 Crown debt, 134
 notice of contravention, 127
 content, 130
 enforceable as an order of the court, 133
 issuance by Superintendent or designate, 127, 258
 limitation, 130
 right to review of, 131
 payment of penalty
 after review, 133

INDEX

- where no review, 132
- purpose of, 128
- restraining orders, 135
- review, 132
 - Minister's decision, 132
- inquiries and examinations, 121
 - obstruction of Superintendent or designate, 121, 126
 - other persons, of, 123
 - powers of Superintendent or designate, 124
 - registrants, of, 24
 - report to Superintendent, 127
- offences, 136
- restraining and compliance orders, 45, 134
 - issued by the court, 135
 - issued by the Superintendent, 135

Fees

- definition, 154
- prohibition against charging, 47
- refund policy, 110, 181, 231, 237, 311, 330, 334, 338

Forms, 151, 303

- contract, 195, 197, 234, 235
- pre-screening, 20, 43, 102
- student enrollment contract, 197

Information and disclosure

- consent to release, 231
- generally, 141
- limitation on the use of personal information, 142
- voluntary disclosures program, 4

Non-vocational programs, 102

Operation of private career colleges, 109

- advertising, 115
- complaint procedure, 112
 - content of, 113
 - inclusion in contract, 113
- contract between college and student, 109
 - copy to student, 110
 - inclusion of fee refund policy in, 110
 - rescission of, 118

INDEX

- to be in writing, 109
- fee refund policy, 110
- generally, 109
- meetings with students, 119
- no profit, 118
- notice of change, 254
 - notice to Superintendent of material changes, 116
- obligations
 - relating to sexual violence policies, 114
- return of goods and money, 119
- sale of students' goods and services, 117
 - no profit, 118
- Statement of Students Rights and Responsibilities, 114
 - Superintendent to develop statement, 148
- transcripts, access to, 111

OSAP Performance Requirements, 265

Performance indicators, *see also* Publication of information and Vocational programs

- establishment by the Superintendent, 98
- key performance indicators, 98
- publication of, 105, 139

Personal information, disclosure of, *see* Information and disclosure

Policy directives, *see also* Publication of information

- commentary on, 265
- generally, 140, 146

Practice and procedure

- certificate as evidence, 145
- OSAP administrative procedures, 308
- personal delivery, 144
- service of notice, order or document, 143
- student complaint procedure, 112, 246

Prohibitions

- against charging fee, 47
- against court actions, 54
- against enrolling students unless registered and vocation program approved, 50
- against operating private career college, 43

INDEX

against providing vocational programs, 45
against use of credentials, 48
against use of “Private Career College”, 52
general, 43
restrictions on advertising and soliciting, 48

Publication of information

admission requirements, 37
disclosure, 141
limitations, 142
orders, 138
performance
 indicators, 139
 objectives, 139
personal information, 141, 142
policy directives, 140
program approvals, 139
refusals and contraventions, 137
removal of information, 137
sexual violence, 141
Statement of Students’ Rights and Responsibilities, 140

Registration

application for, 195, 202
 after refusal or revocation, 92
 content of, 195
certificate of, 70, 249
 display of, 249
conditions, 70
 admission, 229
 changes, 72
 compliance, 73
 insurance, 204
 trust account, 205
continuance pending renewal, 74
criteria
 public interest, 68, 203
delay, 16
exemption, 213
expiry of, 74
generally, 59
integrity and honesty, 66
late filing, 202

INDEX

- location, 69
- notice of refusal or revocation, 79
 - content of, 80
 - hearing
 - appeal to court, 86
 - no stay on, 87
 - powers on, 87
 - entitlement, 80, 86
 - minister, 86
 - no hearing, 81
 - oral evidence, 85
 - parties, 85
 - powers of tribunal, 83
 - record, filing of, 86
 - where required, 81
- office, 288
- penalty, 202
- refund, 237
- refusal to register, 75
 - application for registration after, 92
- registrant, 24, 59
- renewal, 74, 202
 - continuance pending, 74
 - refusal, 78
 - notice of, 79
- revocation, 78
 - application for registration after, 92
 - notice of, 79
- specifically, 62
- surrender of, 94
- suspension, 78
 - hearing and appeal, 90
 - immediate, 88, 90
 - lifting of, 90
 - notice, 89
 - content of, 89
- transferability, 74
- Regulations, 25, 149**
 - definition of, 25
 - general, 27
 - making of, 149
 - Cabinet, 149

INDEX

Statement of students' rights and responsibilities, 114, 140, 148

Superintendent, *see* Administration and financial matters

Training Completion, 181

Assurance Fund, 25, 33
administration of, 37, 162
board, 158
functions, 158
maximum to be paid by, 188
payments
to, 165
annual premiums, 167
exemption, 170
security, 173
surcharges, 168
out of, 163
Regulation, 161
where proceeds from forfeited security excessive, 189
costs, 187
payment of, 187
definition of, 153
duty to provide, 182
plan, 182
provider, 183
approval of, 183
payment of costs of, 187
refund
if student refuses training completion, 186
if training completion not available, 187
student claims
payment of, 187
student expenses, 185
subrogation, 189
where available, 184

Transitional provisions of Act, 219

Vocational programs, 192, 212

approval of, 97
application for, 215
changes to vocational program, 101
condition of, 217

INDEX

duration of, 99
invalidity of, 101
revocation of, 103
copy of description of program, 250
credentials, *see* **Credentials**
definition of, 30, 102, 192, 211
fees, 252
performance indicators, 98, 105
prohibition against providing, 45
substantial change, 218