



Student Aid Alberta Designation Policies

February 2, 2016

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Introduction

The policies below follow the same formatting throughout. References to the *Student Financial Assistance Act*, S.A. 2002, c. S-20.5 or the Student Financial Assistance Regulation, A.R. 298/2002 that provide authority for the policy are listed at the beginning of each section and noted with the following icon: 

Policy is shown in bolded text and all other procedures, clarifying notes and examples are written in regular text. In some cases the legislation has been summarized for convenience. In the case of a conflict between the legislation and this document, the legislation prevails.

Note: The following terms are used interchangeably:

- Private Career Colleges
- Private Vocational Training Institutions

The information provided is subject to change. Please refer to the Student Aid Alberta website for the most up to date version of these policies:

- studentaid.alberta.ca

Additional Resources

Student Aid Alberta

Additional Student Aid Alberta information resources referenced in this manual include:

- ***Alberta Institution Designation Agreement (AIDA)***
- ***Student Aid Designation Manual***

These can be found on the Student Aid Alberta website in the *Resources for Schools* section:

- studentaid.alberta.ca/resources/resources-for-schools/

External Resources

Other government resources referenced in this manual include:

- **United States Department of Education Title IV Funding**

This *Federal School Code Search* tool can be found on the U.S. Department of Education website at:

- www.fafsa.ed.gov/FAFSA/app/schoolSearch

Designation Policies

Designation of Divinity Programs Policy



Reg.: Schedule 2, s. 9

A divinity program that meets all of the following criteria may be eligible for provincial and federal designation.

- **The program is offered by a fully accredited post-secondary institution, or at least 60% of the program is accepted for credit by a fully accredited institution.**

In Canada and the United States of America, accrediting bodies are the Association of Biblical Higher Education (ABHE) or the Association of Theological Schools (ATS). Other international institutions must be accredited in the home country.

- **The program is post-secondary in nature and results in a certificate, diploma or degree credential. In the case of a degree in divinity granted, offered or advertised in Alberta, the program name needs to be clearly identified as a divinity degree program.**

According to the Programs of Study Regulation, A.R. 91/2009 Section 14(2), a degree in divinity granted, offered or advertised in Alberta must be given a name that distinguishes it from an academic degree that is granted by an institution and has been approved under the *Post-Secondary Learning Act*. For example, the degree name cannot be a Bachelor of Arts, Masters of Arts, etc.

- **The length of the full-time program is 12 weeks or more and the instruction/practicum hours per week are 20 hours or more.**
- **The Minister considers employment of graduates relevant, and the potential of employment for graduates is acceptable.**
- **For divinity programs outside of Alberta, the above criteria must be met in addition to the following location-specific criteria:**
 - **Canada: The divinity program is designated by the home province.**
 - **United States of America: The institution and program must be approved for Title IV funding by the United States Department of Education.**
 - **Other international institutions must:**
 - **Be eligible for student loans in the home country;**
 - **Have been in continuous operation for a minimum of two years prior to designation; and**
 - **Be listed in one of the approved references for international programs as outlined in the Student Aid Designation Manual.**

Private Career Colleges Full-Time Designation Policy



Reg.: Schedule 2, s. 9

Programs offered by Alberta private career colleges may be designated for full-time provincial and federal student aid only if all standard designation criteria listed in the Student Aid Designation Manual are met, and students in the licensed program will have 20 or more instruction/practicum hours on average per week of study.

Programs that are designated for full-time provincial and federal student aid will also be automatically designated for part-time provincial and federal student aid.

Programs that are a minimum of 12 weeks in length for which students will have less than 20 instruction/practicum hours per week may be designated for part-time provincial student aid only.

De-designation for Unsatisfactory Repayment Rates



Reg.: Schedule 2, s. 9(2)

Student Aid Alberta may de-designate a post-secondary institution for student aid when targets for student loan repayment rates are not achieved by the end of an established three year period.

Student Aid Alberta will provide training support to help institutions make improvements, however, the primary responsibility for achieving and maintaining the required repayment rates rests with the institution.

An institution may re-apply for designation after a three-year period has passed from the date of de-designation.

De-designation of Private Career Colleges for Non-compliance with Alberta Institution Designation Agreement



Reg.: Schedule 2, s. 9(2)

Student Aid Alberta may de-designate a private career college for student aid when the institution is non-compliant with its Alberta Institution Designation Agreement (AIDA).

Student Aid Alberta will provide training support to help the institution come into compliance.

The institution must transition towards compliance by taking remedial steps identified by Student Aid Alberta within 50 days of receiving notice of non-compliance.

An institution may re-apply for designation after a three-year period has passed from the date of de-designation.