

ENGLISH LANGUAGE COMPETENCY POLICY

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A. PURPOSE

This policy describes the development, implementation and review of English language competency standards at the College. The College requires that all students demonstrate appropriate levels of English language competency in reading, writing, speaking and listening, sufficient to support full participation in their studies and the transition to further studies or careers.

B. SCOPE

- Chairs/Coordinators Deans/Associate Deans/Directors**
- Education Council**
- Faculty Members**
- Office of the Registrar**
- Students**

C. DEFINITIONS

English Language Competency: A defined level of skill in reading, writing, speaking and listening in English.

Standards

Entry-Level Standards: The defined minimum standard required for entry into a course or program.

Exit-Level Standards: The defined minimum standard required for successful completion of a course or graduation from a program.

D. POLICY STATEMENTS

Entry- and exit-level English language competency standards will correspond to specific course or program requirements, outcomes, and objectives established and reviewed in consultation with advisory committees, professional bodies, employers, colleges and universities, as appropriate.

Minimum **entry-level standards of English language competency** will ensure that students can communicate with the demonstrated proficiency in English necessary to complete anticipated coursework successfully.

Minimum **exit-level standards of English language competency** will ensure that students can communicate in English at an appropriate level in related educational, professional, or work settings. Students may be expected to demonstrate satisfactory achievement of **exit-level standards of English language competency** as part of the requirements to complete a course or program.

Some Departments/Programs may choose to set their **entry-level standards** at the same level as their **exit-level standards**.

Demonstration of English Language Competency

Demonstration of **English language competency** is usually achieved through assessments, completion of specified pre-requisites, or completion of courses.

The Office of the Registrar/Department/Program, as appropriate, will determine which of these options is required for demonstration of particular standards.

Where results of an assessment identify a need for further development of **English language competency**, students will be provided with the College's recommended options to meet the **English-language competency entry-level and/or exit-level standards**.

Information on specific requirements and options for demonstrating **English Language competency** can be found on the College website on the Admissions page or in the Course/Program Catalogue.

Implementation

Assessment Services will assist Departments/Programs by scheduling and conducting **English language competency** assessments, as required.

Alternative Assessments

Where appropriate, students with documented disabilities will be permitted to demonstrate **English language competency** in other ways (see Accessibility to College Programs, Courses and Services for Persons with Disabilities).

Jurisdiction

When **English Language competency standards** for a course or program are being established or revised, the Department will consult with the Chair or Coordinator of Communications, English, English Language Learning and Acquisition, and/or English Upgrading.

When new courses are required to support the development of **English language competency** within a program, the content, format and delivery of these courses will be determined through a process of consultation among the faculty of the Department/Program and the Department(s) that will provide the language courses (see Associated Studies Policy).

Any changes to **English language competency standards** must be recommended by the Standing Committee on Admission and Language Competency and approved by Education Council (see Program Approval Policy).

Review of English Language Competency

Departments/Programs will ensure that **English language competency standards** remain current and appropriate. When external language competency requirements change, Departments/Programs will review and modify the program requirements, as necessary. All reviews of Departments/Programs will include an evaluation of curricular English language competency standards.

E. PROCEDURES**F. SUPPORTING FORMS, DOCUMENTS, WEBSITES, RELATED POLICIES**

[Educational Policies](#)

[Accessibility to College Programs, Courses and Services for Persons with Disabilities](#)

[Admissions](#)

[Associated Studies Policy](#)

[Program and Course Catalogue](#)

[Prior Learning Assessment and Recognition Policy](#)

[Program Approval Policy for New and Revised Credit Programs](#)

G. RELATED ACTS AND REGULATIONS

N/A

H. RELATED COLLECTIVE AGREEMENT CLAUSES

N/A