

Title	Continuing Studies Credentials and Micro-Credentials
Number	F1011
Category	Instruction

1. PURPOSE

To define and ensure validity and consistency of the Continuing Studies credentials and micro-credentials awarded by Langara College.

2. DEFINITIONS

Continuing Studies credential – a named qualification that is awarded by Langara College upon completion of a prescribed Continuing Studies program of study that is approved by Education Council and the College Board of Governors, and is administered by the Dean, Continuing Studies.

Continuing Studies micro-credential – a distinct, short-term, non-credit based program of study designed to facilitate learners’ employment goals and/or access to further education.

Parchment – the physical document awarded to the recipient of a Continuing Studies credential.

Program of study – specified courses that must be successfully completed to earn an identified Continuing Studies credential.

3. POLICY

General

3.1 Langara College awards:

- a) Continuing Studies credentials and micro-credentials to students following completion of a specified program of study approved by Education Council and the College Board of Governors.
- b) Langara English for Academic Purposes credentials to students following completion of the final level of study approved by Education Council and the College Board of Governors.

3.2 Langara College Continuing Studies offers the following types of Continuing Studies credentials with the defined minimum standards:

Continuing Studies Post-Degree Diploma	A two-year program requiring a minimum of 576 hours. A baccalaureate degree or equivalent is required for admission.
Continuing Studies Diploma	A two-year program requiring a minimum of 576 hours.
Continuing Studies	A one-year program requiring a minimum of 288 hours.

Certificate	
Continuing Studies Short Certificate	A short-duration program ranging between a minimum of 72 hours and a maximum of 287 hours.
Continuing Studies Langara English for Academic Purposes Certificate	Confirmed by successful completion of LEAP level 8.

3.3 All courses included in a Continuing Studies credential must be graded courses.

3.4 Students must achieve the minimum grade requirement in each required course of a program in order to be eligible for a Continuing Studies credential.

Langara College Continuing Studies offers non-credit based micro-credentials that are stand-alone, short duration learning experiences that are competency and learning outcomes-based, align with industry, employer, community, and/or Indigenous community needs, and are assessed and recognized for employment or learning purposes.

Continuing Studies Micro-credential	A minimum of 15 hours to a maximum of 71 hours of course work is required for a micro-credential. Students must meet approved admission requirements and successfully complete the required curriculum to receive recognition of micro-credential completion.
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3.5 The Registrar will maintain:

- a standard for the official names of Continuing Studies credentials and their abbreviations;
- a standard for the official names of Continuing Studies micro-credentials;
- a standard for official Continuing Studies credential parchments;
- a standard for official Continuing Studies micro-credential recognition documents;
- a record of current Education Council-approved programs of study and their official Continuing Studies credential name; and
- a record of current, approved Continuing Studies micro-credentials and their official names.

Minimum Number of Hours to be completed at Langara College

3.6 To qualify for a Continuing Studies credential from Langara College, students are required to complete a minimum of 40% of the required hours at Langara College (except for micro-credentials). The final 30% of the required hours must be completed at Langara College, as stipulated:

- Post-Degree Diploma: A minimum of 230 hours need to be completed at Langara. A minimum of 172 of the final hours must be completed at Langara.
- Diploma: A minimum of 230 hours need to be completed at Langara. A minimum of 172 of the final hours must be completed at Langara.
- Certificate: A minimum of 115 hours need to be completed at Langara. A minimum of 86 of the final hours must be completed at Langara.

- Short Certificate: A minimum of 29 hours need to be completed at Langara. A minimum of 22 of the final hours must be completed at Langara.
- Langara English for Academic Purposes Certificate: LEAP 8 must be completed at Langara.
- Micro-credential: All hours must be completed at Langara.

Individual programs may establish specific requirements beyond what is defined above for the number of hours to be completed at Langara. Such requirements must be approved by Education Council and published on the Continuing Studies website.

An approved Langara College exchange program is exempt from this 40% requirement.

Multiple Credentials and Micro-Credentials

- 3.7 A minimum of 50% of hours for a second or subsequent credential must be new hours that have not been used to satisfy requirements for a previous credential. Approved Langara College Continuing Studies micro-credentials are exempt from this requirement.

Time Limits

- 3.8 Education Council may approve time limits for the completion of specific programs.

Posthumous Credentials

- 3.9 Posthumous Continuing Studies credentials may be awarded to actively enrolled students who have substantially completed the requirements of their program and for whom successful completion was expected.

4. RESPONSIBILITY

For inquiries relating to this policy, contact the Vice-President, External.

5. REGULATIONS/PROCEDURES

[Continuing Studies Credentials and Micro-Credentials Regulations](#)

History/Revision	
Origination Date	February 15, 2022
Amendment Date(s)	June 20, 2023
Next Review Date	June 20, 2026