

School of the Arts

Web Development Program Policies

DATE(S):		
1.	Next Policy Review:	2023-05-01
2.	Admissions & Standards Committee Approval:	2018-11-27
3.	Education Council Approval:	2018-12-11
4.	Effective:	2019-08-01
5.	Previous Revision(s):	

CREDENTIAL(S):	Certificate
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PROGRAM OUTCOMES (previously program objectives)

- Utilize current web development best practices and accepted methodologies.
- Determine project requirements that fulfill real business needs.
- Incorporate agile practices in project development.
- Create and launch a full-stack web application.
- Demonstrate effective use of validation and debugging tools.
- Utilize accepted industry documentation methodologies during project cycle.

Students in the Web Development Program are subject to the overall policies affecting all students at Selkirk College, with the following additions. College policies may be viewed on-line at the College website (policies.selkirk.ca).

PART I: ADMISSIONS

Use a numbered list as in the example below. Other examples of program policy admission requirements can be located on the Policies website at policies.selkirk.ca

A. ADMISSION REQUIREMENTS

In addition to meeting the general admission requirements to Selkirk College, the applicant must meet the following Web Development Program requirements to be considered fully-qualified:

1. Academic

English 12, or equivalent, with a minimum grade of "C"

2. Questionnaire

Applicants must complete a questionnaire that surveys their interest, experience and current skill set in using web-based technology. The questionnaire is used as a guide for the School Chair and Instructors to respond to the unique learning needs of each student and cohort.

3. General

Applicants must submit a completed application form and other required documents (i.e. secondary school and any post-secondary transcripts, application package) to the Registrar's office.

B. APPLICATION PROCESS

1. Before an applicant's file is considered to be complete, the following must have been received by the Admissions office:

a) Completed application form

b) Official transcripts of high school grades (an interim statement of grades is acceptable if applicant is currently a student). Photocopied transcripts are not acceptable unless notarized or submitted directly from the school to Selkirk College.

c) Completed questionnaire

C. ADVANCE OR TRANSFER CREDIT AND PRIOR LEARNING ASSESSMENT

1. A student may obtain credit for a maximum of 75% of program requirements by Transfer Credit, Advanced Placement, Prior Learning Assessment or combination thereof. (see Policy 8614 Advanced Standing – Transfer Credit, Prior Learning Assessment (PLA) and Course Challenge)

D. RE-ENTRY INSTRUCTION: *(program specific variations allowed)*

1. Re-admission to the program is only permitted where spaces become available.

2. Normally, students in good standing who must interrupt their Program may apply for re-admission, within one year of departure.

3. Students who fail to complete a semester successfully may apply to re-enter and repeat the incomplete semester when it is next offered. (Normally, there is a waiting period of 12 months between offerings of the same course or semester.)

4. Students must apply for re-admission at least six months in advance, as it may be necessary to repeat part of the work from the previous semester in order to upgrade skills and/or knowledge which have been lost in the intervening period.

5. Priority for re-admission will be given to students in good standing who interrupted their program for illness or other personal reasons.

6. Normally, return in one year or less will permit the student to maintain full credit for all courses previously completed successfully. After more than one year's absence, students may be required to update or repeat courses previously completed.

PART II: ASSESSMENT, PROMOTION AND GRADUATION

A. ASSESSMENT

1. Grading

Grading will be based on the grades specified in the Standard Academic and Career Grading Table. To view the grading tables, see *Policy 8612: Grading*

2. Types of Assessments

a) Assessments will be described in the individual course outlines

3. Supplemental Assessment(s)

a) Students who are absent from an assessment due to illness, accident or family emergency may apply to the instructor for permission to be assessed at an alternate time.

b) Supplemental/re-writes must be written within the time period indicated by the instructor.

B. PROMOTION

1. To be qualified for admission into a course, which stipulates a prerequisite, a minimum grade of "C" must be achieved in the prerequisite course, unless otherwise specified. Students not meeting the course pre-requisites need permission from the school chair to waive the pre-requisite

2. Normally, two failed attempts in a required course is cause for withdrawal from the program. A third attempt in the same course may be made with the permission of the School Chair.

3. Students are welcome to attend on a part-time basis and may wish to enroll in a module one at a time. Only students completing the ten course modules, within a two-year academic period, will receive a certificate.

C. GRADUATION

1. Credentials: Certificate

2. Requirements: (see *Policy 8617: Graduation*) In order to qualify for the Selkirk College Web Development Certificate, a student must complete all of the following courses with a minimum Final Grade of "P" in each course and an overall GPA of 2.00 or better.

Web Development Certificate						
Semester 1			Semester 2			
Code	Course	Credit	Code	Course	Credit	
WEB101	Agile Project Management	1	WEB107	Back-end Development Fundamentals	5	
WEB102	HTML and CSS	4	WEB108	Data Persistence	5	
WEB103	Programming Fundamentals with JavaScript	3	WEB109	Web Application Development Infrastructure and Operations	3	
WEB104	Advanced Front-end Development with JavaScript	3	WEB110	Full-Stack Web Application Development	3	
WEB105	Development Environment	3				
WEB106	Entrepreneurship	1				
Total Semester Credits		15	Total Semester Credits		16	
					Total Year Credits	31
					Total Program Credits	31

PART III STUDENT CONDUCT (See also *College Policy 3400: Student Code of Conduct*)

A. ATTENDANCE

1. Attendance at all scheduled lectures, labs, examinations, projects, activities and other learning experiences is expected
2. Absence from learning experiences, for any reason, may preclude the student being able to meet the required objectives for that course.
3. Students claiming illness or compassionate reasons for absence from learning experiences must contact the instructor concerned directly.
4. Students may be required to supply a medical professional's certificate to substantiate claims of illness or injury.
5. Students absent from any course, for any reason, are responsible for the work missed, and must make up missed assignments.

B. PROFESSIONAL REQUIREMENTS

1. An instructor may recommend to his/her School Chair that a student be completely excluded from a course if that student has missed instructional times, or failed to complete assigned work to such a degree that he/she could not compensate sufficiently to pass the course in the time available, or if the student has compromised the safety of others, has been destructive to property, or has disrupted the learning opportunities of others.

C. PROBATION (See Policy 8619 Student Probation)

D. APPEAL (*see College Policy 8400: Student Appeals*)

Part IV COLLEGE POLICIES RELEVANT TO ACADEMIC AND STUDENT AFFAIRS:

Policy 3400: Student Code of Conduct

Policy 6550: Protection of Privacy

Policy 8400: Student Appeals

Policy 8600: Pre-Admissions Basic Skills Assessment

Policy 8611: Admission

Policy 8612: Grading

Policy 8613: Evaluation of Student Learning

Policy 8614: Advanced Standing – Course Challenge, PLA, Transfer Credit

Policy 8615: Standards of Academic Progress

Policy 8616: Student Withdrawals and Refunds

Policy 8617: Credentials and Graduation

Policy 8618: Cheating and Plagiarism

Policy 8619: Student Probation

Policy 8620: Interdisciplinary Studies