Non-Credit Programming Framework

	Event / Workshop / Conference	Micro-credential Programming Categories			
		Micro-Course	**Course**	**Certificate**	**Diploma**
Description	A learning experience where information is shared or knowledge is gained through an informal setting.	A micro learning experience that is self-directed, enabling access to learning anytime, anywhere. A micro-course focuses on a specific topic, identified skills gap, and/or a defined competency or a sub-component of a competency.	A course that is focused on developing specific knowledge, skills, and competencies. Typically, courses are intended to stack into certificates, although a course may be taken as a standalone offering.	A non-credit credential earned for the completion of specific courses, leading to the achievement of a certificate. A certificate is a credential intended to be immediately valuable to learners and employers.	A non-credit credential earned for the completion of specific courses, leading to the achievement of a diploma. A diploma is a credential intended to be developed only when required (due to length) that is immediately valuable to learners and employers.
Learner Value Proposition	Opportunity for learning to be gained.	The learning experience is self-directed, enabling the learner to personalize their learning journey to one that is just-enough, just-for-me, and just-in-time.	Learners develop specific competencies, leading to enhanced skills through short courses.	Learners stack micro-courses and courses into pre-aligned certificates.	Learners stack courses into a pre-aligned diploma.
	Best Practice: Goals are established for the learning event, workshop, or conference.	**Best Practice:** Micro-courses are developed and delivered "on-demand" and are self-directed.	**Best Practice:** Courses are developed with flexibility at their core, and are structured in alignment with the learner persona.	**Best Practice:** Courses stack into certificates that develops specific competencies. Certificates are regularly reviewed and are designed/delivered flexibly to meet the needs of core learner personas.	**Best Practice:** Courses stack into a diploma that develops specific competencies. Diplomas are regularly reviewed and are designed/delivered flexibly to meet the needs of core learner personas.
Assessment of Learning	NA	Assessment is required for micro-credential programming. Meaningful assessment ensures proof of competency development.	Assessment is required for micro-credential programming. Meaningful assessment ensures proof of competency development.	Assessment is required for micro-credential programming. Meaningful assessment ensures proof of competency development.	Assessment is required for micro-credential programming. Meaningful assessment ensures proof of competency development.
		Minimum: assessment of knowledge and comprehension of knowledge, skills, and capabilities.	Minimum: assessment of knowledge and comprehension of knowledge, skills, and capabilities.	Minimum: assessment of knowledge and comprehension of knowledge, skills, and capabilities.	Minimum: assessment of knowledge and comprehension of knowledge, skills, and capabilities.
		Best Practice: assessment of learning related to application, analysis, and synthesis.	**Best Practice:** assessment of learning related to application, analysis, and synthesis - WIL activities may be included.	**Best Practice:** assessment of learning related to application, analysis, and synthesis - WIL activities may be included.	**Best Practice:** assessment of learning related to application, analysis, and synthesis - WIL activities may be included.
	NA	Encouraged	Encouraged	Intention - Certificates ladder into credit offerings - governance TBD	Intention - Diplomas ladder into credit offerings - governance TBD

Non-Credit Programming Framework

	Event / Workshop / Conference	Micro-credential Programming Categories			
		Micro-Course	**Course**	**Certificate**	**Diploma**
Stackability		**Best Practice:** stack or blend micro-courses to align to a specific certificate, meeting the certificate's best practice hours.	**Best Practice:** stack 3 courses to align to a specific certificate, meeting the certificate's best practice hours.	**Best Practice:** certificate ladders into a strategically aligned graduate credit program.	**Best Practice:** diploma ladders into a strategically aligned graduate credit program.
Credential Owner	Faculty and / or Unit	Faculty and / or Unit			
		Best Practice: Cross-faculty / Unit collaboration / Industry Involvement			
Hours	Variable, normally hours to 1/2 day	Maximum: 12 hours	Maximum: 39 hours	Maximum: 117 hours	Normally: 390 hours or more
		Best Practice: 4 - 8 hours	**Best Practice:** 12 - 24 hours	**Best Practice:** 3 Courses 36 - 72 hours	**Best Practice:** Variable
Grading Scheme	None	Graded (alpha or CR/NC)			
		Formative and / or summative feedback			
Delivery Modality	Variable	**Online Delivery:** U of A's LMS and / or platform distribution partner such as Coursera (if green-lit).	**Online Delivery:** Asynchronous, Bichronous, or Synchronous instruction through U of A's LMS and / or platform distribution partner such as Coursera (if green lit) **In-person Delivery:** On-campus **Hybrid Delivery:** A blend of online and on-campus		
Credential Achievement Award	Digital badge as per U of A Digital Badge Framework	Digital badge as per U of A Digital Badge Framework		Faculty and / or Unit uses a standard U of A branded downloadable certificate, available immediately upon completion	
Quality Assurance	Faculty and / or Unit	Micro-credential programming is rooted in quality assurance standards.			
Learner / Organizational Registration	Variable (up to individual unit)	Micro-credential offerings will be promoted and easily searchable on the U of A's enterprise-approved Continuing Education web portal - integrated with the U of A's website, and offerings available for purchase through Destiny One e-commerce platform. Faculties, Units, and external partner organizations (where applicable) are encouraged to promote the micro-credential offering. Learners and organizations will seamlessly register through the U of A's enterprise-approved Continuing Education PCI-compliant e-commerce site - Destiny One by Modern Campus.			

Non-Credit Programming Framework

	Event / Workshop / Conference	Micro-credential Programming Categories			
		Micro-Course	**Course**	**Certificate**	**Diploma**
Non-credit Transcript / Student Record	NA	Non-credit transcripts and student records are available through the U of A's enterprise-approved Continuing Education operational system Destiny One by Modern Campus. Student information is ported into the U of A's SIS to enable one-learner record.			
Convocation	NA	Does not participate in U of A's convocation - some programs may offer a learner recognition ceremony.			
Associate Alumni Status	NA	NA		Non-credit micro-credential learners currently earn Associate Alumni status. This will be under	Non-credit micro-credential learners currently earn Associate Alumni status. This will be under review to
Financial Planning Considerations	Faculty or Unit retains 85% of revenue, 15% of revenue supports University-wide services.	**U of A Offered Micro-credential:** Faculty or Unit retains 85% of revenue, 15% of revenue supports institution-wide services. **Coursera Offered Micro-credential:** Coursera retains 50% of total revenue, of U of A 50% revenue 85% is retained by Faculty or Unit with 15% of revenue supporting University-wide services.			
Approval Pathway	Department / Unit	Department/Unit		Department/Unit - Faculty Council* - GFC Programs Committee *Academic Units that do not have a Faculty Council, approval is granted by the Vice-Provost (Programs) as delegate of Provost	
Course Change Process	Variable (often none)	For courses not part of approved programs, desk approval by designated academic or unit staff		Approved on a regular cycle in Unit/Faculty. Faculties/Units provide on an annual basis, a list of updated program changes to the Vice-Provost (Programs) by July 1 of each year.	
Suspension/Termination Process	Variable (often none)	Variable for courses that are not offered as part of established certificate or diploma programs. For courses offered as part of a program, additional program change processes may need to be followed.		Department/Unit - Faculty Council* Approval - GFC (for information). Learners are notified and normally given 1 year to complete their program. *Academic Units that do not have a Faculty Council, approval is granted by the Vice-Provost (Programs) as delegate of Provost. The Vice-Provost will then inform GFC of the approval at the next scheduled GFC meeting.	