

Work Integrated Learning	
Category: Academic	Approval Date: June 8, 2020
Policy Owner: Academic Council	Effective Date: July 1, 2020
Policy Administrator: Academic Policy Committee	Review Period: 5 years
Recommended by: Academic Council	
Associated Documents Work Integrated Learning Procedure	

PURPOSE

To establish expectations of work integrated learning (WIL), safety and performance, and to protect the interests of the student, the College, and the workplace provider. Schools and/or programs may have additional requirements.

SCOPE

This policy applies to students in credit programs who represent the College during practicums, clinical placements, preceptorships, and similar applied learning experiences that take place in an environment with a workplace provider and as covered by a Student Placement Agreement.

POLICY

1. Student eligibility to participate in WIL is dependent on academic standing, pre-requisite course completion, and the requirements of the workplace provider.
2. Students must adhere to course outlines and conduct themselves in accordance with the applicable codes of conduct for their chosen profession or course of study as well as the policies, practices, and standards of the workplace provider.
3. Student rights and responsibilities, including safe work conditions and appropriate orientation and supervision, are set out in the Student Placement Agreement.
4. Any student who is found to have engaged in behaviour contrary to the professional requirements of the workplace or College policy will be subject to discipline in accordance with applicable College policies.
5. Should a student be terminated or resign from the workplace, fail the course, or withdraw from the College, the College may bear no responsibility to provide another placement.
6. Students who are receiving remuneration for WIL are subject to relevant employment standards and labour legislation.

7. Students participating in WIL experiences are covered through a third-party liability policy carried by the College, unless covered by the workplace provider.

RELATED POLICIES

- [Academic Standing](#)
- [Assessment and Grading](#)
- [Co-Curricular Record](#)
- [Course Add, Drop, and Withdrawal](#)
- [Course Outline](#)
- [Partnerships with External Organizations](#)
- [Student Academic Integrity and Academic Misconduct](#)
- [Student Appeals Policy](#)
- [Student Misconduct: Non-Academic](#)
- [Student Rights and Responsibilities](#)

DEFINITIONS

Placement Coordinator: The Red Deer College representative assigned to coordinate WIL for the program or course.

Placement Supervisor (also referred to as Practicum Supervisor): The Red Deer College staff or faculty member assigned to coordinate WIL and supervise the student during the work placement.

Student Placement Agreement: A written agreement between the College and the workplace provider, outlining the terms and conditions that govern the WIL experience and the responsibilities of the College and the workplace provider. The agreement may be created by the College or the workplace provider.

Work Integrated Learning (WIL): Includes practice-based learning, is a course delivered in the form of a practicum, clinical placement, preceptorship or similar applied and simulated learning experience, completed in a workplace environment of a workplace provider. WIL includes activities such as simulated situations, observations and demonstrations of an activity, performance of discipline specific skills and the completion of project work in a work setting possibly augmented with a lab and/or classroom component.

Workplace Provider: The employer, agency or institution, including Red Deer College, providing the WIL opportunity to students under a Student Placement Agreement.

Workplace Supervisor/Preceptor (WSP) (also referred to as Field Supervisor): The workplace contact who is directly supervising the student.