



## SCHOOL OF ACCESS

EMPLOYMENT TRAINING AND PREPARATION

# ETP 038 DIRECTED STUDIES

## *COURSE OUTLINE - WINTER SEMESTER 2015*

**Instructor:** Jody Isaac  
**Office:** Portable A, 100A  
**Office Hours:** Monday to Wed. 3:00-4:30  
**Classroom:** Portable 104  
**Telephone:** 250 370-4610      **Email:** isaacj@camosun.bc.ca  
**Dates:** January-April, 2014  
**Class Times:** Wed 1:00-3:00

## COURSE PURPOSE

This course is designed to offer individualized learning in a student's particular area of interest.

## COURSE OUTCOMES

Students, with the assistance of the instructor, establish specific learning objectives that will enable them to achieve their learning goals in a more informed way and maximize their employment potential.

## EVALUATION

Students will be evaluated based on individual criteria established with the instructor. These include but are not limited to: amount of research completed, presentation of project and materials, media presentation where appropriate, informational interviews completed when necessary, and overall thoroughness and effort demonstrated by the student.

## COMPETENCY BASED GRADING SYSTEM

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria, or competencies established for this course, practicum or field placement.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that, due to design may require a further enrollment in the same course. No more than two IP grades will be assigned for the same course. <i>(For these courses a final grade will be assigned to either the 3<sup>rd</sup> course attempt or at the point of course completion.)</i>
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.

## ACADEMIC PROGRESS POLICY

There is an Academic Progress Policy designed to enhance a learner's likelihood of success. Students should become familiar with the content of this policy. The policy is available in each School Administration Office, at Registration, and on the College web site in the Policy Section.

<http://camosun.bc.ca/policies/Education-Academic/E-1-Programming-&-Instruction/E-1.1.pdf>