

# Access Programs for People with Disabilities

Faculty of Academic and Career Advancement	kpu.ca/aca
Implementation Date	01-Sep-2011
Start Date(s)	Varies
Admission Type	Continuous intake
Enrolment Type	Limited enrolment
Program Type	University Preparation
Credential Granted	Certificate of Completion
Offered At	Langley Richmond Surrey
Format	Full-time
How to Apply	www.kpu.ca/admission

## DESCRIPTION

**This program is currently under review pending approval. Please note, the following programs are or will be on hiatus:**

Vocation Skills Training: Automotive Assistant (effective Fall, 2013)

Vocation Skills Training: Food Services Assistant (effective Fall, 2013)

Vocation Skills Training: Family Childcare Option (effective Fall, 2014)

Vocation Skills Training: Early Childhood Educator Assistant (effective Fall, 2014)

The goal of the programs in the Access Programs for People with Disabilities Department (formerly Adult Special Education Department) is to provide employment programs at the post-secondary level for adults with various disabilities. These programs will prepare students for employment, volunteer work and further education.

## CAREER OPPORTUNITIES

The APPD programs at KPU are designed to maximize interpersonal skills and employment opportunities for students with disabilities. With instruction and training, students can realize their employment and personal potential. These programs also prepare students for further studies.

## PROGRAM ADMISSION REQUIREMENTS

- Adults (18 and older) with a defined disability may apply
- Assessment prior to entry to determine appropriate programs and eligibility
- Complete Access Programs for People with Disabilities application package
- Participate in intake interviews

Work Exploration, Job Preparation and Vocational Skills Training programs are ten month programs starting in September of each year.

Students pay an application fee to KPU, plus a moderate tuition fee. In some cases, various government ministries may pay a portion of these costs.

## How do I Apply?

To initiate the application process, please attend an Information Session at your preferred campus. To register for the Information Sessions, visit [www.kpu.ca/aca/appd](http://www.kpu.ca/aca/appd).

## PROGRAM REQUIREMENTS

### Work Exploration

(Formerly Career Awareness)

This program is designed to provide information to students about entry-level work opportunities available for adults with disabilities, and combines job-oriented classroom instruction with a work experience component. Work Exploration is a ten month program with the possibility of extension if the student has nearly completed graduation requirements.

### Job Preparation

This program is designed to meet the employment needs of adults with disabilities who are seeking competitive employment, and includes both job-oriented classroom activities and a work experience component. Job Preparation is a ten month program with the possibility of extension if the student has nearly completed graduation requirements.

### Vocational Skills Training

The Vocational Skills Training (VST) Program is designed to provide specific skills training and work experiences related to those skills. The options offered at present include: Food Services Assistant, Clerical Assistant, Childcare Aide and Early Childhood Educator (ECE) Assistant. The Automotive Assistant option is under review. Options under consideration include Light Warehousing Assistant, Janitorial Assistant, and Automotive Detailing Assistant.

#### CHILDCARE AIDE OPTION

Applicants must participate in a structured screening process in which experience in a childcare setting, documentation, criminal record search, and references will be assessed. Note that students registered in this option must also be enrolled in the Family Childcare Program at KPU. Upon successful completion of this option, students are awarded a Certificate of Completion in Vocational Skills Training: Childcare Aide and a Family Childcare Statement of Completion. Students will also complete an Emergency Childcare First Aid course and receive the appropriate certificate.

#### AUTOMOTIVE ASSISTANT OPTION (UNDER REVIEW)

Applicants must participate in a structured screening process in which experience in an automotive setting, documentation, Class 7(N) minimum driver's license, and references will be assessed. Note that students registered in this option must also be enrolled in KPU's Automotive Service Technician Program (AMCH) and complete assigned courses. Upon successful completion of this option, students will receive credit for completed AMCH courses. Students will also complete the Workplace Hazardous Materials Information System (WHMIS) training as well as a Basic First Aid course, and will receive the appropriate certificates.

#### CLERICAL ASSISTANT OPTION

Applicants must participate in a structured screening process in which experience in a clerical setting, documentation, and

references will be assessed. Note that students registered in this option must also be enrolled in two of the following courses: BUSI 1215, CBSY 1105, CMNS 1140, LGLA 1115, LGLA 1135 OR LGLA 1145. Upon successful completion of this option, students will earn credits for the completed School of Business courses and a Certificate of Completion in Vocational Skills Training - Clerical Assistant.

### **FOOD SERVICES ASSISTANT OPTION**

Applicants must participate in a structured screening process in which experience in a food services setting, documentation, and references will be assessed. Upon successful completion of this option students will also complete the WHMIS (see above), Basic First Aid, and FoodSafe courses, and will receive the appropriate certificates.

### **EARLY CHILDHOOD EDUCATOR ASSISTANT**

Students may apply to the Early Childhood Educator Assistant option (APPD 0310) on completion of the Childcare Aide option (APPD 0210). Applicants must participate in a structured screening process in which experience in a childcare setting, documentation, criminal record search, and references will be assessed. Note that students registered in this option must also be enrolled in at least one of the following courses in Early Childhood Education at a training institution currently approved by the Ministry of Children and Family Development: Child Growth and Development; Health, Safety and Nutrition or Child Guidance. Upon successful completion of this option students will earn credits at the partner institution for the completed ECE courses and a Certificate of Completion in Vocational Skills Training - Early Childhood Educator Assistant (*pending approval*).

## **CREDENTIAL AWARDED**

Upon successful completion of the Job Preparation Option, students are eligible to receive a **Certificate of Completion in Access Programs for People with Disabilities – Job Preparation** (*under review*).

Upon successful completion of the Work Exploration Option, students are eligible to receive a **Certificate of Completion in Access Programs for People with Disabilities – Work Exploration** (*under review*).

Upon successful completion of the Automotive Assistant Option, students are eligible to receive a **Certificate of Completion in Vocational Skills Training – Automotive Assistant Option, Access Programs for People with Disabilities** (*under review*).

Upon successful completion of Child Care Aide Option, students are eligible to receive a **Certificate of Completion in Vocational Skills Training – Childcare Aide Option, Access Programs for People with Disabilities** (*under review*).

Upon successful completion of Clerical Assistant Option, students are eligible to receive a **Certificate of Completion in Vocational Skills Training – Clerical Assistant Option, Access Programs for People with Disabilities** (*under review*).

Upon successful completion of Early Childhood Educator Assistant Option, students are eligible to receive a **Certificate of Completion in Vocational Skills Training – Early Childhood Educator Assistant Option, Access Programs for People with Disabilities** (*pending approval*).

Upon successful completion of the Food Services Assistant Option, students are eligible to receive a **Certificate of Completion in Vocational Skills Training – Food Services Assistant Option, Access Programs for People with Disabilities** (*under review*).