

TITLE**Exploring a
Post-Secondary Institution****Length**

Variable

Essential Skills

Reading Text, Document Use, Thinking Skills, Computer Use.

Prerequisites

None

Course Description

Attending a post-secondary institution like a community college or university can be intimidating. For someone enrolled in a post-secondary institution for the first time, knowledge about how post-secondary institutions are organized and the degrees and certificates they offer can go a long way to making students feel welcome and increase the likelihood of success.

This course orients participants to a post-secondary institution so that they can:

1. Describe the manner in which a post-secondary institution is organized.
2. Describe the nature of the degrees/certificates awarded by a post-secondary institution.

Skill Statement

Understand the composition and function of the various parts and departments of a post-secondary institution.

Implementing Environment

Skill Component 1: Describe the manner in which a post-secondary institution is organized.

Performance Criteria

- 1.1 Identify the different divisions/departments.
- 1.2 Understand the layout of a typical post-secondary institution.
- 1.3 Describe the services offered.
- 1.4 Understand the process of enrolling in and taking courses.

Skill Component 2: Describe the nature of the degrees/certificates awarded by a post-secondary institution.

Performance Criteria

- 2.1 Identify the certificates awarded by a community college.
- 2.2 Explore the academic/requirements for several sample programs at a sample community college.
- 2.3 Identify the degrees available in a university (Bachelor, Master and Doctorate).
- 2.4 Explore the academic requirements and cooperative placement possibilities for a university.