

# Application for Authorization Degree Granting

This application is required pursuant to section 7 of *The Degree Authorization Act*. Please refer to the **Instructions for Institutions Apply for Authorization** (May 31, 2016) as you complete this Application Form. Please note that each data entry box can accommodate as much text as needed.

## Application Information

Name of Institution: Saskatchewan Polytechnic

Name of Proposed Degree: Bachelor of Addictions Counselling

Mailing Address: 400 119 4th Avenue South S7K 5X2  
Street/PO Box Postal Code  
Saskatoon Saskatchewan Canada  
City/Town Province/State Country

Street Address: \_\_\_\_\_  
(if different from Street/PO Box Postal Code  
mailing address) \_\_\_\_\_  
City/Town Province/State Country

Saskatchewan Address: \_\_\_\_\_  
(if different from above) Street/PO Box Postal Code  
City/Town Province/State Country

Institution Telephone: 1-866-467-4278

Name of Primary Contact: Dan MacKay

Address of Primary Contact: PO Box 1420 600 Saskatchewan St. W. S6H 4R4  
Street/PO Box Postal Code  
Moose Jaw Saskatchewan Canada  
City/Town Province/State Country

Primary Contact Telephone: 306-691-8252

Primary Contact Email: dan.mackay@saskpolytech.ca

Email Contact for Public Comment (if different than above): \_\_\_\_\_

Year Applicant Institution was Established: Sask Polytech was established in 2014, dating back to 1959.

Is the applicant institution authorized to grant degrees?  Yes  No

In what jurisdiction(s)? \_\_\_\_\_  
Saskatchewan

Under what authority(ies)? (list applicable legislation): \_\_\_\_\_  
The Saskatchewan Polytechnic Act (2014)  
The Degree Authorization Act (2012)

Pursuant to section 17 of *The Degree Authorization Regulations*, is the applicant seeking an expedited review?  Yes  No

If yes, please describe the nature of the permission granted to the applicant to provide the program, pursuant to 17(1)(a) of *The Degree Authorization Regulations*: \_\_\_\_\_

~~Saskatchewan Polytechnic respectfully requests that the Board consider a partial review that would include a full program review with elements of an organizational review.~~

Pursuant to clause 17(1)(b) of *The Degree Authorization Regulations*, is the applicant seeking an exemption from section 6 of *The Degree Authorization Act* to use the word “university” or “varsity”?  Yes  No

If yes, please state the nature of the authorization held: \_\_\_\_\_

## Program Proposal

This section lists questions the applicant must address in its written proposal. In the box beside each question, please provide the page number in the proposal where the answer to the question can be found. This ensures that all required information has been provided. It also allows the Ministry of Advanced Education to easily cross-reference while performing its analysis.

1. Program Details	Page Number(s)
a) Name of degree with specialization	2
b) Period of study (credit hours and years)	2-5
c) Maximum capacity for the program (full-time and part-time)	5
d) Minimum viable enrolment	6
e) Annual tuition per student	6
f) Expected enrolment	7
g) Total full-load equivalent (FLE)	7
h) Anticipated number of graduates per year	7
i) Descriptions of core courses and electives, including learning outcomes	7-21
j) Methods of delivery (e.g., traditional classroom, distance education, co-operative education or a combination)	21
k) Current requirements of regulatory bodies and/or standards or major and/or nationally recognized professional associations, accreditation agencies or other organizations associated with the field of study	22
l) Institution's plan to meet the above requirements	22-23
m) Requirements/options for work experience in the program	23
n) Types of work placements that will be available	23-24

2. Benefits to Saskatchewan Learners and the Saskatchewan Post-Secondary Education System (as per section 8(a) of the Regulations)	Page Number(s)
a) How the proposed degree program <b>benefits</b> the Saskatchewan post-secondary system	25-26
b) How the proposed degree program <b>fits</b> within the broader Saskatchewan post-secondary education system	26-27
c) What <b>student demand</b> currently exists and can be anticipated for the proposed program	27-29
d) The strategy that has been or will be used to explore the <b>potential transferability of credits</b> earned in the proposed program	29
e) The discussions that have occurred with the University of Saskatchewan and the University of Regina <b>to ensure consideration of implications for students</b>	29-30

<b>2. Benefits to Saskatchewan Learners and the Saskatchewan Post-Secondary Education System</b> (as per section 8(a) of the Regulations)	<b>Page Number(s)</b>
f) Any anticipated <b>collaborative or partnership arrangements</b> with other institutions (university or non-university) in the region, province, or elsewhere for the development and/or delivery of the program	30-31
<b>3. Advancement of Saskatchewan's Economic and Social Priorities</b> (as per section 8(b) of the Regulations)	<b>Page Number(s)</b>
a) How the proposed program advances the province's <b>social and/or economic priorities</b>	32-36
<b>4. Alignment with Applicant's Mandate, Mission and Strategic Plan</b> (as per section 8(c) of the Regulations)	<b>Page Number(s)</b>
a) The relationship between the proposed program and the official <b>mandate and mission</b> of the institution	36
b) The <b>connection</b> between the proposed program and the institution's strategic, business, strategic enrolment and degree plans	37-38
c) The institution's <b>expertise and capacity</b> in the proposed program area and/or related fields of study	38-39
d) The proposed program's <b>impact on and relationship to existing programs</b> at the institution	39-40
e) The institutional <b>development and academic approval processes</b> that were followed in developing the proposal	40-41
<b>5. Program Marketability and Graduate Employability</b> (as per section 8(d) of the Regulations)	<b>Page Number(s)</b>
a) The expected <b>employment outcomes</b> and/or further <b>education paths</b> for graduates of the proposed program	41-42
b) The level and type of <b>support</b> that will be provided by professional organizations, regulatory bodies, employers, industry, and other stakeholders/partners (e.g., other government ministries/ departments/agencies, Saskatchewan's universities, other post-secondary institutions)	42
<b>6. Fiscal Plan, including Financial Implications for Students, for the Applicant, and for the Government of Saskatchewan</b> (as per section 8(e) of the Regulations)	<b>Page Number(s)</b>
a) The total expected annual revenue from the program [e.g., tuition fees(s), expected enrolment and any other sources of revenue (e.g., partner/industry contributions), minimum viable enrolment]	43-44
b) The total anticipated cost of the program and whether any public funds will be required	43-44

## Application Fee

Pursuant to section 6 of *The Degree Authorization Regulations*, an application fee of \$5,000 is payable on submission of an application for authorization.

I have attached a cheque in the amount of \$5,000 payable to the Minister of Finance.

## Supporting Documents

Please list all supporting documents submitted with this application, and ensure that documents are clearly marked and easily identifiable. Please ensure that all documents have page numbers. Also note that supporting documents will not be posted for public review and comment.

Appendix A: Inshtrix Labour Market Needs Assessment, pp. 48-112

~~Appendix B: Canadian Addictions Counselling Certification Federation Standards and Certification Manual, pp. 113-209~~

~~Appendix C: Addiction Counselling Competencies (2017), pp. 210-448~~

~~Appendix D: Competencies for Canada's Substance Abuse Workforce (2014), pp. 449-461~~

~~Appendix E: Competencies for Canada's Substance Abuse Workforce (2015), pp. 462-464~~


~~Appendix F: Sask Polytech Faculty Process, pp. 465-485~~

~~Appendix G: Focus Groups, pp. 486-506~~

~~Appendix H: Letters of Support, pp. 507-526~~

## Signature

I hereby certify that all the information contained in this application, including the supporting documents submitted with it, is true. I also hereby grant the Ministry of Advanced Education permission to make this application available for public review, pursuant to section 9 of *The Degree Authorization Regulations*.

X   
Signature of Application

April 30, 2018  
Date

Dr. Anne Neufeld, Provost and Vice President, Academic

Print Name and Position