

Policy History
Policy No. ST5
Approving Jurisdiction: President
Administrative Responsibility: Provost and Vice President Academic
Effective Date: October 2006

Work By Students in Vocational Programs Policy

A. Purpose

In order to provide valid learning opportunities to students on University premises in vocational programs, the University may arrange that students undertake work related to their program for other registered students, University employees, the University, and members of the public.

B. Scope

This policy does not refer to or apply to work done by students who are in an employment relationship. Specifically, it does not apply to work done by students in University cooperative work placements.

C. Principles

1. Such work shall be performed under the supervision of the program faculty and shall be directly related to the instructional goals of the program.
2. Students working under this policy are exempt from the Employment Standards Act by Regulation 8(1)(c) and will therefore not be paid for work performed under this policy.
3. All risk and liability for work done under this policy remains with the customer. Neither the University Board of Governors, nor any employee of the University, nor any student shall be liable or responsible for any loss, damage, or injury to any person or property from any cause whatsoever, whether it is due to fire, theft, accident, negligence or any other cause. No warranty is given with respect to the quality of student work or the time of its completion.

4. Each customer must be informed of and agree in writing to the above terms before the commencement of work. (A copy of the Vocational Program - Customer Agreement is attached as Appendix A.)
5. The University will charge the customer for the costs of such work. Charges will include the costs of external labour, materials, and a service charge to cover the costs of consumable supplies and overhead.
6. For larger jobs, the customer may be asked to pay a deposit before the work will be started.
7. The Vice President Academic, in consultation with the Vice President Finance and Administration will develop a schedule of appropriate service charges for each program. This schedule will be reviewed annually.
8. Work will not be released to the customer until all charges are paid. The cashier will collect such payments from customers.

APPENDIX A

VOCATIONAL PROGRAM--CUSTOMER AGREEMENT

I, the undersigned owner or duly authorized representative, authorize the repair work on the following terms:

1. The work will be performed by students as part of their program and that, while all reasonable steps will be taken to have the work performed satisfactorily, no warranty is given with respect to the quality of work or to the time of completion.
2. Vehicle and contents will be left at owner's own risk.
3. All costs of repairs must be made by cash, VISA, MasterCard, or certified cheque, when repairs are complete.

Further, I acknowledge full responsibility for any damage resulting from inadequate cold weather protection.

In consideration of the reduced rates at which work is to be performed for me by the students, and for other considerations, I hereby agree that all such work will be performed at my own risk. Neither the University Board of Governors, nor any employee of said Kwantlen Polytechnic University, nor any student, shall be liable or responsible for any loss, damage, or injury to my person or property from any cause whatsoever, whether it be due to fire, theft, accident, negligence or any other cause.

I agree to pay the regularly scheduled prices for the services received as determined by the instructor in charge.

Authorized by _____