



Shinede College Student Statement of Rights

Student Statement of Rights

The Shinede College is certified with the [Private Training Institutions Branch](#) (PTIB) of the British Columbia Ministry of Advanced Education and Skills Training.

Before a student enrolls at the Shinede College, he/she should be aware of his/her rights and responsibilities.

1. Students have the right to be treated fairly and respectfully by the college.
2. Students have the right to a student enrolment contract that includes the following information:
 - Amount of tuition and any additional fee for the particular program
 - Refund policy
 - If the program includes a work experience, the requirements to participate in the work experience and the geographic area where it will be provided
 - Whether the program was approved by PTIB or does not require approval.
3. Students should make sure that they read the contract before signing. The college will provide students with a signed copy.
4. Students have the right to access the institution's dispute resolution process and to be protected against retaliation for making a complaint.
5. Students have the right to make a claim to PTIB for a tuition refund if:
 - The college ceased to hold a certificate before a student completed an approved program
 - Student was misled about a significant aspect of his/her approved program.
6. Students must file the claim within one year of completing, being dismissed or withdrawing from his/het program.

For more information about PTIB and how to be an informed student, go to:

<http://www.privateinstitutions.gov.bc.ca/students/be-an-informed-student>.