POLICY NO. 10

POLICY ON FRENCH LANGUAGE

This Policy was adopted for the first time by Resolution Number 300-09 on September 7, 2004.

Table of Contents

POLICY NO. 10

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PREAMBLE.....1

ARTICLE 1 - TEACHING OF FRENCH AS A SECOND LANGUAGE.....1

ARTICLE 2 - WRITTEN COMMUNICATION IN FRENCH 2

ARTICLE 3 - RESPONSIBILITIES ARISING FROM THIS POLICY AND EFFECT 2

The use of the male pronoun within this Policy is to facilitate reading only and should be interpreted as referring to either male or female.

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PREAMBLE

The Charter of the French Language (RSQ, ch. C-11, a. 88.1 & 88.2) has been amended to include the following:

"Before 1 October 2004, every institution that provides college instruction … must adopt a policy applicable to college-level instruction regarding the use and quality of the French language.…"

"… In the case of an institution that provides college or university instruction in English to the majority of its students, the language policy must pertain to the teaching of French as a second language, the language used by the administration of the institution in its written communications with the civil administration and legal persons established in Québec, and the implementation of the policy and the monitoring of its application."

ARTICLE 1 - TEACHING OF FRENCH AS A SECOND LANGUAGE

1.01 As a College in the Province of Quebec, aware of its responsibility to contribute to the intellectual, economic and social development of our society, John Abbott College recognizes the importance for its students to learn French.

1.02 All students will be required to complete successfully at least two college-level French courses, or their equivalent, as part of their DEC program.

1.03 All students will be required to meet the exit standard established for French Second Language.

1.04 Students who arrive at John Abbott College without adequate preparation to achieve the exit standard may be required to take more than two college-level courses.

ARTICLE 2 - WRITTEN COMMUNICATION IN FRENCH

2.01 Official written correspondence with the civil administration of Québec and with legal persons established in Québec will normally be in French. However, this correspondence may be accompanied by documentation (bylaws, policies, reports, appendices, etc.) that, by the nature of its development, adoption, presentation and conservation, exists in English only.

2.02 Official written correspondence with legal persons established in Québec that, by their nature retain a special or bilingual status under the preamble or any article of the Charter of the French Language, may be in English.

2.03 Notwithstanding 2.01 above, official written correspondence received in English from a member of the civil administration of Québec or from legal persons established in Québec will be responded to by the College in English.

ARTICLE 3 - RESPONSIBILITIES ARISING FROM THIS POLICY AND EFFECT

3.01 The Academic Dean is responsible for the application of Article 1 of this policy.

3.02 The Secretary General is responsible for the application of Article 2 of this policy.

3.03 This policy comes into effect on October 1, 2004.