



## Contract Services - Policy 230

### *Policy Statement*

The principal function of Contract Services is to provide a channel through which the private and public sectors can contract with the University for the provision of educational services. The services that Contract Services is engaged in may include but are not limited to:

- Experimental and/or Custom-Designed Training Units
- Training Seminars and Workshops
- Needs Assessment Services
- Programme Evaluation
- Research Activities
- Technical Assistance
- Credit and Non-Credit Courses
- Consulting Services

### *Related Policy*

Annual Budget

### *Definitions*

Contract Services means any provision of service by the University to private or public sector companies, corporations or individuals (other than University Students) for a cost to those entities as described in a document witnessed and signed by all parties involved.

University means Pacific Coast University for Workplace Health Science, a corporation established under the Act.

### *Procedures*

Contract Services will provide assistance to the University to facilitate the development and delivery of new, experimental and custom-designed programs for those in business, industry, government, social service agencies, and educational, professional and non-profit institutions and organizations.

Contract Services will be self-sustaining and where the opportunity exists, for profit.

The Vice President Academic will approve all contracts.

### *Approvals and Responsibility*

Approved by: Board of Governors March 27, 2012  
Revised: October 15, 2023  
Responsibility: Vice-President Administration.

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