

Continuing education and lifelong learning

Policy number/version	6.10/V01	
Section	STUDENT EXPERIENCE	
Type	Academic policy	
Date of creation	April 2021	
Date of last revision	New policy	
Date of approval of current version	October 2021	
Post/Section with responsibility for implementation and monitoring	Learning, Teaching, and Blended Learning Committee	
Approved by	Senate	
Policy review	Latest review by	Senate
	Latest review date	October 2021
	Review outcome	New policy
	Next review date	September 2022
Cross-reference/related documents		

1. Rationale and principles which this policy seeks to uphold

- 1.1. The University aims to develop and maintain a Continuing Education plan to ensure that it supports and contributes towards the concept of lifelong learning in the UAE.
- 1.2. The Continuing Education and Lifelong Learning plan will be based on a set of conditions and rules of minimum requirements for efficient and effective delivery of courses.
- 1.3. The conditions and rules for developing and maintaining a Continuing Education and Lifelong Learning plan are identified and outlined in this policy document.

2. Scope

- 2.1. The policy applies primarily to the Faculties, the Doctoral Training Centre, and the Professional Development and Examinations Centre but may be extended to other continuing education and lifelong learning activities the University undertakes.
- 2.2. The policy is not made to prescribe the exact mechanisms, roles and responsibilities, response actions and measures, or operational procedures of the Continuing Education and Lifelong

Learning plan. It is made to describe a model based on which a Continuing Education and Lifelong Learning plan can be formed, developed, and maintained at the University.

3. Definitions

- 3.1. Continuing Education and Lifelong Learning refers to the concept of learning throughout a person's life, particularly beyond formal primary, secondary and tertiary education.
- 3.2. The Continuing Education and Lifelong Learning plan includes the provision of professional development programmes, and the establishment of zero credit courses.
- 3.3. University modules means programme modules that will bear credit if students meet the admission requirement for the programme.
- 3.4. Training Courses means courses or training or workshops held with or without minimum eligibility requirements.
- 3.5. Course candidates are those who are taking one or more training courses at BUd without admission to the University's accredited degree programmes.

4. Policy

Open-door approach

- 4.1. The University believes Higher Education Institutions should be accessible for everyone, regardless of age, gender, or any other demographic variables.
- 4.2. The University has an open-door approach for some modules, meaning there are no entry requirements, essentially making the University "open" to all university students/course candidates.
- 4.3. Open courses, with no entry requirements/minimal entry requirements may be delivered either on campus or online.

Professional development courses

- 4.4. In addition to traditional degree modules, the University has a portfolio of short courses.
- 4.5. Short courses cover a wide variety of topics, which can be useful for an individual's professional development.
- 4.6. Course candidates enrolled on short courses have limited access to University services, such as the Library, computer labs and other learning resources.
- 4.7. University students who complete a short course are entitled to a suitable certificate of completion; however, such certificates are not necessarily accredited by the UAE Ministry of Education or the Knowledge and Human Development Authority in Dubai.

Zero credit modules

- 4.8. Some departments within the University may offer zero credit modules. These are short academic modules, which do not contribute towards a student's overall degree credits.
- 4.9. Once enrolled on a zero credit module, students are expected to attend classes, as they would with traditional credit courses.
- 4.10. Upon completion of a degree programme, any zero credit modules completed by the student will be listed on the student's official transcript.