

## Executive Summary

The Academic and Career Entrance (ACE) Reference Guide project focused on producing a practical compilation of background information and documentation pertaining to the delivery of the ACE program, with a view to improving the awareness and understanding of the program and promoting mobility and seamless, inter-college transfer credit for ACE students across the college system. The target audience for the guide is academic managers, registrar and admissions personnel, and others who may have an interest in learning more about the history and the current delivery of the ACE program in the Ontario public college system.

The Academic and Career Entrance program is a grade 12 equivalent program for mature students delivered by all 24 public colleges in Ontario in both English and French, and online via the ACE Distance program. The ACE program enables adult students to complete academic upgrading courses through a flexible, goal-directed program, offered at almost 80 college sites across the province. ACE courses can be used to fulfill admission requirements for access to college postsecondary programs and for apprenticeship registration in Ontario. Although the current version of the ACE program was approved for delivery in 2004, its precursor (Basic Training for Skills Development Level 4) has been offered at all Ontario colleges since the creation of the “community college” system in the late 1960’s.

To inform the development of the ACE Reference Guide, the project began by conducting an environmental scan to investigate a number of elements of ACE program delivery including ACE documentation currently on file at colleges, course codes in use at each college, the status of current delivery compared to the original (2004) approved curriculum, grading and transfer credit processes, and strengths and threats related to the ongoing viability of ACE program delivery. The ACE Environmental Scan report is included as an appendix in this final project report.

The information in the ACE Reference Guide is organized into a number of sections as follows:

- Introduction to the Academic and Career Entrance Program
- ACE Program Environmental Scan - Overview
- Background and History: BTSD to ACE
- ACE Program Development 2002-2004
- Funding for ACE Program Delivery
- ACE Curriculum and Course Outlines: Past, Present and Future
- ACE Certificate and Graduation Requirements
- ACE Course Codes and Titles
- ACE Program Delivery Models
- ACE Distance (online) Delivery
- Mastery Learning and Grading in ACE Courses
- ACE Transfer Credit across Colleges

Several appendices are also included in the guide related to both historical and current ACE program information.

Updating and re-issuing the Academic and Career Entrance documentation to all colleges, in the form of the ACE Reference Guide, provides a consolidated resource to promote consistent, coordinated delivery and student mobility within and across colleges, ensuring that this important pathway into postsecondary for adult students is well-understood and consistently delivered.