

Policy No.	Officer Responsible		
OP.101	Vice-President Academic and Provost		
Policy Name			
Class Size			
Approved by	Replaces	Category	Next Review
SLC	E.101	Academic	April 2021
Date Issued	Date Revised	Related Policies, Reference	
April 25, 2018			

1. PURPOSE

This policy establishes the exceptions to the default class size of thirty-five (35) students per section at Capilano University.

2. SCOPE

Any changes to the default class size of thirty-five (35) students per section will reflect the student limit per instructor stated in the current faculty collective agreement.

3. POLICY

Unless approved by the Vice-President Academic and Provost, on the recommendation of the Academic Leadership, all classes will have a default limit of thirty-five (35) students.

4. CRITERIA FOR EXCEPTIONS

Requests for exceptions to the default class size must be based on one or more of the following criteria:

- a) Safety
- b) Pedagogical consideration
- c) Physical Limitations (such as room size, lab capacity, equipment, etc)

5. OFFICE OF RECORD

The Vice-President Academic and Provost will keep a record of the requests and decisions made under this policy.