

MALASPINA UNIVERSITY-COLLEGE

ENROLMENT REPORT

ACADEMIC YEAR 2001-2002

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MALASPINA UNIVERSITY-COLLEGE

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ACADEMIC YEAR 2001-2002

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AUDITORS' REPORT
ON UNIVERSITY-COLLEGE ENROLMENT

**To the Board of
Malaspina University-College**

We have audited the FTE Enrolment Report of **Malaspina University-College** for the year ended March 31, 2002. This report is the responsibility of the University-College's management. Our responsibility is to express an opinion on this report based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. These standards require that we plan and perform an audit to obtain reasonable assurance whether the FTE Enrolment Report is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the report. An audit also includes assessing the principles used and significant estimates made by management, as well as evaluating the overall presentation.

In our opinion, the attached FTE Enrolment Report presents fairly in all material respects the Full Time Equivalent Enrolments of **Malaspina University-College** for the year ended March 31, 2002, in accordance with the Enrolment Reporting Manual for Colleges and Institutes of British Columbia.

Duncan, BC
July 9, 2002

Chartered Accountants

MALASPINA UNIVERSITY-COLLEGE**ENROLMENT REPORT****ACADEMIC YEAR 2001-2002**

	Full-Time Equivalent Enrolment			
	2001/2002 Funded	2001/2002 Actual	2000/2001 Funded	2000/2001 Actual
Adult Basic Education	653.6	732.0	626.6	648.0
Career/Technical	851.0	793.9	777.0	658.8
University-College	1,676.0	1,582.6	1,583.0	1,771.8
University Transfer	1,250.0	1,250.0	1,250.0	1,250.0
Vocational Studies				
- Ministry of Advanced Education, Training and Technology, funded	863.9	855.3	782.9	824.8
- Industry Training and Apprenticeship Commission, funded	<u>459.8</u>	<u>464.3</u>	<u>457.5</u>	<u>473.6</u>
	<u>5,754.3</u>	<u>5,678.1</u>	<u>5,477.0</u>	<u>5,627.0</u>

MALASPINA UNIVERSITY-COLLEGE

SCHEDULE OF ADULT BASIC EDUCATION

ACADEMIC YEAR 2001-2002

	Full-Time Equivalent Enrolment			
	2001/2002 Funded	2001/2002 Actual	2000/2001 Funded	2000/2001 Actual
Adult Basic Education				
Development level	421.0	530.3	394.0	450.6
Fundamental level	139.0	131.6	139.0	131.0
English language training	<u>48.5</u>	<u>28.7</u>	<u>48.5</u>	<u>24.2</u>
	<u>608.5</u>	<u>690.6</u>	<u>581.5</u>	<u>605.8</u>
Adult Special Education				
Academic skills	5.1	15.3	5.1	19.1
Vocational training	<u>40.0</u>	<u>26.0</u>	<u>40.0</u>	<u>23.1</u>
	<u>45.1</u>	<u>41.3</u>	<u>45.1</u>	<u>42.2</u>
Total	<u>653.6</u>	<u>731.9</u>	<u>626.6</u>	<u>648.0</u>

MALASPINA UNIVERSITY-COLLEGE

SCHEDULE OF CAREER/TECHNICAL

ACADEMIC YEAR 2001-2002

	Full-Time Equivalent Enrolment			
	2001/2002 Funded	2001/2002 Actual	2000/2001 Funded	2000/2001 Actual
Natural Resources				
Forest resource technology	46.0	33.0	46.0	33.0
Resource manager officer	50.0	32.0	32.0	34.0
Fisheries and aquaculture	<u>65.0</u>	<u>39.5</u>	<u>65.0</u>	<u>38.3</u>
	<u>161.0</u>	<u>104.5</u>	<u>143.0</u>	<u>105.3</u>
Managerial				
Business administration	<u>204.0</u>	<u>106.6</u>	<u>204.0</u>	<u>104.8</u>
	<u>204.0</u>	<u>106.6</u>	<u>204.0</u>	<u>104.8</u>
Health				
Continuing health care administration	30.0	11.0	30.0	8.0
Diploma nursing	107.0	113.6	76.0	58.0
Child & youth worker	<u>25.0</u>	<u>28.4</u>	-	-
	<u>162.0</u>	<u>153.0</u>	<u>106.0</u>	<u>66.0</u>
Tourism/Recreation				
Hotel administration	41.0	57.0	41.0	42.0
Tourism management	47.0	41.0	47.0	55.0
Recreational administration	<u>47.0</u>	<u>81.1</u>	<u>47.0</u>	<u>30.0</u>
	<u>135.0</u>	<u>179.1</u>	<u>135.0</u>	<u>127.0</u>
Fine Arts				
Applied arts	95.0	145.5	95.0	143.9
Music	<u>50.0</u>	<u>62.0</u>	<u>50.0</u>	<u>75.0</u>
	<u>145.0</u>	<u>207.5</u>	<u>145.0</u>	<u>218.9</u>
Technical				
Computer systems technician	<u>44.0</u>	<u>43.2</u>	<u>44.0</u>	<u>36.8</u>
	<u>851.0</u>	<u>793.9</u>	<u>777.0</u>	<u>658.8</u>

MALASPINA UNIVERSITY-COLLEGE

SCHEDULE OF ACADEMIC STUDIES

ACADEMIC YEAR 2001-2002

	Full-Time Equivalent Enrolment			
	2001/2002 Funded	2001/2002 Actual	2000/2001 Funded	2000/2001 Actual
University-College				
First and second year				
Academic arts	538.0	391.8	475.0	381.2
Sciences	<u>250.0</u>	<u>250.0</u>	<u>250.0</u>	<u>250.0</u>
	<u>788.0</u>	<u>641.8</u>	<u>725.0</u>	<u>631.2</u>
Third and fourth year				
General arts and sciences	372.0	320.1	367.0	467.9
Education	249.0	204.1	234.0	312.9
Nursing	33.0	98.5	33.0	61.2
Child youth care	76.0	83.2	86.0	162.8
Bachelor of Science	65.0	48.2	65.0	70.2
Computer Science	28.0	13.6	28.0	15.6
Tourism	50.0	68.3	45.0	50.0
Bachelor of Business	<u>15.0</u>	<u>104.8</u>	<u>-</u>	<u>-</u>
	<u>888.0</u>	<u>940.8</u>	<u>858.0</u>	<u>1,140.6</u>
	<u>1,676.0</u>	<u>1,582.6</u>	<u>1,583.0</u>	<u>1,771.8</u>
University Transfer				
First and second year				
Academic arts	1,025.0	1,025.0	1,025.0	1,025.0
Sciences	<u>225.0</u>	<u>225.0</u>	<u>225.0</u>	<u>225.0</u>
	<u>1,250.0</u>	<u>1,250.0</u>	<u>1,250.0</u>	<u>1,250.0</u>

MALASPINA UNIVERSITY-COLLEGE

SCHEDULE OF VOCATIONAL STUDIES

ACADEMIC YEAR 2001-2002

	Full-Time Equivalent Enrolment			
	2001/2002 Funded	2001/2002 Actual	2000/2001 Funded	2000/2001 Actual
Ministry of Advanced Education, Training and Technology, funded				
Natural Resources				
Aquaculture	<u>5.0</u>	<u>19.6</u>	5.0	4.7
	<u>5.0</u>	<u>19.6</u>	<u>5.0</u>	<u>4.7</u>
Administration				
Office administration	167.0	126.3	161.0	128.2
5 month accounting	22.0	-	22.0	1.4
Micro computer	<u>27.0</u>	<u>-</u>	<u>27.0</u>	<u>10.4</u>
	<u>216.0</u>	<u>126.3</u>	<u>210.0</u>	<u>140.0</u>
Education - Early childhood education	<u>53.0</u>	<u>48.4</u>	<u>53.0</u>	<u>52.2</u>
Health				
RN refresher	73.0	83.6	43.0	83.8
Practical nurse	62.0	44.7	47.0	38.7
Continuing care assistance	77.0	66.3	67.0	64.1
Dental assistant	<u>43.5</u>	<u>41.8</u>	<u>43.5</u>	<u>43.2</u>
	<u>255.5</u>	<u>236.4</u>	<u>200.5</u>	<u>229.8</u>
Social				
Human service worker	29.0	35.3	29.0	54.0
Community support worker	<u>26.0</u>	<u>74.0</u>	<u>26.0</u>	<u>32.1</u>
	<u>55.0</u>	<u>109.3</u>	<u>55.0</u>	<u>86.1</u>
Expanded Capacity	<u>109.4</u>	<u>122.8</u>	<u>109.4</u>	<u>128.2</u>
C T C	<u>30.0</u>	<u>26.2</u>	<u>10.0</u>	<u>10.4</u>
Part Time	<u>140.0</u>	<u>164.8</u>	<u>140.0</u>	<u>173.4</u>
	<u>863.9</u>	<u>853.8</u>	<u>782.9</u>	<u>824.8</u>

MALASPINA UNIVERSITY-COLLEGE

SCHEDULE OF VOCATIONAL STUDIES

ACADEMIC YEAR 2001-2002

	Full-Time Equivalent Enrolment			
	2001/2002 Funded	2001/2002 Actual	2000/2001 Funded	2000/2001 Actual
Industry Training and Apprenticeship Commission, funded				
Natural Resources				
Horticulture Program	<u>28.2</u>	<u>33.2</u>	<u>24.2</u>	<u>32.6</u>
Culinary				
Cooking	144.3	159.2	140.3	166.9
Baking	<u>14.0</u>	<u>17.1</u>	<u>14.0</u>	<u>14.3</u>
	<u>158.3</u>	<u>176.3</u>	<u>154.3</u>	<u>181.2</u>
Apprenticeship				
Automotive mechanic	13.2	12.4	13.2	9.9
Heavy duty mechanic	15.5	15.2	13.1	14.3
Carpentry	<u>15.5</u>	<u>10.4</u>	<u>15.4</u>	<u>14.3</u>
	<u>44.2</u>	<u>38.0</u>	<u>41.7</u>	<u>38.5</u>
Personal Services				
Hairdressing	56.0	47.0	56.0	49.1
Barbering	5.0	17.7	-	-
Essential Skills	<u>8.0</u>	<u>5.1</u>	-	-
	<u>69.0</u>	<u>69.8</u>	<u>56.0</u>	<u>49.1</u>
Construction/Repairs				
Appliance repairs	14.3	17.8	12.3	16.5
Resident construction	23.0	18.4	23.0	25.7
Welding	<u>51.0</u>	<u>49.3</u>	<u>50.0</u>	<u>47.2</u>
	<u>88.3</u>	<u>85.5</u>	<u>85.3</u>	<u>89.4</u>
TRAC				
Common core	12.0	10.4	12.0	10.1
Occupational special	<u>84.0</u>	<u>74.8</u>	<u>84.0</u>	<u>72.7</u>
	<u>96.0</u>	<u>85.2</u>	<u>96.0</u>	<u>82.8</u>
	<u>484.0</u>	<u>488.0</u>	<u>457.5</u>	<u>473.6</u>

MALASPINA UNIVERSITY-COLLEGE

NOTES TO THE ENROLMENT REPORT

ACADEMIC YEAR 2001-2002

1. Audit Objectives

Our examination was conducted to ensure that the reported Full-Time Equivalents (FTE's) are not misstated by a material amount, using guidelines issued by the Minister of Advanced Education which require an 85% confidence level that FTE's are not overstated by a net amount of more than 3%.

2. Audit Procedures

Critical factors verified included:

- that the student was registered as at the last date to add courses
- contact hours per student per course
- that the courses existed and were approved for funding
- accumulate of FTE's
 - clerical accuracy of extensions and additions
 - appropriateness of divisors in converting student contact hours to FTE's
 - information agreed to career/technical and vocational program files
- that the student fees were appropriate and paid.