



Carlton Trail
College.
discover your future



Annual Report
2019–20



Table of Contents

| | |
|---|-----------|
| Letter of Transmittal | 01 |
| Message from the Board of Directors | 02 |
| Board Members and Meeting Dates | 03 |
| Message from the President & CEO | 04 |
| 2019–20 Achievements | 06 |
| Student Overview | 10 |
| Strategic Priorities | 12 |
| Strategic Map | 12 |
| Balanced Scorecard Outcomes | 14 |
| Staff Directory | 18 |
| Programs and Services | 20 |
| Programming Activity | 20 |
| Skills Training - Industry Credit Programs | 21 |
| Skills Training - Institute Credit Programs | 22 |
| Adult Basic Education | 23 |
| Business, Industry & Community Programs | 24 |
| English as a Subsequent Language (ESL) | 25 |
| Student Services | 25 |
| Student Services Areas of Focus | 26 |
| Enrolment and Performance | 27 |
| Comprehensive Enrolment by Program Group | 27 |
| Comprehensive Enrolment by Program Group – Humboldt | 28 |
| Comprehensive Enrolment by Program Group – Watrous | 29 |
| Comprehensive Enrolment by Program Group – Wynyard | 30 |
| Equity Participation Enrolments by Program Group | 31 |
| Student Success by Program Group | 32 |
| Equity Participation Completers and Graduates | 33 |
| Performance Measures | 34 |
| Audited Financial Statements | 36 |
| Terms and Definitions | 65 |
| Program Groups | 66 |



Carlton Trail College respectfully acknowledges that we are situated within Treaty 4 and 6 territories, traditional lands of Indigenous and Metis people.

LETTER of Transmittal

October 27, 2020

Minister of Advanced Education
Room 307 Legislative Drive
Legislative Building
Regina, SK S4S 0B3

Dear Minister of Advanced Education:

It is our pleasure to submit, herewith, the Annual Report of Carlton Trail College for the fiscal year ended June 30, 2020, including duly certified financial statements of College operations, all in accordance with Section 16 of the Regional Colleges Act and Section 14 of the Regional College Regulations.



Glenn Hepp

Former Chair (Retired), Board of Directors
Carlton Trail College



Adrienne Jackson

Chair, Board of Directors
Carlton Trail College

MESSAGE

from the Board of Directors



Glenn
Hepp

Former Chair (Retired)

Filled with milestone moments and incredible challenges, this academic year will be remembered for how it impacted just about every aspect of life for our learning community—and for citizens around the world—as we all braced to adapt to the COVID-19 pandemic.

As we choose to focus on the positive and reflect on another year of accomplishment at Carlton Trail, the extraordinary effort undertaken across the institution to transition programs and services was unprecedented. Instructors, staff and administrators were committed in their efforts to put the interests of students first, so that they could—wherever possible—successfully complete their studies. In doing so, Carlton Trail College sustained its core mission to serve our students, business, industry and community partners through innovation, dedication, accountability and integrity.

In addition, Board recruitment efforts resulted in new members joining our governance team, bringing with them a wealth of knowledge and experiences. We remained committed to strengthening our institutional processes, and continued working with our guiding Ministries, sector partners and College administrators to explore, pivot, and safely prepare for opportunities in a post-pandemic future.

This was my final year as Chair of Carlton Trail College and it has been a privilege to have served with such a capable Board and administrative team. Moving forward, I feel confident that Carlton Trail College is prepared to help students, industry and communities find prosperity and success... and I offer you my very best.



BOARD MEMBERS

| | |
|--|--|
| Glenn Hepp Chair, <i>Humboldt</i> | Adrienne Jackson Vice Chair, <i>Wynyard</i> |
| Evan Doepker Director, <i>Annaheim</i> | Sandy Flory Director, <i>R.M. of Wolverine</i> |
| Shaun Haskey Director, <i>Wadena</i> | Gordon Lees Director, <i>Humboldt</i> |
| Sommer MacLeod Director, <i>Wadena</i> | |

MEETING DATES

| | |
|--------------------|--------------------|
| September 24, 2019 | Humboldt |
| October 22, 2019 | Humboldt |
| November 26, 2019 | Humboldt |
| January 28, 2020 | Humboldt |
| March 23, 2020 | Teleconference |
| April 3, 2020 | Teleconference |
| April 28, 2020 | Teleconference |
| May 26, 2020 | Teleconference |
| June 23, 2020 | Teleconference |
| June 23, 2020 | AGM Teleconference |
| June 29, 2020 | Teleconference |



Shelley Romanyszyn-Cross

President & CEO

Fostering relationships within our region remained a priority for the College, and I was pleased to represent our institution as a signatory with the Prairie Rivers Reconciliation Committee's Reconciliation Declaration. Alongside 21 other signatories at One Arrow First Nation, we committed to furthering our reconciliation efforts, recognizing that we all are stronger, together. Alongside our College peers, we also joined a renewed Association of Regional Colleges network, lending our voice and expertise to a dedicated group working towards a common vision of College education in Saskatchewan. Relying on the cooperation of our business and industry community to help determine areas of focus to guide our education and training efforts, we also released a regional labour market report, lauded by Colleges and Institutes Canada.

We continued as an institutional sponsor for the system-wide Enterprise Resource Planning project, successfully piloted an innovative essential skills training opportunity, enabling learners to more easily "ladder" into further education or employment and, while we were unable to tour the Minister of Advanced Education around our campus in-person, we were pleased to communicate with her and her team directly via video-conference as they continued efforts to support key operations during this extraordinary time.

Carlton Trail College also experienced governance transition in 2019-2020, seeing the departure of long-standing Board Chair, Glenn Hepp, and the addition of new Board members Sandy Flory, Shaun Haskey and Gordon Lees. On behalf of the College community, our sincere appreciation is extended to Glenn Hepp for his years

MESSAGE

from the President & CEO



For almost 50 years, Carlton Trail College has been enriching lives, preparing individuals for meaningful employment and strengthening the development of our economy and the communities we serve. Over this past year, we continued to advance these activities, expanding our partnerships and working closely within our sector as we adapted to many of the challenges presented by COVID-19.



of service, and we look forward to engaging with our renewed Board.

While the impacts of COVID-19 cannot be discounted and impacted decision-making into our 2020-2021 year, I want to stress that this is our pre-pandemic story. Next year, our report will outline how we faced many of the challenges and opportunities presented by the pandemic, especially as we began our first, full academic year implementing enhanced health, safety and learning protocols.

I wish to extend deep gratitude to the entire Carlton Trail College team for the successes highlighted in this report—and to our students, partners and stakeholders for their support. We look forward to “meeting you where you are” to continue to deliver meaningful, lifelong learning opportunities.



Photo: Reconciliation Declaration Signing

Made a transformative shift to deliver programs and services through virtual and alternate means due to the pandemic.

92% of students successfully completed their studies or graduated from their respective programs.

Working with industry partner BHP, Carlton Trail College continued to promote and administer the Jansen Project's 2019 high school and First Nations youth scholarship programs,

distributing \$75,000 in scholarships to 28 learners.

Strong focus on skills training resulted in

84% of students acknowledging the direct relevance of their program to future job opportunities.

Practicums, clinicals and work placement experiences are tied to all skills-based training programs.

Carlton Trail College and the Touchwood Agency Tribal Council agreed to collaboratively

strengthen access to learning and employment opportunities within the region

by co-sharing space and access to services at the College's Four Winds Learning Centre in Punnichy.

The College gained official charitable status

from the Canada Revenue Agency, permitting enhanced fundraising opportunities in support of its student awards program while also providing assurance to donors that the College is held to the strictest of standards when doing so.

2019–20

Achievements

Working together to introduce high school students to trades-based skills and career opportunities, an innovative experiential learning

partnership between the College and Horizon School Division marked 10 years of success in 2020.

Since the partnership began, over 200 high school students have participated in welding courses at Carlton Trail College's trades facility in Humboldt.

As a strategic partner in a training venture designed to help workers impacted by the shifting job market, the College participated in the provincial *Workforce Development Training Voucher Pilot for Unemployed Workers* program,

providing 30 qualified participants with over \$300,000 of targeted workforce training opportunities.

Although the pandemic forced the cancellation of the College's end-of-year celebrations, many programs

found unique ways to acknowledge the achievements of graduates,

while respecting public health guidelines.

Indigenization efforts were advanced

through the College's continued participation with the Prairie Rivers Reconciliation Committee and the signing on to the group's historic Reconciliation Declaration.

Fostering Economic Growth & Prosperity with Regionalized Data

To better understand projected skills shortages and workforce issues within its region, Carlton Trail College developed and released a one-of-a-kind report highlighting regionalized, labour market information.

Employers across the region were asked about their current and projected human resource needs, the demographics of their workforce, recruitment strategies and challenges as well as their perspective on candidate skills, education and training. Responses were balanced with demographic, industry and employment data from sources such as Statistics Canada, the Ministry of Immigration and Career Training and the Saskatchewan Bureau of Statistics.

Praised by Colleges and Institutes Canada (CICan), the report was featured as part of CICan's Sustainable Development Goals Spotlight, showcasing how Canadian colleges and institutes are working to meet the United Nations Sustainable Development Goals.

This information will help the College in preparing future educational and training opportunities, as well as inform regional employers of skills and jobs that will continue to be in demand.



Encouraging Success Through Student Awards & Recognition

Thanks to the generosity of committed donors and partners, \$81,000 was awarded in scholarships, bursaries and emergency aid to Carlton Trail College students.

72 awards totalling \$54,500 were distributed in December 2019. A further 10 emergency aid bursaries totalling \$5,000 was provided to students who demonstrated urgent financial need due to unanticipated impacts arising from the pandemic.

With the goal of advancing a skilled and inclusive workforce in the trades, a special partnership with Saskatchewan Polytechnic also saw both institutions cooperate to award five, targeted bursaries totalling \$21,500 to eligible students within targeted demographic sectors of the population.

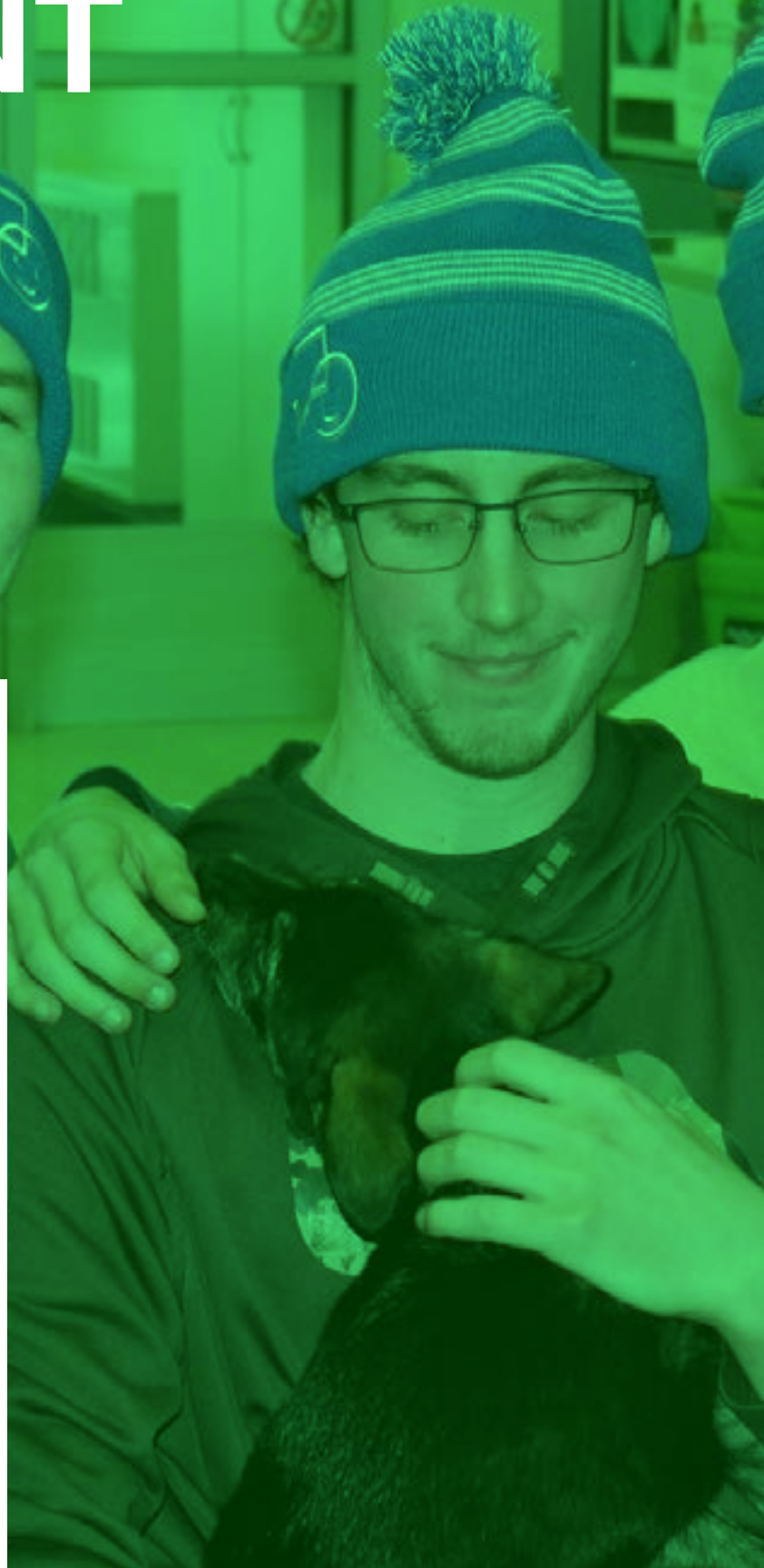
Student awards are funded through donations and sponsorships from individuals, businesses, agencies and organizations. These contributions are matched by the government-funded Saskatchewan Innovation and Opportunity Scholarship program.



| |
|---|
| Walker Wood Foundation |
| Michel's Industries Ltd. |
| Schulte Industries Ltd. |
| Flaman Industries |
| Saskatoon Co-operative Association Ltd. |
| Midway Co-op |
| Humboldt Smiles Dental Studio |
| Olymel (Humboldt) |
| RBC |
| Bourgault Industries Ltd. |
| CMI Terminal Inc. |
| Coleen Bowman, CPA Professional Corp. |
| Melron Service Ltd. |
| City of Humboldt |
| Carlton Trail College Employee Contributions |

STUDENT

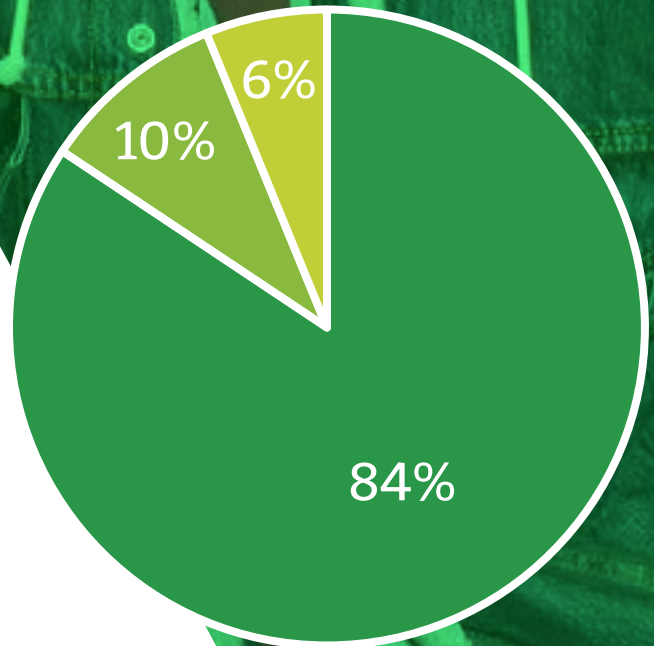
Overview





1581 STUDENTS

- ESL
- Basic Education
- Skills Training



STRATEGIC GOALS

Client Outcomes

To achieve educational leadership in life-long learning

C

Internal Process

by delivering excellent programs and services

I

People, Learning & Leadership

through inspired and committed people

P

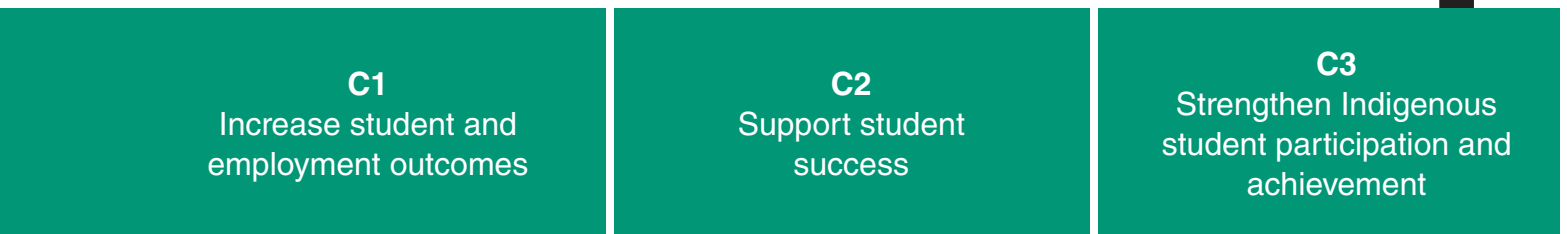
Stewardship

effectively and efficiently leveraging our resources.

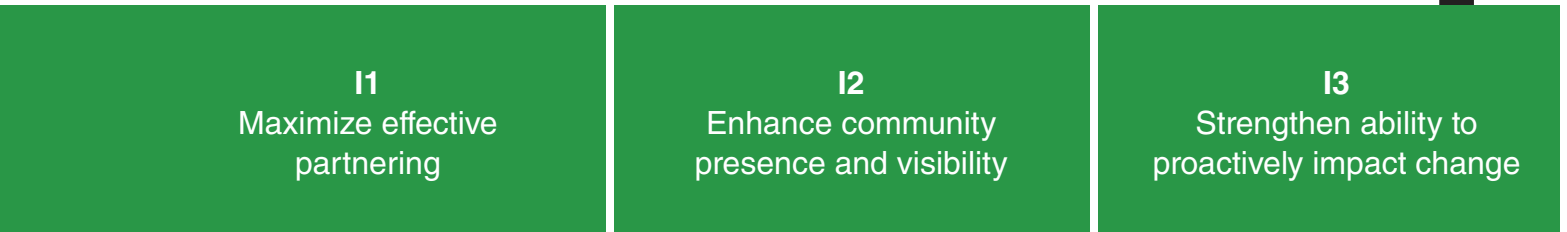
S



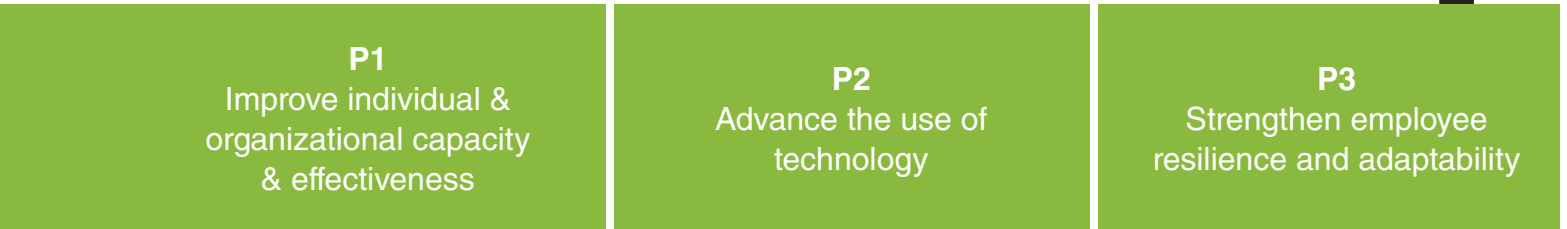
1. Achieve student & employer success



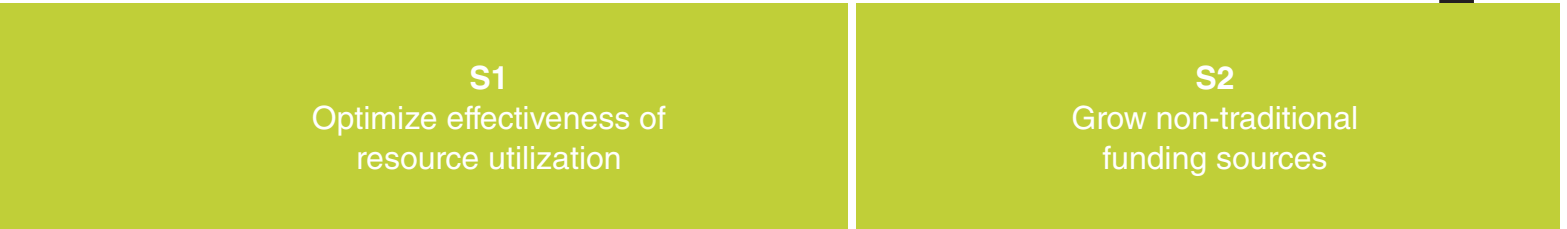
2. Maximize presence within our community and sector



3. Build a culture of learning, resiliency, and improvement



4. Responsibly manage resources



BALANCED SCORECARD OUTCOMES

Client Outcomes

Achieve student and employer success

| OBJECTIVE | C1 | Increase student and employment outcomes | | |
|--|----|--|---------|---|
| MEASURE | | 2019-20 TARGET | OUTCOME | |
| Student Headcount Enrolment as of 30 days after start of program (compared to capacity) of Institute credit programs | → | 88% | → | 67% |
| Labour Force Participation Rate Percentage of students employed after completion of program. From follow up stats for Institute credit programs and ABE credit programs: 60-90 day 1 year 2 year | → | Institute Credit: 72.4% (60-90 days) 92% (1 year) 80% (2-year) ABE Credit: 46% (60-90 days) 57% (1 year) 50% (2 year) | → | Institute Credit employment rate: 72% (60-90 days) (87% contact rate) 77% (1 year) (68% contact rate) 89% (2 year) (83% contact rate) ABE employment rate: 20% (60-90 days) (63% contact rate) 30% (1 year) (59% contact rate) 43% (2 year) (47% contact rate) |
| OBJECTIVE | C2 | Support student success | | |
| MEASURE | | 2019-20 TARGET | OUTCOME | |
| Quality of Student Experience Maintain student satisfaction reported in exit survey | → | ≥ 90% | → | 88% Responded Satisfied or Very Satisfied |
| OBJECTIVE | C3 | Strengthen Indigenous student participation and achievement | | |
| MEASURE | | 2019-20 TARGET | OUTCOME | |
| Credentials Awarded (graduates & completers) Institute credit programs ABE credit programs | → | Institute Credit: 70% ABE Credit: 65% | → | Institute Credit: 74% ABE Credit: 68% |
| Participation Rate Indigenous student participation in Institute credit programming (Based on total Institute enrolment of FT, PT & Casual) | → | 30% | → | 56% |

Internal Process

Maximize presence within our communities and sector

| OBJECTIVE | I1 | Maximize effective partnering | |
|---|----|---|------------------------------|
| MEASURE | | 2019-20 TARGET | OUTCOME |
| Job Grant Number of employers accessing programming through the College | → | 9 Employers | → 4 Employers |
| OBJECTIVE | I2 | Enhance community presence and visibility | |
| MEASURE | | 2019-20 TARGET | OUTCOME |
| Community Engagement Number of staff participating on external Boards or committees | → | 20 Staff | → 26 Staff |
| OBJECTIVE | I3 | Strengthen ability to proactively impact change | |
| MEASURE | | 2019-20 TARGET | OUTCOME |
| Financial Savings As a result of collaboration | → | \$30,000 | → Measured Annually \$23,375 |

BALANCED SCORECARD OUTCOMES

People, Learning & Leadership

Build a Culture of Learning, Resiliency and Improvement

| OBJECTIVE | P1 | Continue improving individual and organizational capacity and effectiveness | | |
|--|----|---|---|---|
| MEASURE | | 2019-20 TARGET | | OUTCOME |
| Professional Development Amount of training and development dollars expended | → | \$28,769 (Board & Staff) | → | Year Total: \$13,815 |
| OBJECTIVE | P2 | Advance the use of technology | | |
| MEASURE | | 2019-20 TARGET | | OUTCOME |
| Use of Technology Number of employees using Cloud-based and shared technology | → | 90% | → | Measured annually 100% of staff are using Cloud technology |
| OBJECTIVE | P3 | Strengthen employee resilience and adaptability | | |
| MEASURE | | 2019-20 TARGET | | OUTCOME |
| College Absenteeism Rate Absenteeism rate includes: sick time, pd medical >0.5 day & PN Total absence / total hours worked. Includes staff and instructors | → | > 2.86% | → | Measured Annually 1.09% |

Staff Training Leads to Increased Mental Health Resilience Strategies

To address and promote mental health and reduce the stigma of mental illness within educational settings, Carlton Trail College staff participated in targeted training to enhance strategies that foster a supportive learning community.

With the support of the Ministry of Advanced Education, College staff participated in The Inquiring Mind - Post Secondary evidence-based training alongside peers from across the province. Adapted from the Mental Health Commission of Canada's model, this training focused on equipping post-secondary staff with additional skills to help individuals maintain mental health and improve their personal resilience and coping strategies.

With the onset of the COVID-19 pandemic and a Ministerial focus on supporting the mental health of post-secondary students, two staff from Carlton Trail College successfully completed this training, enriching the College's ability to provide effective support for mental health challenges.

Stewardship

Responsibly Manage Resources

| OBJECTIVE | S1 | Optimize efficient use of resources | | |
|--|----|---|---|--|
| MEASURE | | 2019-20 TARGET | | OUTCOME |
| <p>Continuous Improvement Number of employee-led Continuous Improvement activities</p> | → | <p>3 Activities</p> | → | <p>7 Activities</p> <ul style="list-style-type: none"> • Board Manual/Orientation • Student follow-up process • Graduation process • Skills training registration process • Annual report development • Move to paperless work environment • Virtual intake & assessment process |
| OBJECTIVE | S2 | Grow non-traditional funding sources | | |
| MEASURE | | 2019-20 TARGET | | OUTCOME |
| <p>Identification of funds generated beyond Provincial funding letter:</p> <p>Revenue generated from non-government contract training:</p> <ul style="list-style-type: none"> • Institute credit • Industry credit & non-credit • ABE credit & non-credit | → | <p>\$282,000</p> <p>\$120,000</p> <p>\$97,700</p> | → | <p>\$333,274</p> <p>\$203,820</p> <p>\$18,125</p> |
| <p>Identification of funds generated beyond Provincial funding letter:</p> <p>Revenue generated from government-based contracts:</p> <ul style="list-style-type: none"> • Provincial • Federal • Provincial other | → | <p>\$200,000</p> <p>\$215,495</p> <p>\$104,500</p> | → | <p>\$219,075</p> <p>\$234,882</p> <p>\$113,802</p> |

STAFF DIRECTORY

| | | | |
|--|---|---|---|
| Kevin Ackerman Power Engineering Instructor | Josh Haugen ESL Instructor | Donna Krause Account Payable Clerk | Christine Simle Continuing Care Assistant Instructor |
| Paul Beaubien Office Administration Instructor | Marina Haugerud Registration Associate | Dianne LaRocque Workplace Essential Skills Instructor | Carol Sommer Continuing Care Assistant Instructor |
| Ernest Bolingbroke Adult Basic Education Instructor | Tyson Healey Systems Administrator | Shannon Linnen Continuing Care Assistant Instructor | Damon Steadman Student Advisor |
| Craig Bott ESL Instructor | Tammy Hendry Program Clerical Support | Izhar Malakhail ESL Instructor | Erika Stebbings Continuing Care Assistant Instructor |
| Duncan Brawn ESL Instructor | Dave Hoef Security Officer Instructor | Jocelyn McArthur Practical Nursing Instructor | Marilee Sterner Math Instructor |
| Jennifer Brooks Development & Communications Manager | Susanne Hoffman Accounting Technician | Jeanette McKay Early Childhood Education Instructor | Doreen Stevens Senior Accounting Technician |
| Andy Burgess VP Finance | Julie Hofmann Office Administration Instructor | Christin McPhee Practical Nursing Instructor | Meryl Swinburson Program Delivery Associate |
| Paula Carnago Continuing Care Assistant Instructor | Dwayne Iron Institutional Cooking Instructor | Lacey Meddins Practical Nursing Instructor | Leanne Sylvestre Executive Assistant |
| Kandace Chopty Office Administration Instructor | Carol Jackson Program Delivery Associate | Jadah Mensch Practical Nursing Instructor | Chantal Tait Student Advisor |
| Murray Cook Welding Instructor | Carolyn Janidlo Early Childhood Education Instructor | Fred Novecosky Training Consultant | Ruth Thiessen Program Delivery Associate |
| Vanessa Dauk Payroll Technician | Patricia Joa ESL Instructor | Angelita Okemau Workplace Essential Skills Instructor | Denise Thoner Program Facilitator |
| Ed DeGooijer Power Engineering Instructor | Randy Jordan Framing/Construction Worker Preparation Instructor | Darlene Purshega Program Facilitator | Rachel Trann Adult Basic Education & Student Services Manager |
| Lynn Eaton Adult Basic Education Instructor | Sherri Jule Continuing Care Assistant Instructor | Susan Reiter Office Administration Instructor | Sheri Ulrich Executive Assistant |
| Nicola Finnon Program Facilitator | Shirley Kallichuk Adult Basic Education Instructor | Richard Renneberg Facilities Technician | Kerry Vanvaals Early Childhood Education Instructor |
| Dawn Fleming Early Childhood Educational Instructor | Duane Keleman Adult Basic Education Instructor | Nicole Robbescheuten Practical Nursing Instructor | Vanessa Wolfe-Poorman Workplace Essential Skills Instructor |
| Deanna Gaetz Business & Skills Training Manager | Marla Kelln ESL Instructor | Shelley Romanyszyn-Cross President & CEO | Amy Yeager VP Administration |
| Kim Gellner Program Delivery Associate | Nicole Kinzel Student Advisor | Rosalie Ronellenfitsch Training Consultant | Raelene Yeager Program Delivery Associate |
| Garth Gudnason Electrician Instructor | Cristina Knihnitski Practical Nursing Instructor | Connie Rothlander Program Delivery Associate | Ed Yee Adult Basic Education Instructor |
| Stacey Hanmer Continuing Care Assistant Instructor | Val Koroluk Marketing Facilitator | Jessica Sanden Practical Nursing Instructor | Orfi Yturralde Educational Technologist |
| Cheryl Harmsworth ESL Instructor | Sandra Korte Receptionist | Stephanie Schoettler Literacy Facilitator | Melanie Zimmer Student Advisor |
| Cortney Hartl Program Delivery Associate | Amanada Kosokowsky Administrative Assistant | | |



Staff participate in Green Shirt Day



FULL-TIME EQUIVALENTS



2017–18

27.64

2018–19

28.06

2019–20

27.74

In 2019–20, Carlton Trail College operated with 7.8 FTE Out-of-Scope staff and 37.61 FTE In-Scope staff.

Note: This FTE breakdown does not include instructional staff



PROGRAMS & SERVICES

57% of Saskatchewan’s forecasted job openings will require a high school diploma, occupation-specific training or a post-secondary certificate, diploma or apprenticeship training.

Carlton Trail College is committed to serving its learners effectively through three campus locations found in Humboldt, Watrous and Wynyard. The Four Winds Learning Centre, located in Punnichy, also serves as a program “hub” for communities and First Nations in the area. As well, programs and services are delivered in many other locations throughout the region to meet local needs. In response to the pandemic, Carlton Trail College made a transformative shift to delivering its programs and services through virtual and alternate means.

Through relevant, responsive programs and services, we strive to support student success, serve regional business, industry and communities, enhance organizational effectiveness and responsibly manage our institutional resources. However, as the final quarter of our academic year did not enable us to offer anticipated programming, a decrease was experienced in total class numbers, students and participant hours.

PROGRAMMING ACTIVITY

| | Classes | Students | Participant Hours |
|---------|---------|----------|-------------------|
| 2017-18 | 236 | 1,729 | 202,180 |
| 2018-19 | 236 | 2,022 | 224,923 |
| 2019-20 | 158 | 1,581 | 213,356 |



Special Feature

LEARN WHERE YOU ARE

Regional Colleges Support Rural Students and Industry

BY INDUSTRY WEST STAFF



Carlton Trail College... (text partially obscured)

SKILLS TRAINING

Industry Credit Programs

Carlton Trail College's industry credit programs strive to meet the needs of regional business, industry, Indigenous communities and stakeholders.



Due to higher demand for Industry Credit programs with Indigenous partners, Indigenous learner enrolments **increased by 29%**.



47 individuals were trained in Canadian Restricted Firearms Safety and Hunter Education courses.



In April, a partnership with the Saskatchewan Volunteer Firefighter Association resulted in **13 new departments and 194 new members accessing online firefighting training**. Due to the College's ability to support this online training, a **79% increase** in participants was realized.



Funding received through the *Workforce Development Training Voucher Pilot for Unemployed Workers* program supported 23 individuals to receive their Class 1 Commercial License through Saskatchewan's mandatory entry-level driver training.



4 employers within Carlton Trail College's region received **Canada-Saskatchewan Job Grant** funding.

- » 1A Truck Driver Training
- » Babysitting Training
- » Canadian Firearms and Hunter Education
- » Concrete Construction
- » Essentials of Fire Fighting
- » First Aid/CPR
- » Food Safe
- » General Welding
- » Industry Safety Training
- » Introduction to Carpentry
- » Power Engineering 5th Class
- » Power Engineering Fireman Level
- » SCOT Construction Safety Training
- » Transportation of Dangerous Goods
- » Welding Upgrader
- » WHMIS



SKILLS TRAINING

Institute Credit Programs

Carlton Trail College offered a variety of full-time and part-time Institute Credit programs, primarily brokered through Saskatchewan Polytechnic. Most programs were financed from provincial funding resources received from the Ministry of Immigration and Career Training, while additional programs were delivered on a cost-recovery basis or via partner agreements with third parties.



The unforeseen cancellation of one institute credit program due to COVID-19 resulted in lower overall Indigenous enrolments, but a **5% increase in Indigenous graduates** was achieved over the previous year. Partnerships and supports from Indigenous communities continue to be contributing factors in increased student success.



There continued to be a high demand for healthcare workers within the region. Three full-time Continuing Care Assistant programs were held in Humboldt, Punnichy and Wynyard during 2019-2020. A part-time Primary Care Paramedic program was completed and a cohort of Practical Nursing students finished Semester 3 of their two-year program. Even though COVID-19 created challenges for students to complete required labs and clinical placements, accommodations were made so these much-needed front-line workers were able to stay on track towards scheduled program completion.



Institute Credit Indigenous partnership programs included Early Childhood Education, Continuing Care Assistant, Construction Worker Preparation, Security Officer and Institutional Cooking.



- » Construction Worker Preparation
- » Continuing Care Assistant
- » Early Childhood Education
- » Electrician
- » Institutional Cooking
- » Office Administration
- » Power Engineering Technician
- » Practical Nursing
- » Primary Care Paramedic
- » Welding
- » Security Officer

ADULT BASIC EDUCATION

Adult Basic Education (ABE) refers to a range of programs and services that help learners gain the foundational skills needed to find employment or the credentials required to enter post-secondary education.

To help learners fine-tune their skills and abilities for work, further learning and life, Carlton Trail College also integrates Essential Skills courses as part of its Basic Education programming. This approach meets the needs of individuals who may have numerous barriers to address, while also preparing participants for the practical realities of further education or employment. Through the College's strong community partnerships, students often put their learning to work through employment placements with regional businesses and organizations.



A total of **117 full-time** and **47 part-time students** were served through the College's ABE programming in 2019-2020.



In partnership with Muskowekwan First Nation, Carlton Trail College implemented a four-week, intensive **Employability and Essential Skills pilot program**, designed to transition individuals from Essential Skills learning directly into an Institutional Cooking skills training program. This pilot encouraged learners to set clear and actionable employment plans, while also helping to address barriers so that success could be realized.



The College successfully **delivered 10 programs in seven locations:** Humboldt, Punnichy, Muskowekwan First Nation, One Arrow First Nation, Wadena, Wakaw and Wynyard.

To continue to meet learners where they are, the College worked closely with Fishing Lake First Nation, as well as industry partner BHP, to shift an ABE Adult 12 program from Wynyard, to Wadena, to address transportation concerns identified by Fishing Lake First Nation learners.

From this partnership, **100% of the Essential Skills pilot program learners successfully transitioned** into the Carlton Trail College-Muskowekwan First Nation Institutional Cooking skills training program.



A strategic partnership with the **Mining Industry Human Resources Council** resulted in the delivery of Mining Essentials - A Work Readiness Training Program for Indigenous People at the College's learning location in Punnichy. Students who enrolled in this Essential Skills training also participated in work placement opportunities at BHP Jansen's Discovery Lodge, successfully transitioning to employment with the employer after program completion.



BUSINESS, INDUSTRY & COMMUNITY

Non-Credit Courses

Considering the needs within the region, Carlton Trail College's business, industry and community Non-Credit courses are designed for people who want to learn new skills, upgrade existing skills or develop personal interests. While they may not qualify for Institute or Industry credit, many courses are offered in partnership with local, provincial or national organizations and may be recognized by industry or prospective employers. A variety of Non-Credit courses in business, computers/technology, health, safety, trades and general interest were offered.



Three Heavy Equipment Operator programs were successfully delivered within the region in 2019-2020. One-third of participants were funded through the *Workforce Development Training Voucher Pilot for Unemployed Workers* program.



At the onset of COVID-19, increased promotion took place for online training opportunities through Ed2Go, UGotClass and other online training partners to provide alternatives to the Non-Credit, face-to-face courses that had to be cancelled.



24 individuals participated in a 'Solar Energy in Saskatchewan' workshop to learn more about this alternate energy option.



ENGLISH AS A SUBSEQUENT LANGUAGE

To support individuals and families settling within the region, Carlton Trail College provided a range of services to transition newcomers to the workforce and to community life.



54 individual language assessments were completed over 2019-2020.



87% of ESL learners remained actively engaged in their distance and virtual language programming after in-person classes were suspended due to the provincial pandemic lockdown.



In its ninth year and in partnership with the Humboldt Regional Newcomer Centre, Safe Communities Humboldt & Area, local presenters and sponsors, the College proudly supported the delivery of **winter preparedness clinics** to newcomers and their families within the region.



Volunteers are a vital part of the College's ESL programming, with **nine classroom volunteers** and **four one-on-one tutors** regularly volunteering their time to the 2019-2020 program.

STUDENT SERVICES

The College's Student Services team plays an integral role in encouraging learner success and improving program outcomes by:

- Helping students transition into further education and/or meaningful employment;
- Providing early intervention and prevention services (e.g. learning issues, academic concerns, mental health issues, financial challenges and other barriers);
- Offering collaborative supports through information-sharing, linkages and referrals to community supports; and
- Providing crisis intervention services to address personal and academic barriers.

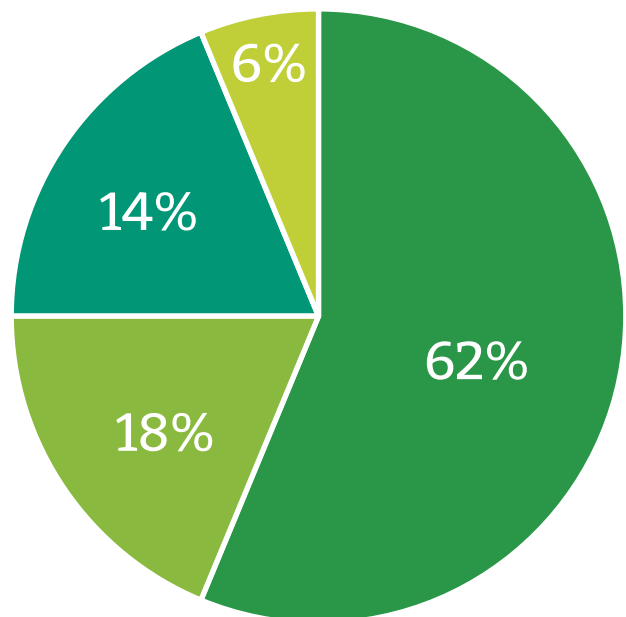


With 19 other post-secondary institutions, College staff participated in the Healthy Campus Saskatchewan Community of Practice, working collaboratively within the sector to support the health and wellbeing of post-secondary students.



2019–20 STUDENT SERVICES AREA OF FOCUS

- Basic Needs/
Lifeskills
- Personal Support/
Crisis Intervention
- Funding/
Financial Counselling
- Academic Support/
Transition Services



Comprehensive Enrolment by Program Group

Enrolment & Performance

| Program Groups | Actuals | | | | | | | | | |
|--|------------------|------------------|----------------------|---------------|------------------|------------------|----------------------|---------------|---|---|
| | 2018-19 | | | | | 2019-20 | | | | |
| | Student Enrol FT | Student Enrol PT | Student Enrol Casual | FLEs | Student Enrol FT | Student Enrol PT | Student Enrol Casual | FLEs | | |
| Basic Education | | | | | | | | | | |
| BE Credit: | | | | | | | | | | |
| Academic GED | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Adult 12 | 55 | 12 | 0 | 68.17 | 63 | 12 | 0 | 75.71 | | |
| Adult 10 | 14 | 3 | 0 | 15.72 | 16 | 5 | 0 | 17.70 | | |
| Total BE Credit | 69 | 15 | 0 | 83.89 | 79 | 17 | 0 | 93.40 | | |
| BE Non-Credit: | | | | | | | | | | |
| Employability/Life Skills | 48 | 36 | 0 | 31.23 | 38 | 30 | 0 | 24.64 | | |
| English Language Training | 0 | 133 | 0 | 13.48 | 0 | 98 | 0 | 19.91 | | |
| General Academic Studies | 0 | 5 | 0 | 1.57 | 0 | 0 | 0 | 0.00 | | |
| Total BE Non-Credit | 48 | 174 | 0 | 46.29 | 38 | 128 | 0 | 44.54 | | |
| Total Basic Education | 117 | 189 | 0 | 130.18 | 117 | 145 | 0 | 137.95 | | |
| Skills Training | | | | | | | | | | |
| Institute Credit: | | | | | | | | | | |
| Sask Polytechnic | 106 | 95 | 0 | 140.63 | 115 | 60 | 1 | 130.21 | | |
| Other | 14 | 0 | 0 | 7.61 | 21 | 0 | 0 | 10.19 | | |
| Total Institute Credit | 120 | 95 | 0 | 148.24 | 136 | 60 | 1 | 140.40 | | |
| Industry Credit: | | | | | | | | | | |
| Total Industry Credit | 0 | 124 | 915 | 34.69 | 0 | 143 | 721 | 26.89 | | |
| Non-Credit: Industry, Community/Individual, Personal Interest | | | | | | | | | | |
| Total Non-Credit | 11 | 33 | 418 | 15.29 | 0 | 32 | 226 | 5.74 | | |
| Total Skills Training | 131 | 252 | 1333 | 198.22 | 136 | 235 | 948 | 173.03 | | |
| University | | | | | | | | | | |
| University Credit: | | | | | | | | | | |
| Total University Credit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| Total University | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |

| | | | | | | | | |
|------------------------|------------|------------|-------------|---------------|------------|------------|------------|---------------|
| Total Enrolment | 248 | 441 | 1333 | 328.40 | 253 | 380 | 948 | 310.98 |
|------------------------|------------|------------|-------------|---------------|------------|------------|------------|---------------|

Comprehensive Enrolment by Program Group – Humboldt

| Program Groups | | Actuals | | | | | | | | | | | | | | | | | | | | |
|------------------------|--|------------------|------------------|----------------------|---------------|------------------|------------------|----------------------|---------------|------------|------------|------------|---------------|------------|------------|------------|---------------|---|---|---|---|---|
| | | 2018-19 | | | | | 2019-20 | | | | | | | | | | | | | | | |
| | | Student Enrol FT | Student Enrol PT | Student Enrol Casual | FLEs | Student Enrol FT | Student Enrol PT | Student Enrol Casual | FLEs | | | | | | | | | | | | | |
| Basic Education | BE Credit: | | | | | | | | | | | | | | | | | | | | | |
| | Academic GED | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Adult 12 | 55 | 12 | 0 | 68.17 | 63 | 12 | 0 | 75.71 | 16 | 5 | 0 | 17.70 | 79 | 17 | 0 | 93.40 | | | | | |
| | Adult 10 | 14 | 3 | 0 | 15.72 | 48 | 25 | 0 | 30.02 | 38 | 22 | 0 | 22.58 | 38 | 22 | 0 | 22.58 | | | | | |
| | Total BE Credit | 69 | 15 | 0 | 83.89 | 117 | 178 | 0 | 128.97 | 117 | 137 | 0 | 42.49 | 117 | 137 | 0 | 135.89 | | | | | |
| | BE Non-Credit: | | | | | | | | | | | | | | | | | | | | | |
| | Employability/Life Skills | 48 | 25 | 0 | 30.02 | 38 | 22 | 0 | 22.58 | 38 | 22 | 0 | 22.58 | 38 | 22 | 0 | 22.58 | | | | | |
| | English Language Training | 0 | 133 | 0 | 13.48 | 0 | 98 | 0 | 19.91 | 0 | 98 | 0 | 19.91 | 0 | 98 | 0 | 19.91 | | | | | |
| | General Academic Studies | 0 | 5 | 0 | 1.57 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| | Total BE Non-Credit | 48 | 163 | 0 | 45.08 | 38 | 120 | 0 | 42.49 | 38 | 120 | 0 | 42.49 | 38 | 120 | 0 | 42.49 | | | | | |
| | Total Basic Education | 117 | 178 | 0 | 128.97 | 117 | 137 | 0 | 135.89 | 117 | 137 | 0 | 84.98 | 117 | 137 | 0 | 135.89 | | | | | |
| Skills Training | Institute Credit: | | | | | | | | | | | | | | | | | | | | | |
| | Sask Polytechnic | 43 | 34 | 0 | 58.93 | 72 | 15 | 1 | 75.25 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| | Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| | Total Institute Credit | 43 | 34 | 0 | 58.93 | 72 | 15 | 1 | 75.25 | 72 | 15 | 1 | 75.25 | 72 | 15 | 1 | 75.25 | | | | | |
| | Industry Credit: | | | | | | | | | | | | | | | | | | | | | |
| | Total Industry Credit | 0 | 90 | 571 | 18.64 | 0 | 96 | 465 | 17.17 | 0 | 96 | 465 | 17.17 | 0 | 96 | 465 | 17.17 | | | | | |
| | Non-Credit: Industry, Community/Individual, Personal Interest | | | | | | | | | | | | | | | | | | | | | |
| | Total Non-Credit | 0 | 20 | 229 | 5.17 | 0 | 21 | 146 | 3.21 | 0 | 21 | 146 | 3.21 | 0 | 21 | 146 | 3.21 | | | | | |
| | Total Skills Training | 43 | 144 | 800 | 82.73 | 72 | 132 | 612 | 95.63 | 72 | 132 | 612 | 95.63 | 72 | 132 | 612 | 95.63 | | | | | |
| University | University Credit: | | | | | | | | | | | | | | | | | | | | | |
| | Total University Credit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| | Total University | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | |
| Total Enrolment | | 160 | 322 | 800 | 211.70 | 189 | 269 | 612 | 231.52 | 189 | 269 | 612 | 231.52 | 189 | 269 | 612 | 231.52 | | | | | |

Comprehensive Enrolment by Program Group – Watrous

| Program Groups | Actuals | | | | | | | | | |
|--|------------------|------------------|----------------------|--------------|------------------|------------------|----------------------|--------------|----------|--------------|
| | 2018-19 | | | | | 2019-20 | | | | |
| | Student Enrol FT | Student Enrol PT | Student Enrol Casual | FLEs | Student Enrol FT | Student Enrol PT | Student Enrol Casual | FLEs | | |
| Basic Education | | | | | | | | | | |
| BE Credit: | | | | | | | | | | |
| Academic GED | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Adult 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Adult 10 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total BE Credit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| BE Non-Credit: | | | | | | | | | | |
| Employability/Life Skills | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| English Language Training | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| General Academic Studies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total BE Non-Credit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Basic Education | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Skills Training | | | | | | | | | | |
| Institute Credit: | | | | | | | | | | |
| Sask Polytechnic | 31 | 44 | 0 | 44.54 | 16 | 37 | 0 | 28.17 | 0 | 28.17 |
| Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Institute Credit | 31 | 44 | 0 | 44.54 | 16 | 37 | 0 | 28.17 | 0 | 28.17 |
| Industry Credit: | | | | | | | | | | |
| Total Industry Credit | 0 | 0 | 193 | 3.88 | 0 | 1 | 134 | 2.45 | 0 | 2.45 |
| Non-Credit: Industry, Community/Individual, Personal Interest | | | | | | | | | | |
| Total Non-Credit | 0 | 1 | 175 | 1.53 | 0 | 0 | 77 | 1 | 0 | 1 |
| Total Skills Training | 31 | 45 | 368 | 49.94 | 16 | 38 | 211 | 31.62 | 0 | 31.62 |
| University | | | | | | | | | | |
| University Credit: | | | | | | | | | | |
| Total University Credit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total University | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Enrolment | 31 | 45 | 368 | 49.94 | 16 | 38 | 211 | 31.62 | 0 | 31.62 |

Comprehensive Enrolment by Program Group – Wynyard

| Program Groups | Actuals | | | | | | | | | |
|--|------------------|------------------|----------------------|--------------|--------------|------------------|------------------|----------------------|--------------|--------------|
| | 2018-19 | | | | | 2019-20 | | | | |
| | Student Enrol FT | Student Enrol PT | Student Enrol Casual | FLEs | FLEs | Student Enrol FT | Student Enrol PT | Student Enrol Casual | FLEs | FLEs |
| Basic Education | | | | | | | | | | |
| BE Credit: | | | | | | | | | | |
| Academic GED | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Adult 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Adult 10 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total BE Credit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| BE Non-Credit: | | | | | | | | | | |
| Employability/Life Skills | 0 | 12 | 0 | 1.21 | 1.21 | 0 | 8 | 0 | 2.06 | 2.06 |
| English Language Training | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| General Academic Studies | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total BE Non-Credit | 0 | 12 | 0 | 1.21 | 1.21 | 0 | 8 | 0 | 2.06 | 2.06 |
| Total Basic Education | 0 | 12 | 0 | 1.21 | 1.21 | 0 | 8 | 0 | 2.06 | 2.06 |
| Skills Training | | | | | | | | | | |
| Institute Credit: | | | | | | | | | | |
| Sask Polytechnic | 32 | 17 | 0 | 37.16 | 37.16 | 27 | 8 | 0 | 26.80 | 26.80 |
| Other | 14 | 0 | 0 | 7.61 | 7.61 | 21 | 0 | 0 | 10.19 | 10.19 |
| Total Institute Credit | 46 | 17 | 0 | 44.77 | 44.77 | 48 | 8 | 0 | 36.99 | 36.99 |
| Industry Credit: | | | | | | | | | | |
| Total Industry Credit | 0 | 34 | 151 | 12.18 | 12.18 | 0 | 45 | 125 | 7.27 | 7.27 |
| Non-Credit: Industry, Community/Individual, Personal Interest | | | | | | | | | | |
| Total Non-Credit | 11 | 12 | 17 | 8.60 | 8.60 | 0 | 10 | 6 | 1.53 | 1.53 |
| Total Skills Training | 57 | 63 | 168 | 65.55 | 65.55 | 48 | 63 | 131 | 45.78 | 45.78 |
| University | | | | | | | | | | |
| University Credit: | | | | | | | | | | |
| Total University Credit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total University | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Enrolment | 57 | 75 | 168 | 66.75 | 66.75 | 48 | 71 | 131 | 47.84 | 47.84 |

Equity Participation Enrolments by Program Group

| Program Groups | | Actuals | | | | | | | | | | | | | | | | | | | | | | | |
|------------------------------|--|------------|-----------|-----------|------------------|-----------|-----------|------------|-----------|------------|-----------------|-------------|------------|------------|-----------|-----------|------------------|-----------|-----------|------------|-----------|------------|-----------------|------------|----------|
| | | 2018-19 | | | | | | | | | 2019-20 | | | | | | | | | | | | | | |
| | | Indigenous | | | Visible Minority | | | Disability | | | Total Enrolment | | | Indigenous | | | Visible Minority | | | Disability | | | Total Enrolment | | |
| FT | PT | Cas | FT | PT | Cas | FT | PT | Cas | FT | PT | Cas | FT | PT | Cas | FT | PT | Cas | FT | PT | Cas | FT | PT | Cas | | |
| Basic Education | BE Credit: | | | | | | | | | | | | | | | | | | | | | | | | |
| | Academic GED | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Adult 12 | 37 | 8 | 0 | 0 | 0 | 10 | 2 | 0 | 55 | 12 | 0 | 42 | 8 | 0 | 3 | 0 | 0 | 6 | 1 | 0 | 63 | 12 | 0 | |
| | Adult 10 | 14 | 2 | 0 | 2 | 0 | 1 | 0 | 0 | 14 | 3 | 0 | 15 | 5 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 16 | 5 | 0 | |
| | Total BE Credit | 51 | 10 | 0 | 2 | 0 | 11 | 2 | 0 | 69 | 15 | 0 | 57 | 13 | 0 | 3 | 0 | 6 | 2 | 0 | 79 | 17 | 0 | | |
| | BE Non-Credit: | | | | | | | | | | | | | | | | | | | | | | | | |
| | Employability/Life Skills | 35 | 28 | 0 | 0 | 1 | 0 | 3 | 2 | 0 | 48 | 36 | 0 | 32 | 29 | 0 | 3 | 0 | 5 | 1 | 0 | 38 | 30 | 0 | |
| | English Language Training | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 0 | 133 | 0 | 0 | 0 | 0 | 0 | 7 | 0 | 0 | 0 | 0 | 0 | 98 | 0 | |
| | General Academic Studies | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | Total BE Non-Credit | 35 | 31 | 0 | 0 | 6 | 0 | 3 | 2 | 0 | 48 | 174 | 0 | 32 | 29 | 0 | 3 | 7 | 0 | 5 | 1 | 38 | 128 | 0 | |
| Total Basic Education | 86 | 41 | 0 | 2 | 6 | 0 | 14 | 4 | 0 | 117 | 189 | 0 | 89 | 42 | 0 | 6 | 7 | 0 | 11 | 3 | 0 | 117 | 145 | 0 | |
| Skills Training | Institute Credit: | | | | | | | | | | | | | | | | | | | | | | | | |
| | Sask Polytechnic | 47 | 42 | 0 | 8 | 10 | 0 | 9 | 9 | 0 | 106 | 98 | 0 | 42 | 31 | 0 | 10 | 3 | 0 | 11 | 6 | 1 | 115 | 60 | 1 |
| | Other | 14 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 14 | 0 | 0 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 21 | 0 | 0 | |
| | Total Institute Credit | 61 | 42 | 0 | 8 | 10 | 0 | 9 | 9 | 0 | 120 | 98 | 0 | 57 | 31 | 0 | 10 | 3 | 0 | 11 | 6 | 1 | 136 | 60 | 1 |
| | Industry Credit: | | | | | | | | | | | | | | | | | | | | | | | | |
| | Total Industry Credit | 0 | 33 | 39 | 0 | 3 | 8 | 0 | 5 | 16 | 0 | 125 | 915 | 0 | 47 | 46 | 0 | 2 | 11 | 0 | 5 | 15 | 0 | 143 | 721 |
| | Non-Credit: Industry, Community/Individual, Personal Interest | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Non-Credit | 7 | 16 | 6 | 0 | 0 | 6 | 0 | 0 | 9 | 11 | 33 | 418 | 0 | 15 | 11 | 0 | 1 | 5 | 0 | 0 | 5 | 0 | 32 | 226 | |
| Total Skills Training | 68 | 91 | 45 | 8 | 13 | 14 | 9 | 14 | 25 | 131 | 256 | 1333 | 57 | 93 | 57 | 10 | 6 | 16 | 11 | 11 | 21 | 136 | 235 | 948 | |
| University | University Credit: | | | | | | | | | | | | | | | | | | | | | | | | |
| | Total University Credit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Total University | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Enrolment | 154 | 132 | 45 | 10 | 19 | 14 | 23 | 18 | 25 | 248 | 445 | 1333 | 146 | 135 | 57 | 16 | 13 | 16 | 22 | 14 | 21 | 253 | 380 | 948 | |

Equity Participation Completers & Graduates

| Program Groups | Actuals | | | | | | | | | | | | | | | | | | |
|--|------------|------------|------------|------------------|-----------|-----------|------------|-----------|-----------|------------|------------|------------|------------------|-----------|-----------|------------|-----------|-----------|----------|
| | 2018-19 | | | | | | | 2019-20 | | | | | | | | | | | |
| | Indigenous | | | Visible Minority | | | Disability | | | Indigenous | | | Visible Minority | | | Disability | | | |
| | E | C | G | E | C | G | E | C | G | E | C | G | E | C | G | E | C | G | |
| Basic Education | | | | | | | | | | | | | | | | | | | |
| BE Credit: | | | | | | | | | | | | | | | | | | | |
| Academic GED | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Adult 12 | 45 | 5 | 25 | 0 | 0 | 0 | 12 | 1 | 7 | 50 | 3 | 30 | 3 | 0 | 1 | 7 | 0 | 5 | 0 |
| Adult 10 | 16 | 0 | 11 | 2 | 0 | 1 | 1 | 0 | 1 | 20 | 13 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| Total BE Credit | 61 | 5 | 36 | 2 | 0 | 1 | 13 | 1 | 8 | 70 | 16 | 30 | 3 | 0 | 1 | 8 | 0 | 5 | 0 |
| BE Non-Credit: | | | | | | | | | | | | | | | | | | | |
| Employability/Life Skills | 63 | 45 | 0 | 1 | 0 | 0 | 5 | 4 | 0 | 61 | 51 | 0 | 3 | 3 | 0 | 6 | 5 | 0 | 0 |
| English Language Training | 0 | 0 | 0 | 5 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7 | 5 | 0 | 0 | 0 | 0 | 0 |
| General Academic Studies | 3 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total BE Non-Credit | 66 | 48 | 0 | 6 | 4 | 0 | 5 | 4 | 0 | 61 | 51 | 0 | 10 | 8 | 0 | 6 | 5 | 0 | 0 |
| Total Basic Education | 127 | 53 | 36 | 8 | 4 | 1 | 18 | 5 | 8 | 131 | 67 | 30 | 13 | 8 | 1 | 14 | 5 | 5 | 0 |
| Skills Training | | | | | | | | | | | | | | | | | | | |
| Institute Credit: | | | | | | | | | | | | | | | | | | | |
| Sask Polytechnic | 89 | 4 | 47 | 18 | 1 | 9 | 18 | 2 | 8 | 73 | 11 | 42 | 13 | 0 | 6 | 18 | 4 | 6 | 0 |
| Other | 14 | 0 | 11 | 0 | 0 | 0 | 0 | 0 | 0 | 15 | 0 | 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Institute Credit | 103 | 4 | 58 | 18 | 1 | 9 | 18 | 2 | 8 | 88 | 11 | 54 | 13 | 0 | 6 | 18 | 4 | 6 | 0 |
| Industry Credit: | | | | | | | | | | | | | | | | | | | |
| Total Industry Credit | 72 | 24 | 45 | 11 | 4 | 7 | 21 | 6 | 15 | 93 | 35 | 45 | 13 | 3 | 10 | 20 | 8 | 12 | 0 |
| Non-Credit: Industry, Community/Individual, Personal Interest | | | | | | | | | | | | | | | | | | | |
| Total Non-Credit | 29 | 28 | 0 | 6 | 6 | 0 | 9 | 9 | 0 | 26 | 26 | 0 | 5 | 5 | 0 | 5 | 5 | 0 | 0 |
| Total Skills Training | 204 | 56 | 103 | 35 | 11 | 16 | 48 | 17 | 23 | 207 | 72 | 99 | 31 | 8 | 16 | 43 | 17 | 18 | 0 |
| University | | | | | | | | | | | | | | | | | | | |
| University Credit: | | | | | | | | | | | | | | | | | | | |
| Total University Credit | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total University | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Enrolment | 331 | 109 | 139 | 43 | 15 | 17 | 66 | 22 | 31 | 338 | 139 | 129 | 44 | 16 | 17 | 57 | 22 | 23 | 0 |

Performance Measures

The following performance measures use average results from 2016 - 2019 as a baseline, followed by targeted and actual results for 2019 - 2020.

| Program Groups | Performance Measure | Average 2016–19 | Targeted 2019–20 | Actual 2019–20 |
|--|--|------------------|------------------|------------------|
| Skills Training | | | | |
| Institute Credit | Number of student enrolments – FLEs | 136 | 163.9 | 140.4 |
| | Number of student enrolments – distinct enrolment | 201 | 236 | 197 |
| | Participation rate ¹ of students | 34% | 43% | 45% |
| | Graduation rate ² of students | 43% | 70% | 59% |
| | Employment rate ³ of graduates | 54% | 72% | 62% |
| | Furthering training rate ⁴ of graduates | 48% | 60% | 43% |
| | Participation rate ⁵ of Indigenous people | 30% | 30% | 45% |
| | Graduation rate ⁶ of Indigenous people | 31% | 31% | 23% |
| | Graduation rate ⁷ of Indigenous people | 42% | 60% | 31% |
| | Employment rate ⁸ of Indigenous graduates | 54% | 60% | 45% |
| Furthering training rate ⁹ of Indigenous people | 53% | 60% | 54% | |
| Industry Credit | Number of student enrolments – FLEs | 29 | 35.58 | 26.9 |
| | Number of student enrolments – distinct enrolment | 1072 | 1072 | 864 |
| | Participation rate of students | 15% | 33% | 33% |
| | Participation rate ⁹ of Indigenous people | 13% | 20% | 33% |
| Non-Credit | Number of student enrolments – FLEs | 12 | 12 | 6 |
| Adult Basic Education | | | | |
| Credit | Number of student enrolments – FLEs | 91 | 102 | 93.4 |
| | Number of student enrolments – distinct enrolment | 94 | 80 | 96 |
| | Participation rate ¹ of students | 18% | 25% | 22% |
| | Graduation rate ² of students | 37% | 60% | 46% |
| | Employment rate ³ of graduates | 27% | 46% | 38% |
| | Furthering training rate ⁴ of graduates | 50% | 40% | 41% |
| | Participation rate ⁵ of Indigenous people | 53% | 75% | 73% |
| | Graduation rate ⁶ of Indigenous people | 52% | 75% | 68% |
| | Graduation rate ⁷ of Indigenous people | 37% | 60% | 43% |
| | Employment rate ⁸ of Indigenous graduates | 30% | 60% | 42% |
| Furthering training rate ⁹ of Indigenous people | 50% | 40% | 36% | |
| Non-Credit | Number of student enrolments – FLEs | 53 | 52.4 | 44.5 |
| Contractual Revenue | Contractual revenue ¹⁰ from annual financial statements | \$583,502 | \$579,200 | \$624,570 |



Notes:

- ¹ **Participation rate:** Number of enrolments / Total Number of Credit program enrolments
- ² **Graduation rate:** Number of graduates / Number of enrolments (Does not include casual students)
- ³ **Employment rate:** Number of graduates employed / Number of completers and graduates - Number of graduates continuing to further training (Number of graduates contacted may be fewer than number of graduates)
- ⁴ **Furthering training rate:** Number of graduates continuing to further training / Number of completers and graduates - Number of graduates employed (Number of graduates contacted may be fewer than number of graduates)
- ⁵ **Participation rate:** Number of Indigenous enrolments / total number of enrolments
- ⁶ **Graduation rate:** Number of Indigenous graduates / total number of graduates (Does not include casual students)
- ⁷ **Graduation rate:** Number of Indigenous graduates / total number of Indigenous enrolments (Does not include casual students)
- ⁸ **Employment rate:** Number of Indigenous graduates employed / Number of Indigenous graduates contacted - Number of Indigenous graduates continuing to further training
- ⁹ **Furthering training rate:** Number of Indigenous graduates continuing to further training / Number of Indigenous completers and graduates - Number of Indigenous graduates employed (Number of graduates contacted may be fewer than number of graduates)
- ¹⁰ Excludes project revenue from Federal Government and includes revenue from Labour Market Service

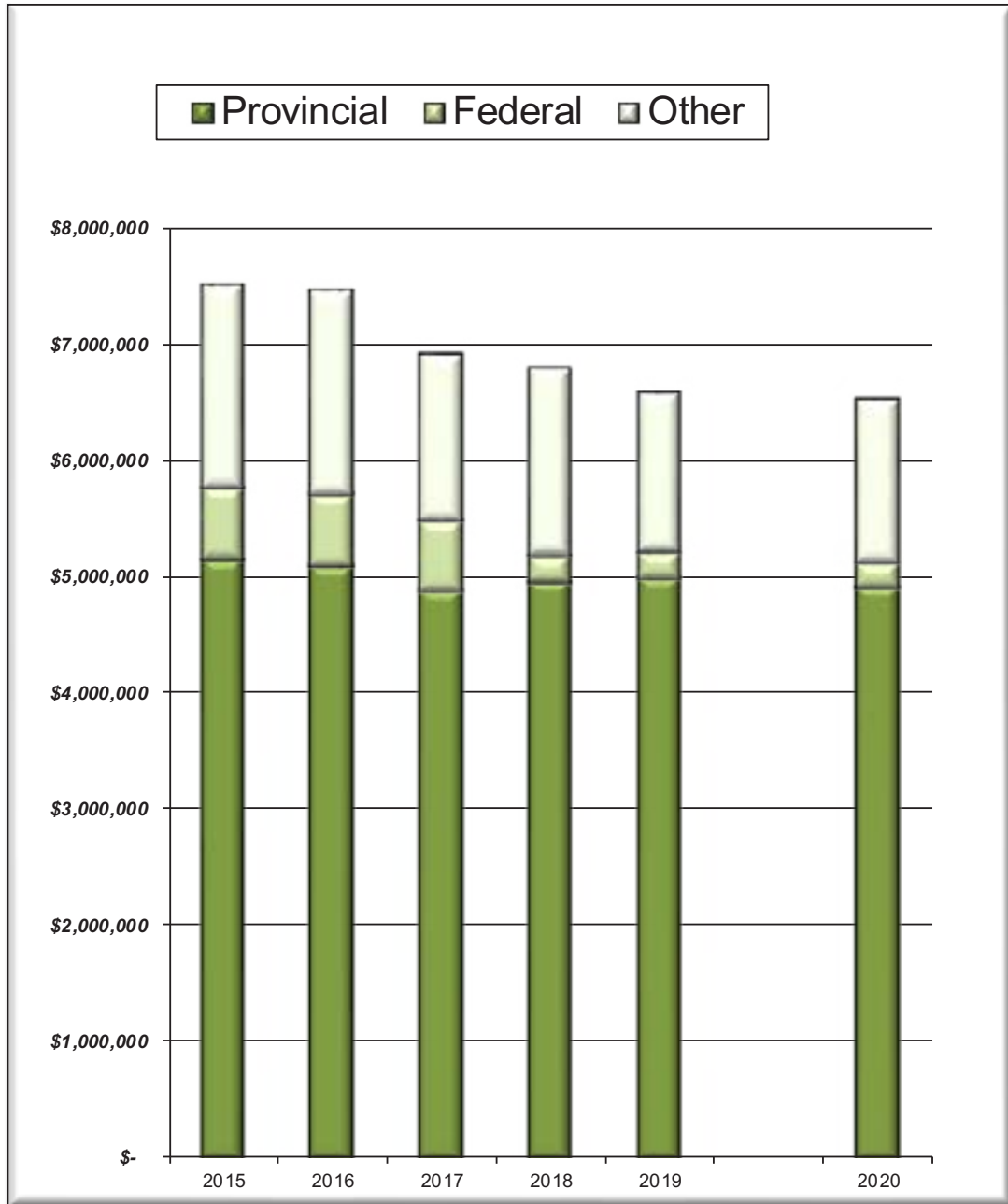


FINANCIAL Statements

■ Carlton Trail College | June 30, 2020

**CARLTON TRAIL COLLEGE
REVENUE ANALYSIS
2015 - 2020**

| | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> |
|------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Provincial | \$ 5,161,905 | \$ 5,102,986 | \$ 4,895,420 | \$ 4,957,898 | \$ 4,990,846 | \$ 4,913,448 |
| Federal | 610,416 | 612,414 | 602,402 | 247,598 | 233,626 | 234,882 |
| Other | <u>1,736,090</u> | <u>1,754,720</u> | <u>1,427,002</u> | <u>1,606,580</u> | <u>1,368,085</u> | <u>1,394,982</u> |
| Total | <u>\$ 7,508,411</u> | <u>\$ 7,470,120</u> | <u>\$ 6,924,824</u> | <u>\$ 6,812,076</u> | <u>\$ 6,592,557</u> | <u>\$ 6,543,312</u> |



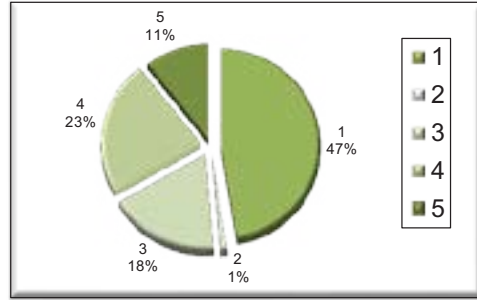
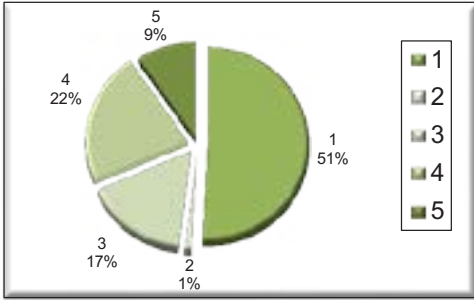
CARLTON TRAIL COLLEGE
Comparison of Expenditures 2015 - 2020

2015

| | |
|--------------------|---------------------|
| (1) Programming | 4,108,469 |
| (2) Board | 86,930 |
| (3) Admin | 1,341,168 |
| (4) Organization | 1,778,433 |
| (5) Career Support | <u>772,326</u> |
| Total | \$ 8,087,326 |

2016

| | |
|--------------------|---------------------|
| (1) Programming | 3,568,816 |
| (2) Board | 97,315 |
| (3) Admin | 1,347,637 |
| (4) Organization | 1,715,143 |
| (5) Career Support | <u>792,991</u> |
| Total | \$ 7,521,902 |

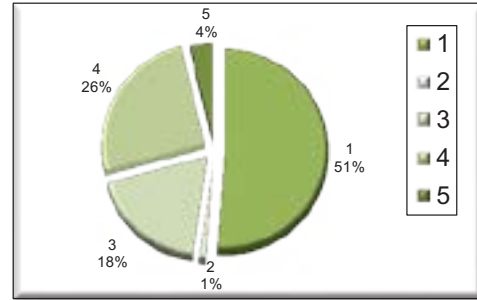
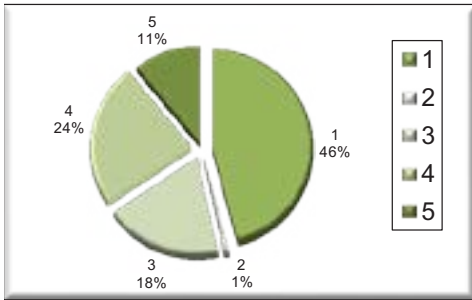


2017

| | |
|--------------------|---------------------|
| (1) Programming | 3,231,075 |
| (2) Board | 59,586 |
| (3) Admin | 1,316,748 |
| (4) Organization | 1,670,087 |
| (5) Career Support | <u>760,720</u> |
| Total | \$ 7,038,216 |

2018

| | |
|--------------------|---------------------|
| (1) Programming | 3,301,151 |
| (2) Board | 70,404 |
| (3) Admin | 1,197,851 |
| (4) Organization | 1,650,541 |
| (5) Career Support | <u>239,457</u> |
| Total | \$ 6,459,404 |

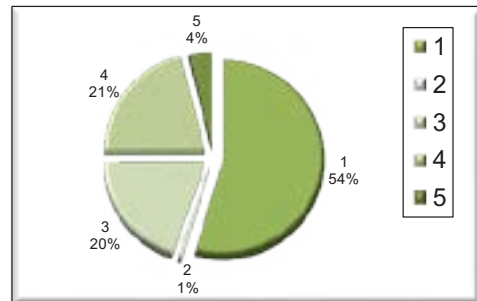
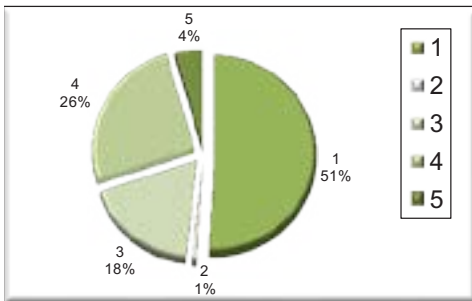


2019

| | |
|--------------------|---------------------|
| (1) Programming | 3,435,599 |
| (2) Board | 62,136 |
| (3) Admin | 1,218,892 |
| (4) Organization | 1,735,271 |
| (5) Career Support | <u>298,165</u> |
| Total | \$ 6,750,063 |

2020

| | |
|--------------------|---------------------|
| (1) Programming | 3,653,845 |
| (2) Board | 49,964 |
| (3) Admin | 1,315,103 |
| (4) Organization | 1,426,344 |
| (5) Career Support | <u>255,206</u> |
| Total | \$ 6,700,462 |



Independent auditor's report

To the Members of the Legislative Assembly of Saskatchewan

Opinion

We have audited the financial statements of Carlton trail College ("the College"), which comprise the statement of financial position as at June 30, 2020, and the statements of operations and accumulated surplus, statement of changes in change in net financial assets and statement of cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Carlton trail College as at June 30, 2020, and its results of operations and accumulated surplus, its changes in its net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the College in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter

Predecessor Auditor

The financial statements of Carlton Trail College for the year ended June 30, 2019, were audited by Cogent Chartered Professional Accountants LLP who expressed an unmodified opinion on those statements on September 24, 2019. The partners and staff of Cogent Chartered Professional Accountants LLP joined Grant Thornton LLP on November 1, 2019.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the College or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the College's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the College's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the College to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Saskatoon, Canada
September 24, 2020


Chartered Professional Accountants

CARLTON TRAIL COLLEGE
Statement of Management Responsibility

The College is responsible for the preparation of the financial statements and has prepared them in accordance with Canadian public sector accounting principles and in accordance with the guidelines developed by Saskatchewan Advanced Education. The College believes the financial statements present fairly the College's financial position as at June 30, 2020, and the results of its operations for the year then ended.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the College has developed and maintains a system of internal control designed to provide reasonable assurance that College assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of financial statements.

The Board of Directors is responsible for the review of the financial statements. The Board meets with management and, as required, with the external auditors to discuss the results of audit examinations and financial reporting matters. The external auditors have full access to the Board with and without the presence of management.

The financial statements for the year ended June 30, 2020, have been reported on by Grant Thornton LLP. The Auditors' Report outlines the scope of their examination and provides their opinion on the fairness of presentation of the information in the financial statements.

original signed by

President and CEO

original signed by

VP Finance

**Carlton Trail College
Statement of Financial Position
as at June 30, 2020**

Statement 1

| | June 30 2020 | June 30 2019 |
|---|---------------------|---------------------|
| Financial Assets | | |
| Cash (Note 3) | \$ 2,606,910 | \$ 2,475,406 |
| Accounts receivable (Note 4) | 172,629 | 304,500 |
| Inventories for resale (Note 5) | 38,887 | 40,207 |
| Total Financial Assets | 2,818,426 | 2,820,113 |
| Liabilities | | |
| Accrued salaries and benefits (Note 6) | 233,739 | 224,908 |
| Accounts payable and accrued liabilities (Note 7) | 167,495 | 169,368 |
| Deferred revenue (Note 8) | 278,592 | 385,987 |
| Liability for employee future benefits (Note 9) | 179,700 | 169,300 |
| Total Financial Liabilities | 859,526 | 949,563 |
| Net Financial Assets | 1,958,900 | 1,870,570 |
| Non-Financial Assets | | |
| Tangible capital assets (Note 10) | 3,955,875 | 4,196,933 |
| Prepaid expenses (Note 11) | 71,759 | 76,181 |
| Total Non-Financial Assets | 4,027,634 | 4,273,114 |
| Accumulated Surplus | \$ 5,986,534 | \$ 8,143,684 |
| Accumulated Surplus is comprised of: | | |
| Accumulated surplus from operations (Note 16) | \$ 5,986,534 | \$ 8,143,684 |
| Total Accumulated Surplus | \$ 5,986,534 | \$ 8,143,684 |

Contractual Obligations and Commitments (Note 17)
Contractual Rights (Note 18)

The accompanying notes and schedules are an integral part of these financial statements.

On behalf of the Board:

| | |
|--------------------|-------------|
| original signed by | Chairperson |
| original signed by | VP Finance |

Carlton Trail College
Statement of Operations and Accumulated Surplus
for the year ended June 30, 2020

Statement 2

| | 2020 Budget (Note 14) | 2020 Actual | 2019 Actual |
|--|-----------------------------|---------------------|---------------------|
| Revenues (Schedule 2) | | | |
| Provincial government | | | |
| Grants | \$ 4,343,900 | \$ 4,389,050 | \$ 4,532,850 |
| Other | 276,500 | 524,398 | 458,196 |
| Federal government | | | |
| Other | 273,090 | 234,882 | 233,826 |
| Other revenue | | | |
| Administrative recoveries | 10,100 | 10,724 | 13,176 |
| Contracts | 474,700 | 534,820 | 272,817 |
| Interest | 33,420 | 51,903 | 53,944 |
| Rents | 500 | 5,225 | 625 |
| Resale items | 119,940 | 74,092 | 104,978 |
| Tuition | 903,055 | 823,184 | 710,348 |
| Donations | 80,000 | 74,660 | 165,831 |
| Other | 21,450 | 20,374 | 46,566 |
| Total revenues | <u>6,536,655</u> | <u>6,543,312</u> | <u>6,582,557</u> |
| Expenses (Schedule 3) | | | |
| General | 2,688,115 | 2,656,911 | 2,890,299 |
| Skills training | 2,425,165 | 2,273,703 | 2,076,839 |
| Basic education | 1,548,270 | 1,380,142 | 1,358,760 |
| Services | 262,655 | 255,206 | 298,165 |
| Scholarships | 105,000 | 134,500 | 128,000 |
| Total expenses | <u>7,130,205</u> | <u>6,700,462</u> | <u>6,750,063</u> |
| Surplus (Deficit) for the Year from Operations | <u>(593,550)</u> | <u>(157,150)</u> | <u>(167,506)</u> |
| Accumulated Surplus, Beginning of Year | 6,143,684 | 6,143,684 | 6,301,190 |
| Accumulated Surplus, End of Year | <u>\$ 5,541,134</u> | <u>\$ 5,986,534</u> | <u>\$ 6,143,684</u> |

The accompanying notes and schedules are an integral part of these financial statements

Carlton Trail College
Statement of Changes in Net Financial Assets
as at June 30, 2020

Statement 3

| | 2020 Budget (Note 14) | 2020 Actual | 2019 Actual |
|---|-----------------------------|---------------------|---------------------|
| Net Financial Assets, Beginning of Year | \$ 1,870,570 | \$ 1,870,570 | \$ 1,994,403 |
| Surplus (Deficit) for the Year from Operations | (802,550) | (157,150) | (157,506) |
| Acquisition of tangible capital assets | (42,000) | (26,427) | (166,305) |
| Proceeds on disposal of tangible capital assets | - | - | 15,810 |
| Net gain on disposal of tangible capital assets | - | - | (15,810) |
| Amortization of tangible capital assets | 276,420 | 267,485 | 250,255 |
| (Acquisition) use of prepaid expenses | 5,000 | 4,422 | (50,277) |
| Change in Net Financial Assets | <u>(383,130)</u> | <u>88,330</u> | <u>(123,833)</u> |
| Net Financial Assets, End of Year | <u>\$ 1,507,440</u> | <u>\$ 1,958,900</u> | <u>\$ 1,870,570</u> |

The accompanying notes and schedules are an integral part of these financial statements

**Carlton Trail College
Statement of Cash Flows
for the year ended June 30, 2020**

Statement 4

| | <u>2020</u> | <u>2019</u> |
|---|----------------------------|---------------------|
| Operating Activities | | |
| (Deficit) Surplus for the year from operations | \$ (157,150) | \$ (157,506) |
| Non-cash items included in surplus (deficit) | | |
| Amortization of tangible capital assets | 267,485 | 250,255 |
| Net gain on disposal of tangible capital assets | - | (15,810) |
| Changes in non-cash working capital | | |
| Decrease in accounts receivable | 131,871 | 325,120 |
| Decrease (increase) in inventories for resale | 1,320 | (4,759) |
| (Decrease) in accrued salaries and benefits | 8,831 | (879) |
| (Decrease) increase in accounts payable and accrued liabilities | (1,873) | 6,348 |
| (Decrease) increase in deferred revenue | (107,375) | 168,589 |
| Increase in Liability for Employee Future Benefits | 10,400 | 6,600 |
| Decrease (increase) in prepaid expenses | 4,422 | (50,277) |
| Cash Provided by Operating Activities | <u>157,931</u> | <u>527,881</u> |
| Capital Activities | | |
| Cash used to acquire tangible capital assets | (26,427) | (166,305) |
| Proceeds on disposal of tangible capital assets | - | 15,810 |
| Cash used by Capital Activities | <u>(26,427)</u> | <u>(150,495)</u> |
| | | |
| Increase in Cash | 131,504 | 377,386 |
| Cash, Beginning of Year | <u>2,475,406</u> | <u>2,098,020</u> |
| Cash, End of Year | <u>\$ 2,606,910</u> | <u>\$ 2,475,406</u> |

The accompanying notes and schedules are an integral part of these financial statements

CARLTON TRAIL COLLEGE
Notes to the Financial Statements
for the year ended June 30, 2020

1. PURPOSE AND AUTHORITY

Carlton Trail College (the College) was established by Saskatchewan Order in Council 22/89 dated February 16, 1989.

The College offers educational services and programs under the authority of Section 14 of *The Regional Colleges Act*. The College Board plays an integral part in strategic direction and management guidance.

The purpose of the College is to provide credit and non-credit classroom and vocational training to meet the needs of regional constituents and industry. The College is exempt from the payment of income tax.

2. SIGNIFICANT ACCOUNTING POLICIES

As a government not-for-profit organization, the College prepared these financial statements in accordance with Canadian public sector accounting standards.

(a) Measurement Uncertainty and the Use of Estimates

The preparation of financial statements in conformity with PSA standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. Uncertainty in the determination of the amount at which an item is recognized or disclosed in financial statements is known as measurement uncertainty. Such uncertainty exists when there is a variance between the recognized or disclosed amount and another reasonably possible amount.

Measurement uncertainty that may be material to these financial statements exists for:

- the liability for employee future benefits of \$179,700 (June 30, 2019 - \$169,300) because actual experience may differ significantly from actuarial or historical estimations and assumptions.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known. While best estimates are used for reporting items subject to measurement uncertainty, it is reasonably possible that changes in future conditions, occurring within one fiscal year, could require material changes in the amounts recognized or disclosed.

(b) Financial Instruments

Financial instruments create rights and obligations to receive or deliver economic benefits. Financial instruments include cash and cash equivalents, accounts receivable, inventories for resale, accrued salaries and benefits, accounts payable and accrued liabilities.

Financial instruments are assigned to one of two measurement categories: fair value, or cost or amortized cost.

i) Fair Value

Fair value measurement applies to portfolio investments in equity instruments that are quoted in an active market. As at June 30, 2020 and June 30, 2019, the College did not own any portfolio instruments in equity instruments.

There is no statement of remeasurement gains and losses included since there were no unrealized changes in fair value.

ii) Cost or Amortized Cost

All other financial assets and financial liabilities are measured at cost or amortized cost. Transaction costs are a component of cost for financial instruments measured using cost or amortized cost. Receivables are measured at amortized cost. Due to their short-term nature, the amortized cost of these instruments approximates their fair value.

(c) Financial Assets

Financial assets are assets that could be used to discharge existing liabilities or finance future operations and are not for consumption in the normal course of operations. Valuation allowances are used where considered necessary to reduce the amounts reported for financial assets to their net realizable value.

Accounts Receivable are shown net of allowance for doubtful accounts to reflect their expected net recoverable value. Valuation allowances are recorded where recovery is considered uncertain. Changes in valuation allowances are recorded in the statement of operations and accumulated surplus.

Inventories for Resale consist of textbooks and course materials, which are held for sale in the ordinary course of operations and are valued at the lower of cost and net realizable value. Cost is determined using the average cost method. Net realizable value is the estimated selling price in the ordinary course of business.

(d) Liabilities

Liabilities are present obligations arising from transactions and events occurring prior to year-end, which will be satisfied in the future through the use of assets or another form of economic settlement.

Accrued Salaries and Benefits represents salaries and benefits owing to or on behalf of work performed by employees, but not yet paid, at the end of the fiscal period. Amounts are payable within one year.

Accounts Payable and Accrued Liabilities include accounts payable and accrued liabilities owing to third parties for goods supplied and services rendered, but not yet paid, at the end of the fiscal period. Amounts are payable within one year.

Deferred revenue from government transfers represents restricted grants with stipulations that give rise to a liability. The revenue is recognized as the stipulation liabilities are settled. Deferred revenue from non-government sources represents revenue related to fees or services received in advance of the fee being earned or the services being performed, and other contributions for which the contributor has placed restrictions on the use of the resources. Tuition and fee revenue is recognized as the course is delivered, revenue from contractual services is recognized as the services are delivered, and revenue from other contributions is recognized in the fiscal year in which the resources are used for the purpose specified.

Liability for Employee Future Benefits represents accumulating non-vesting sick leave benefits that accrue to the College's employees. The cost of these benefits is recorded as the benefits are earned by employees. The liability relating to these benefits is actuarially determined using the projected benefit method pro-rated on service and management's best estimate of expected sick leave usage, discount rate, inflation, salary escalation, termination and retirement rates and mortality. Actuarial gains and losses are amortized on a straight-line basis over the expected average remaining service life of the related employee groups. Actuarial valuations are performed periodically. Extrapolations of these valuations are made when a valuation is not done in the current fiscal year.

(e) Non-Financial Assets

Non-financial assets are assets held for consumption in the provision of services. These assets do not normally provide resources to discharge the liabilities of the College unless they are sold.

Tangible Capital Assets have useful lives extending beyond the accounting period, are used by the College to provide services to the public and are not intended for sale in the ordinary course of operations. Tangible capital assets are recorded at cost and include all costs directly attributable to the acquisition, design, construction, development, installation and betterment of the tangible capital asset.

The cost of depreciable tangible capital assets, net of any residual value, is amortized on a straight line-basis over their estimated useful lives as follows:

| | |
|-------------------------|------------------------------|
| Buildings | 20 to 50 years |
| Furniture and equipment | 3 to 5 years |
| Computer hardware | 5 years |
| Computer software | 5 years |
| Vehicles | 5 years |
| Land improvements | 5 years |
| Leasehold improvements | Term of lease or useful life |
| Leased capital assets | Term of lease or useful life |

Write-downs are accounted for as expenses in the statement of operations and accumulated surplus.

Prepaid Expenses are prepaid amounts for goods or services, which will provide economic benefits in one or more future periods. The prepaid amount is recognized as an expense in the year the goods or services are consumed.

(f) Employee Pension Plans

Multi-Employer Defined Benefit Plans

The College's employees participate in one of the following multi-employer defined benefit plans:

- i) Teachers and other employees holding a teaching certificate participate in the Saskatchewan Teachers' Retirement Plan (STRP). The College's obligation for this plan is limited to collecting and remitting contributions of the employees at rates determined by the plan.
- ii) Other employees participate in the Municipal Employees' Pension Plan (MEPP). In accordance with PSA standards, the plan is accounted for as a defined contribution plan whereby the College's contributions are expensed when due.

(g) Revenue Recognition

Revenues are recorded on the accrual basis. Revenues are recognized in the period in which the transactions or events occurred that gave rise to the revenues, provided the amount to be received can be reasonably estimated and collection is reasonably assured.

The College's major sources of revenue include the following:

- i) **Government Transfers (Grants)**
Grants from governments are considered to be government transfers. Government transfers are recognized as revenues when the transfer is authorized, all eligibility criteria have been met, the amount can be estimated and collection is reasonably assured except when, and to the extent, stipulations by the transferor give rise to an obligation that meets the definition of a liability.

ii) Fees and Services

Revenues from tuition fees and other services are recognized in the year they are earned. Amounts that are restricted pursuant to legislation, regulation or agreements with external parties that may only be used in the conduct of certain programs or in the delivery of specific services and transactions are initially recorded as deferred revenue and subsequently recognized as revenue in the fiscal year the related expenses are incurred or services are performed.

iii) Interest Income

Interest is recognized on an accrual basis when it is earned.

iv) Other (Non-Government Transfer) Contributions

Unrestricted contributions are recognized as revenue in the year received or in the year the funds are committed to the College if the amount can be reasonably estimated and collection is reasonably assured. Externally restricted contributions are contributions for which the contributor has placed restrictions on the use of the resources. Externally restricted contributions are deferred until the resources are used for the purpose specified, at which time the contributions are recognized as revenue. In-kind contributions are recorded at their fair value when they are received.

(h) Expenses

Expenses are reported on an accrual basis. The cost of all goods consumed and services received during the year is expensed.

(i) Contingent liabilities

Contingent liabilities are potential liabilities which may become actual liabilities when one or more future events occur or fail to occur. To the extent that the future event is likely to occur or fail to occur, and a reasonable estimate of the loss can be made, an estimated liability is accrued and an expense recorded. If the likelihood is not determinable or an amount cannot be reasonably estimated, the contingency is disclosed in the notes to the financial statements.

(j) New Accounting Standards

On July 1, 2018, the College adopted the following new Canadian public sector accounting standards on a prospective basis. Unless otherwise noted, the adoption of the new standard has not had a material impact on these financial statements.

PS 3430 Restructuring Transactions (effective June 30, 2019), a new standard establishing how to account for and report restructuring transactions by both transferors and recipients of assets and/or liabilities, together with related program or operating responsibilities.

(k) Accounting Standards Not Yet in Effect

A new standard has not been applied in preparing these financial statements. The following standards will become effective as follows:

PS 3280 Asset Retirement Obligations (effective July 1, 2022), a new standard establishing guidance on the recognition, measurement, presentation and disclosure of a liability for retirement of a tangible capital asset.

PS 3400 Revenue (effective July 1, 2023), a new standard establishing guidance on how to account for and report on revenue. Specifically, it addresses revenue arising from exchange transactions and unilateral transactions

3. CASH

| | June 30 2020 | June 30 2019 |
|-------------|---------------------|---------------------|
| Cash | \$ 2,606,910 | \$ 2,475,406 |
| Cash | \$ 2,606,910 | \$ 2,475,406 |

4. ACCOUNTS RECEIVABLE

All accounts receivable presented on the statement of financial position are net of any valuation allowances for doubtful accounts.

| | June 30 2020 | June 30 2019 |
|--|-------------------|-------------------|
| Provincial government: | | |
| Advanced Education/Immigration and Career Training | \$ - | \$ 13,475 |
| Other | 65,273 | 63,509 |
| Federal government | 81,111 | 66,774 |
| Other receivables: | | |
| Industry Partnerships | 0 | 74,960 |
| First Nation Partnerships | 13,600 | 73,221 |
| Other | 12,645 | 12,561 |
| | 172,629 | 304,500 |
| Less: Allowance for doubtful accounts | - | - |
| Accounts receivable, net of allowances | \$ 172,629 | \$ 304,500 |

5. INVENTORIES FOR RESALE

| | June 30 2020 | June 30 2019 |
|---------------------------------|------------------|------------------|
| Text books and course materials | \$ 38,887 | \$ 40,207 |
| Inventories for resale | \$ 38,887 | \$ 40,207 |

6. ACCRUED SALARIES AND BENEFITS

| | June 30 2020 | June 30 2019 |
|--------------------------------------|-------------------|-------------------|
| Accrued salaries | \$ - | \$ 7,870 |
| Accrued employee benefits | 13,120 | 17,427 |
| Accrued vacation pay | 220,619 | 199,611 |
| Accrued salaries and benefits | \$ 233,739 | \$ 224,908 |

7. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

| | June 30 2020 | June 30 2019 |
|---|-------------------|-------------------|
| Trade Payables | \$ 167,495 | \$ 169,368 |
| Accounts payable and accrued liabilities | \$ 167,495 | \$ 169,368 |

8. DEFERRED REVENUE

| | June 30 2019 | Addition during the year | Revenue recognized in the year | June 30 2020 |
|---------------------------------------|-------------------|--------------------------------|---|-------------------|
| Other deferred revenue: | | | | |
| First Nations | \$ 363,660 | \$ 74,700 | \$ 191,016 | \$ 247,344 |
| Tuition Deposits | 14,809 | 23,500 | 14,559 | 23,750 |
| Industry Canada - Potential repayment | 7,498 | - | - | 7,498 |
| Deferred revenue | \$ 385,967 | \$ 98,200 | \$ 205,575 | \$ 278,592 |

9. LIABILITY FOR EMPLOYEE FUTURE BENEFITS

The College provides certain post-employment, compensated absence and termination benefits to its employees. These benefits include accumulating non-vested sick leave. The liability associated with these benefits is calculated as the present value of expected future payments pro-rated for service and is recorded as Liability for Employee Future Benefits in the statement of financial position.

Details of the employee future benefits are as follows:

| | June 30 2020 | June 30 2019 |
|---|-----------------|-----------------|
| Actuarial valuation (extrapolation) date | (30-Jun-2019) | (30-Jun-2019) |
| Long-term assumptions used: | | |
| Salary escalation rate (percentage) | 1.50% | 1.50% |
| Discount rate (percentage) | 2.10% | 2.10% |
| Expected average remaining service life (years) | 10.2 | 10.2 |

| | June 30 2020 | June 30 2019 |
|---|-------------------|-------------------|
| Liability for Employee Future Benefits | | |
| Accrued Benefit Obligation - beginning of year | \$ 184,400 | \$ 147,500 |
| Current period benefit cost | 35,000 | 34,600 |
| Interest cost | 3,900 | 3,400 |
| Benefit payments | (29,800) | (29,900) |
| Actuarial gains / losses | - | 28,800 |
| Plan amendments | - | - |
| Accrued Benefit Obligation - end of year | 193,500 | 184,400 |
| Unamortized Net Actuarial Gains / Losses | (13,800) | (15,100) |
| Liability for Employee Future Benefits | \$ 179,700 | \$ 169,300 |

| | June 30 2020 | June 30 2019 |
|--|------------------|------------------|
| Employee Future Benefits Expense | | |
| Current period benefit cost | \$ 35,000 | \$ 34,600 |
| Amortization of net actuarial gain / loss | 1,300 | (1,500) |
| Benefit cost | 36,300 | 33,100 |
| Interest cost on unfunded employee future benefits obligation | 3,900 | 3,400 |
| Total Employee Future Benefits Expense | \$ 40,200 | \$ 36,500 |

10. TANGIBLE CAPITAL ASSETS

| | Land & Land Imp | Buildings | Machinery and Equipment | Office Equipment | Office Furniture | Vehicles | Leasehold Improv | 2020 | 2019 |
|--|-----------------|------------------|-------------------------------|------------------|---------------------|-----------------|------------------|------------------|------------------|
| Tangible Capital Assets - at Cost: | | | | | | | | | |
| Opening Balance at Start of Year | \$ 11,370 | \$ 1,062,434 | \$ 562,930 | \$ 1,103,589 | \$ 361,313 | \$ 301,223 | \$ 4,954,778 | \$ 8,357,637 | \$ 8,246,370 |
| Additions/Purchases | - | - | 9,493 | 11,632 | 5,302 | - | - | 26,427 | 166,305 |
| Disposals | - | - | - | - | - | - | - | - | (55,038) |
| Closing Balance at End of Year | 11,370 | 1,062,434 | 572,423 | 1,115,221 | 366,615 | 301,223 | 4,954,778 | 8,384,064 | 8,357,637 |
| Tangible Capital Assets - Amortization: | | | | | | | | | |
| Opening Balance at Start of Year | \$ 3,657 | 555,892 | 479,686 | 1,014,814 | 262,149 | 152,985 | 1,691,521 | 4,160,704 | 3,965,487 |
| Amortization of the Period | 2,194 | 32,217 | 19,782 | 28,591 | 27,745 | 50,127 | 106,829 | 267,485 | 250,255 |
| Disposals | - | - | - | - | - | - | - | - | (55,038) |
| Closing Balance at End of Year | 5,851 | 588,109 | 499,468 | 1,043,405 | 289,894 | 203,112 | 1,798,350 | 4,428,189 | 4,160,704 |
| Net Book Value: | | | | | | | | | |
| Opening Balance at Start of Year | \$ 7,713 | 506,542 | 83,244 | 88,775 | 99,164 | 148,238 | 3,263,257 | 4,196,933 | 4,280,883 |
| Closing Balance at End of Year | 5,519 | 474,325 | 72,955 | 71,816 | 76,721 | 98,111 | 3,156,428 | 3,955,875 | 4,196,933 |
| Change in Net Book Value | (2,194) | (32,217) | (10,289) | (16,959) | (22,443) | (50,127) | (106,829) | (241,058) | (83,950) |

11. PREPAID EXPENSES

| | June 30 2020 | June 30 2019 |
|--------------------------------------|------------------|------------------|
| Rent | \$ 14,101 | \$ 13,321 |
| Agency Contracts (SK Poly Brokerage) | \$ - | \$ 20,460 |
| Phone & IT Security Contracts | \$ 19,809 | \$ 34,849 |
| Photocopiers | 331 | 464 |
| Commercial Insurance | 33,652 | 1,175 |
| Other | 3,866 | 5,912 |
| Prepaid expenses | \$ 71,759 | \$ 76,181 |

12. EMPLOYEE PENSION PLANS

Multi-Employer Defined Benefit Plans

Information on the multi-employer pension plans to which the College contributes is as follows:

i) Saskatchewan Teachers' Retirement Plan (STRP).

The STRP provides retirement benefits based on length of service and pensionable earnings.

The STRP is funded by contributions by the participating employee members and the Government of Saskatchewan. The College's obligation to the STRP is limited to collecting and remitting contributions of the employees at rates determined by the plan. Accordingly, these financial statements do not include any expense for employer contributions to this plan. Net pension assets or liabilities for this plan are not reflected in these financial statements as ultimate responsibility for retirement benefits rests with the Saskatchewan Teachers' Federation for the STRP.

Details of the contributions to this plan for the College's employees are as follows:

| | 2020 | 2019 |
|---|-----------|-----------|
| Number of active College members | 2 | 2 |
| Member contribution rate (percentage of salary) | 9.5-11.7% | 9.5-11.7% |
| Member contributions for the year | \$ 16,307 | \$ 15,685 |

ii) Municipal Employees' Pension Plan (MEPP)

The MEPP provides retirement benefits based on length of service and pensionable earnings.

The MEPP is funded by employer and employee contributions at rates set by the Municipal Employees' Pension Commission.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and the adequacy of plan funding. Any actuarially determined deficiency is the responsibility of the participating employers and employees which could affect future contribution rates and/or benefits.

The contributions to the MEPP by the participating employers are not segregated in separate accounts or restricted to provide benefits to the employees of a particular employer. As a result, individual employers are not able to identify their share of the underlying assets and liabilities, and the net pension assets or liabilities for this plan are not recognized in these financial statements. In accordance with PSA standards, the plan

is accounted for as a defined contribution plan whereby the College's contributions are expensed when due.

Details of the MEPP are as follows:

| | 2020 | 2019 |
|--|------------|------------|
| Number of active College members | 63 | 67 |
| Member contribution rate (percentage of salary) | 9.00% | 9.00% |
| College contribution rate (percentage of salary) | 9.00% | 9.00% |
| Member contributions for the year | \$ 270,801 | \$ 242,842 |
| College contributions for the year | \$ 270,801 | \$ 242,842 |

13. RISK MANAGEMENT

The College is exposed to financial risks from its financial assets and liabilities. These risks include credit risk, liquidity risk and market risk (consisting of interest rate risk).

i) Credit Risk

Credit risk is the risk to the College from potential non-payment of accounts receivable. The credit risk related to the College's receivables from the provincial government, federal government and their agencies are considered to be minimal. The College does not have a significant exposure to any individual customer.

Management reviews accounts receivable on a case by case basis to determine if a valuation allowance is necessary to reflect an impairment in collectability.

The aging of accounts receivable at June 30, 2020 and June 30, 2019, was:

| | June 30, 2020 | | June 30, 2019 | |
|--------------|---------------------|--------------------------------|---------------------|--------------------------------|
| | Accounts Receivable | Allowance of Doubtful Accounts | Accounts Receivable | Allowance of Doubtful Accounts |
| Current | \$167,313 | - | \$244,697 | - |
| 30-60 days | 51 | - | 11,826 | - |
| 60-90 days | 4,210 | - | 242 | - |
| Over 90 days | 1,055 | - | 47,735 | - |
| Total | \$172,629 | - | \$304,500 | - |
| Net | \$172,629 | | \$304,500 | |

ii) Liquidity Risk

Liquidity risk is the risk that the College will not be able to meet its financial obligations as they come due. The College manages liquidity risk by maintaining adequate cash balances, budget practices and providing forecasts to the Board on a quarterly basis.

The following table sets out the contractual maturities of the College's financial liabilities:

| | June 30, 2020 | |
|--|--------------------|-----------------------|
| | Within 6 months | 6 months to 1 year |
| Accrued salaries and benefits | \$ 101,368 | \$ 132,371 |
| Accounts payable and accrued liabilities | \$ 151,801 | \$ 15,694 |
| Total | \$ 253,169 | \$ 148,065 |

iii) Market Risk

The College is exposed to market risks with respect to interest rates and foreign currency exchange rates, as follows:

Interest Rate Risk:

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The College's interest rate exposure relates to cash and cash equivalents and credit cards. The College also has an authorized bank line of credit of \$100,000 with interest payable monthly at a rate of Royal Bank of Canada prime less 0.6%. Changes in the bank's prime rate can cause fluctuation in interest payments and cash flows. There was no balance outstanding on this credit facility as of June 30, 2020.

14. BUDGET FIGURES

Budget figures included in the financial statements were approved by the Board on April 30, 2019, and the Minister of Advanced Education on July 4, 2019.

15. RELATED PARTIES

These financial statements include transactions with related parties. The College is related to its key management personnel, close family members, and organizations who share these individuals, along with all Government of Saskatchewan ministries, agencies, boards, school divisions, the health authority, colleges and crown corporations under the common control of the Government of Saskatchewan. The College is also related to non-Crown enterprises that are subject to shared control of the Government of Saskatchewan.

(a) Related Party Transactions:

Transactions with these related parties are in the normal course of operations. Amounts due to or from and the recorded amounts of transactions resulting from these transactions are included in the financial statements and the table below.

| | June 30 2020 | June 30 2019 |
|---|---------------------|---------------------|
| Revenues: | | |
| <i>Horizon School Division #205</i> | \$ 281,877 | \$ 330,687 |
| <i>Ministry of Advanced Education/Immigration and Career Training</i> | 4,590,531 | 4,629,007 |
| <i>Ministry of Finance</i> | - | - |
| <i>Other Regional Colleges</i> | 12,298 | 10,286 |
| <i>Prairie Spirit School Division</i> | - | - |
| <i>Prairie Valley School Division</i> | - | - |
| <i>Saskatchewan Government Insurance</i> | - | 39,728 |
| <i>Saskatoon Health Region</i> | - | - |
| <i>Saskatchewan Polytechnic</i> | 47,695 | 18,419 |
| <i>Other Related Parties</i> | 907 | 2,162 |
| | \$ 4,933,308 | \$ 5,030,289 |
| Expenses: | | |
| <i>Horizon School Division #205</i> | 82,831 | 81,708 |
| <i>Conseil des Ecoles Fransaskoises</i> | - | 350 |
| <i>Ministry of Central Services</i> | 11,260 | 11,135 |
| <i>Ministry of Finance</i> | 916 | - |
| <i>SaskEnergy</i> | 9,704 | 8,796 |
| <i>SaskPower</i> | 17,200 | 14,429 |
| <i>SaskTel/ Sask Mobility</i> | 46,972 | 45,212 |
| <i>Saskatchewan Workers Compensation Board</i> | 11,144 | 11,510 |
| <i>Saskatchewan Polytechnic</i> | 338,067 | 491,288 |
| <i>Tourism Saskatchewan</i> | - | 12,500 |
| <i>Other Related Parties</i> | 34,516 | 37,182 |
| | \$ 552,610 | \$ 714,110 |

In addition, the College pays Provincial Sales Tax to the Saskatchewan Ministry of Finance on all its taxable purchases and customer sales on items that are deemed taxable. Taxes paid are recorded as part of the cost of those purchases.

The College receives long distance telephone services between major centers from SaskTel, a related party, at reduced rates available to Government agencies.

16. ACCUMULATED SURPLUS

Accumulated surplus represents the financial assets and non-financial assets of the College less liabilities. This represents the accumulated balance of net surplus arising from the operations of the College and accumulated net re-measurement gains and losses.

Certain amounts of the accumulated operating surplus, as approved by the Board, have been designated for specific future purposes. These internally restricted amounts, or designated assets, are included in the accumulated surplus presented in the statement of financial position. Accumulated surplus from operations also includes externally restricted contributions for which the contributor has placed restrictions.

The College does not maintain separate bank accounts for the designated assets.

Details of accumulated surplus are as follows:

| | June 30 2019 | Addition during the year | Reductions during the year | June 30 2020 |
|--|---------------------|--------------------------------|-------------------------------|---------------------|
| Invested in Tangible Capital Assets: | | | | |
| Net Book Value of Tangible Capital Assets | \$ 4,196,933 | \$ 26,427 | \$ 267,485 | \$ 3,955,875 |
| | 4,196,933 | 26,427 | 267,485 | 3,955,875 |
| Internally Restricted Operating Surplus: | | | | |
| Capital Projects: | | | | |
| <i>Sustaining Capital Funding</i> | 14,192 | 29,500 | 24,436 | 19,256 |
| | 14,192 | 29,500 | 24,436 | 19,256 |
| Other: | | | | |
| <i>Information Technology</i> | 119,764 | | | 119,764 |
| <i>Online registration/content management software</i> | 50,000 | - | - | 50,000 |
| <i>Accounting software upgrades and enhancements</i> | 30,273 | - | - | 30,273 |
| <i>Student Information System</i> | 75,000 | | | 75,000 |
| <i>Inventory Software</i> | 25,000 | | | 25,000 |
| <i>Learning Enhanced Technology</i> | 18,617 | | | 18,617 |
| <i>Professional Development</i> | 61,832 | 11,311 | | 73,143 |
| <i>Vehicles</i> | 158,684 | 15,000 | | 173,684 |
| Scholarship | | | | |
| <i>BHP Billiton</i> | 113,526 | 65,820 | 75,000 | 104,346 |
| <i>Saskatchewan Innovation and Opportunity</i> | 125,232 | 20,575 | 59,500 | 86,307 |
| Other (targeted programming funds) | | | | |
| <i>Programming</i> | | | | |
| - <i>English as a Second Language</i> | 86,658 | 87,750 | 102,029 | 72,379 |
| - <i>Skills Training Allocation</i> | 298,664 | 1,000,000 | 982,500 | 316,164 |
| - <i>ABE on Reserve</i> | 154,560 | 237,000 | 237,000 | 154,560 |
| - <i>ABE Credit</i> | 84,585 | 428,000 | 428,000 | 84,585 |
| - <i>ABE Essential Skills for the Workplace</i> | 107,506 | 200,000 | 174,080 | 133,426 |
| | 1,509,901 | 2,065,456 | 2,058,109 | 1,517,248 |
| Unrestricted Operating Surplus | 422,658 | 108,497 | 37,000 | 494,155 |
| Total Accumulated Surplus | \$ 6,143,684 | \$ 2,229,880 | \$ 2,387,030 | \$ 5,986,534 |

The purpose and nature of each Internally Restricted Operating Surplus amount is as follows:

- a) Sustaining Capital Funding – Provincial funding to assist with preventative maintenance and replacement of capital assets. Funds will be fully utilized in 2020/21.
- b) Information Technology - Replacement of photocopiers and the balance for IT equipment (server, networking appliances and computers for staff/students).
- c) Online Registration/Content Management Software – purchase and implementation of online registration software and Client Relationship Management software.
- d) Accounting Software Upgrades and Enhancements – Current accounting software was updated June 2018. Enhancements such as payroll and human resources will be added/upgraded.
- e) Learning Enhanced Technology – smart boards, video conference, technology to aid in the classroom.
- f) Professional Development – 1% of staff salary placed into a reserve to provide training. Each employee can accrue up to three years of PD.
- g) Vehicles – replacement of two College vehicles in 2020/21. Plus an annual allocation of \$15,000 for future vehicle needs.
- h) BHP Billiton – The College administers scholarships funded by BHP Billiton.
- i) Saskatchewan Innovation and Opportunity Scholarships – College generated scholarship funds along with matching funds from the Ministry.
- j) English as a Second Language – Funds received from Ministry to provide English language training for immigrants.
- k) Skills Training Allocation – funds targeted by Ministry to provide skills training.
- l) ABE On-Reserve – funds targeted by Ministry to provide On-Reserve adult basic education.
- m) ABE Credit – funds targeted by Ministry to provide adult basic education.
- n) ABE Essential Skills for the Workplace – funds targeted by Ministry to develop formal partnerships to develop and deliver literacy and essentials skills programs that enable learners to work in local businesses throughout the province.

17. CONTRACTUAL OBLIGATIONS AND COMMITMENTS

| | Operating Leases | | |
|---------------------------------------|-------------------|------------------|-------------------|
| | Office Rental | Copier Leases | Total Operating |
| Future minimum lease payments: | | | |
| 2021 | \$ 174,150 | \$ 8,375 | \$ 182,525 |
| 2022 | 154,214 | 7,092 | 161,306 |
| 2023 | 154,967 | 7,092 | 162,059 |
| 2024 | 157,197 | 3,546 | 160,743 |
| 2025 | 126,599 | - | 126,599 |
| | 767,127 | 26,105 | 793,232 |
| Interest and executory costs | - | - | - |
| Total Lease Obligations | \$ 767,127 | \$ 26,105 | \$ 793,232 |

18. CONTRACTUAL RIGHTS

Contractual rights are rights to economic resources arising from contracts or agreements that will result in both an asset and revenue in the future.

The College has the following contractual rights:

| | June 30, 2020 | |
|---------------------------------|-------------------|-------------------|
| | 2021 | Total |
| Federal Contracts | \$ 277,414 | \$ 277,414 |
| First Nations Contracts | | - |
| Total Contractual Rights | \$ 277,414 | \$ 277,414 |

19. COVID-19 PANDEMIC

The COVID-19 pandemic is complex and rapidly evolving. It has caused material disruption to businesses and has resulted in an economic slowdown. The College continues to assess and monitor the impact of COVID-19 on its financial condition. The magnitude and duration of COVID-19 is uncertain and, accordingly, it is difficult to reliably measure the potential impact on the College's financial position and operations. The College has determined that these events are non-adjusting subsequent events. Accordingly, the financial position and results of operations as of and for the year ended June 30, 2020 have not been adjusted to reflect their impact.

20. COMPARATIVE FIGURES

Certain 2019 comparative figures have been reclassified to conform with the current year's presentation.

Schedule 1

Carlton Trail College
Schedule of Revenues and Expenses by Function
for the year ended June 30, 2020

| | 2020 Actual | | | | | | | | | | 2020 Budget | 2019 Actual |
|---------------------------------------|---------------------|-------------------|-----------------|------------------|------------------|---------------------|--------------------|--------------|--------------------|-------------|---------------------|---------------------|
| | General | | Skills Training | | Basic Education | | Services | | Scholarships | | | |
| | Credit | Non-credit | Credit | Non-credit | Learnr | Support | Counsel | Scholarships | | | | |
| Revenues (Schedule 2) | | | | | | | | | | | | |
| Provincial government | \$ 2,439,250 | \$ 1,310,803 | \$ 1,500 | \$ 287,596 | \$ 20,544 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 4,680,400 | \$ 4,990,046 |
| Federal government | - | - | - | 234,880 | - | - | - | - | - | - | 273,000 | 253,056 |
| Other | 60,114 | 965,669 | 134,365 | 47,846 | 7,166 | 5,430 | 86,365 | - | - | - | 1,643,165 | 1,368,065 |
| Total Revenues | 2,499,364 | 2,306,672 | 135,865 | 669,322 | 27,710 | 5,430 | 86,365 | - | - | - | 6,596,565 | 6,611,167 |
| Expenses (Schedule 3) | | | | | | | | | | | | |
| Agency contracts | 150 | 648,049 | 31,295 | 41,290 | - | - | - | - | - | - | 727,125 | 601,266 |
| Administration | 267,465 | - | - | - | - | - | - | - | - | - | 276,420 | 250,255 |
| Equipment | 8,997 | 24,751 | 50,066 | 16,636 | 13,624 | - | - | - | - | - | 141,350 | 199,366 |
| Facilities | 114,756 | 115,113 | 2,568 | 70,283 | 13,478 | 3,250 | - | - | - | - | 264,385 | 281,216 |
| Information technology | 76,170 | 2,182 | - | 10,785 | 118 | - | 3,425 | - | - | - | 89,950 | 133,454 |
| Operating | 312,239 | 235,582 | 12,512 | 32,862 | 65,294 | 80,207 | 134,500 | - | - | - | 1,017,700 | 974,913 |
| Personal services | 1,877,074 | 1,121,943 | 31,204 | 657,094 | 458,479 | 149,967 | - | - | - | - | 4,562,275 | 4,219,603 |
| Total Expenses | 2,855,911 | 2,145,690 | 128,083 | 787,989 | 592,130 | 164,044 | 134,500 | - | - | - | 7,139,205 | 6,750,063 |
| Surplus (Deficit) for the year | \$ (157,547) | \$ 160,982 | \$ 7,772 | \$ 13,270 | \$ 88,704 | \$ (158,614) | \$ (48,105) | \$ - | \$ (48,105) | \$ - | \$ (482,550) | \$ (157,906) |

Schedule 2

Carlton Trail College
Schedule of Revenues by Function
for the year ended June 30, 2020

| | 2020 Revenues Actual | | | | | | | | | | 2019 Total Revenues Actual | |
|--|----------------------|--------------|-----------------|------------|-----------------|------------|----------|-----------|--------------|-----------|-------------------------------------|-------------------------------------|
| | General | | Skills Training | | Basic Education | | Services | | Scholarships | | | 2020 Total Revenues Actual |
| | Credit | Non-credit | Credit | Non-credit | Credit | Non-credit | Support | Counsel | Budget | | | |
| Provincial Government | | | | | | | | | | | | |
| Advanced Education/ Immigration and Career Training | | | | | | | | | | | | |
| Operating grants | \$ 2,406,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 2,406,000 | \$ 2,373,400 |
| Program grants | - | 1,000,000 | - | - | 564,755 | 387,995 | - | - | - | - | 1,952,750 | 2,137,250 |
| Capital grants | 29,500 | - | - | - | - | - | - | - | - | - | 29,500 | 22,000 |
| | 2,435,500 | 1,000,000 | - | - | 564,755 | 387,995 | - | - | - | - | 4,389,650 | 4,532,650 |
| Contracts | - | 197,031 | 1,500 | - | - | - | - | - | - | - | 219,076 | 100,464 |
| Other | 2,950 | - | - | - | - | - | - | 20,544 | - | - | 2,950 | 1,800 |
| | 2,439,250 | 1,197,031 | 1,500 | - | 564,755 | 387,995 | - | 20,544 | - | - | 4,611,075 | 4,639,914 |
| Other provincial | - | 113,862 | - | - | 188,571 | - | - | - | - | - | 302,373 | 350,932 |
| Total Provincial | 2,439,250 | 1,310,893 | 1,500 | - | 753,326 | 387,995 | - | 20,544 | - | - | 4,913,448 | 4,990,846 |
| Federal Government | | | | | | | | | | | | |
| Program grants | - | - | - | - | - | 234,882 | - | - | - | - | 234,882 | 233,026 |
| | - | - | - | - | - | 234,882 | - | - | - | - | 234,882 | 233,026 |
| Other Federal | - | - | - | - | - | - | - | - | - | - | - | - |
| Total Federal | - | - | - | - | - | 234,882 | - | - | - | - | 234,882 | 233,026 |
| Other Revenue | | | | | | | | | | | | |
| Admin recovery | 1,024 | - | - | - | - | - | - | - | - | - | 10,724 | 13,176 |
| Contracts | - | 301,399 | 49,685 | - | 40,385 | 57,921 | - | 5,430 | 9,100 | - | 634,820 | 272,017 |
| Interest | 49,268 | - | - | - | - | - | - | - | - | - | 51,983 | 53,944 |
| Rentals | 5,150 | 75 | - | - | - | - | - | - | 2,035 | - | 5,225 | 625 |
| Rentable items | - | 71,781 | 2,225 | - | - | 80 | - | - | - | - | 74,092 | 104,978 |
| Tuition | - | 533,573 | 82,445 | - | - | - | 80 | 7,466 | - | - | 623,184 | 710,349 |
| Donations | - | - | - | - | - | - | - | - | - | - | 74,660 | 165,031 |
| Other | 4,072 | 6,841 | - | - | 7,401 | - | - | - | - | - | 20,374 | 48,586 |
| | 60,114 | 955,069 | 134,355 | - | 47,840 | 58,007 | - | 7,466 | 5,430 | 86,395 | 1,294,882 | 1,568,085 |
| Total Other | 60,114 | 955,069 | 134,355 | - | 47,840 | 58,007 | - | 7,466 | 5,430 | 86,395 | 1,294,882 | 1,568,085 |
| Total Revenues | \$ 2,499,364 | \$ 2,306,502 | \$ 135,855 | - | \$ 801,172 | \$ 680,884 | - | \$ 27,710 | \$ 5,430 | \$ 86,395 | \$ 6,643,312 | \$ 8,562,557 |

Schedule 3

Carroll Trail College
Schedule of Expenses by Function
for the year ended June 30, 2020

| General (Schedule C) | 2020 Expense Actual | | 2020 | | 2019 | | Total Expenses Actual | Total Expenses Budget | 2018 Expenses Actual | | |
|--------------------------------|---------------------|--------------|-------------------|------------|--------------|-----------|-----------------------------|-----------------------------|----------------------------|--------------|--------------|
| | Total Education | | Services | | Scholarships | | | | | | |
| | Grant | Non-Grant | Learn- Support | Course | | | | | | | |
| Agency Contracts | | | | | | | | | | | |
| Contracts | \$ - | \$ 216,803 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 216,803 | \$ 727,125 | \$ 601,018 | |
| Instructors | 150 | 429,886 | 11,255 | 115 | 41,290 | - | - | 632,386 | - | 270 | |
| | 150 | 546,689 | 11,255 | 115 | 41,290 | - | - | 719,837 | 727,125 | 601,288 | |
| Amortization | 207,487 | - | - | - | - | - | - | 207,487 | 276,420 | 290,238 | |
| Equipment | | | | | | | | | | | |
| Equipment (non-capital) | 3,790 | 8,803 | - | 2,300 | 4,073 | - | 209 | 26,627 | 27,075 | 117,491 | |
| Fuels | 15,084 | 313 | 40,300 | 3,741 | 491 | - | - | 68,709 | 86,035 | 52,136 | |
| Repairs and maintenance | 18,380 | 1,905 | 1,270 | 1,908 | 181 | - | - | 22,422 | 27,640 | 26,756 | |
| Vehicle Expense Allocation | (35,000) | 14,279 | 490 | 8,505 | 8,006 | 500 | 3,541 | - | - | - | |
| | 8,997 | 24,761 | 40,066 | 18,636 | 13,521 | 108 | 3,750 | 117,858 | 141,350 | 198,338 | |
| Facilities | | | | | | | | | | | |
| Building supplies | 3,334 | 1,305 | - | 753 | 125 | - | - | 5,497 | 6,015 | 5,854 | |
| Grounds | 2,488 | - | - | 808 | - | - | - | 4,294 | 4,890 | 4,790 | |
| Janitorial | 23,850 | 23,729 | - | 11,741 | - | - | - | 58,326 | 50,780 | 55,138 | |
| Refr. | 81,940 | 88,427 | 2,988 | 44,478 | 18,380 | - | - | 161,717 | 160,180 | 170,209 | |
| Repairs & maintenance building | 10,480 | 1,304 | - | 7,444 | - | - | - | 18,888 | 13,750 | 11,300 | |
| Utilities | 6,591 | 18,357 | - | 4,553 | - | - | - | 31,111 | 23,420 | 27,210 | |
| Security & alarm systems | 2,213 | 1,421 | - | 871 | - | - | - | 5,140 | 5,820 | 4,580 | |
| | 114,785 | 115,119 | 2,988 | 78,280 | 13,478 | - | - | 314,230 | 294,385 | 297,238 | |
| Information Technology | | | | | | | | | | | |
| Computer services | 32,717 | - | - | - | - | 3,195 | - | 48,842 | 38,535 | 58,838 | |
| Data communications | 645 | - | - | - | - | - | - | 645 | 2,140 | 5,048 | |
| Equipment (non-capital) | 8,295 | 54 | - | 18,705 | - | 85 | - | 26,839 | 17,080 | 5,383 | |
| Materials & supplies | 1,651 | - | - | 80 | - | - | - | 1,731 | 6,075 | 2,114 | |
| Refr. | 1,281 | - | - | - | - | - | - | 1,381 | 1,310 | 1,280 | |
| Repairs & maintenance | - | - | - | - | - | - | - | - | 480 | - | |
| Software (non-capital) | 26,887 | 2,118 | - | - | 178 | 235 | - | 29,962 | 23,420 | 28,738 | |
| | 70,176 | 2,182 | - | 18,785 | 138 | 1,425 | - | 82,668 | 88,950 | 101,474 | |
| Operating | | | | | | | | | | | |
| Advertising | 40,543 | 6,111 | 2,868 | 2,738 | 4,340 | - | - | 56,738 | 88,150 | 94,470 | |
| Association fees & dues | 12,670 | 803 | - | 202 | 388 | - | 800 | 15,264 | 19,890 | 8,788 | |
| Gift books | 224 | - | - | - | - | - | - | 224 | - | - | |
| Financial services | 8,550 | - | - | - | - | - | - | 8,500 | 10,790 | 10,800 | |
| In-service (included FEO) | 32,780 | 1,375 | 422 | 875 | 280 | - | 308 | 32,852 | 47,880 | 46,738 | |
| Insurance | 48,082 | - | 805 | - | - | - | - | 48,887 | 49,780 | 48,904 | |
| Materials & supplies | 16,880 | 96,039 | 2,168 | 12,898 | 42,004 | 10,483 | 433 | 178,831 | 248,830 | 263,430 | |
| Postage, freight & courier | 12,762 | 2,524 | 300 | 21 | 2,088 | 115 | - | 17,514 | 18,280 | 18,210 | |
| Printing & copying | 23,782 | 154 | - | - | 190 | 88 | 111 | 24,315 | 34,088 | 30,538 | |
| Professional services | 28,952 | - | - | - | - | 1,563 | - | 31,588 | 57,040 | 58,530 | |
| Revolving fund | 71 | 81,201 | 1,012 | - | 199 | - | - | 83,683 | 115,475 | 128,530 | |
| Subscriptions | 4,062 | 209 | - | - | - | - | - | 4,262 | 6,490 | 2,690 | |
| Telephone & fax | 43,672 | 5,402 | - | 8,391 | 1,144 | - | 5,287 | 61,976 | 58,175 | 58,291 | |
| Tuition | 33,915 | 11,216 | 4,743 | 4,327 | 12,091 | - | 3,306 | 69,229 | 148,878 | 98,891 | |
| Travel | 4,171 | 38,936 | 309 | 5,339 | 7,384 | - | - | 52,799 | 144,788 | 112,015 | |
| Other | 312,239 | 238,582 | 12,172 | 32,852 | 85,284 | 12,169 | 18,287 | 514,500 | 1,017,790 | 875,910 | |
| Personal Services | | | | | | | | | | | |
| Employee benefits | 537,644 | 148,717 | 1,870 | 73,617 | 69,790 | 10,733 | 20,380 | 654,651 | 714,290 | 598,438 | |
| Honoring | 18,888 | 100 | - | - | 480 | - | - | 19,468 | 32,380 | 28,208 | |
| Salaries | 1,552,572 | 873,816 | 28,734 | 583,577 | 388,329 | 62,727 | 127,817 | 3,171,682 | 3,845,635 | 3,687,830 | |
| Other | - | - | - | - | - | - | - | - | - | - | |
| | 1,617,074 | 1,121,943 | 31,204 | 657,204 | 458,419 | 73,460 | 148,607 | 4,311,791 | 4,602,275 | 4,279,632 | |
| Total Expenses | \$ 2,668,911 | \$ 2,148,629 | \$ 128,282 | \$ 707,992 | \$ 682,180 | \$ 17,762 | \$ 114,844 | \$ 114,500 | \$ 6,708,402 | \$ 7,128,228 | \$ 6,178,010 |

Carlton Trail College
Schedule of General Expenses by Functional Area
for the year ended June 30, 2020

Schedule 4

| | 2020 General Actual | | | | 2020 | 2020 | 2019 |
|--------------------------------|---------------------|------------------------------|--------------------------|------------------------|----------------------|----------------------|----------------------|
| | Governance | Operating and Administration | Facilities and Equipment | Information Technology | Total General Actual | Total General Budget | Total General Actual |
| Agency Contracts | | | | | | | |
| Contracts | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Instructors | - | 150 | - | - | 150 | - | - |
| | - | 150 | - | - | 150 | - | - |
| Amortization | - | - | 267,480 | - | 267,480 | 276,420 | 260,200 |
| Equipment | | | | | | | |
| Equipment (non-capital) | 1,520 | 7,960 | - | 209 | 9,709 | 11,000 | 60,000 |
| Rentals | - | 16,904 | - | - | 16,904 | 10,200 | 17,937 |
| Repairs and maintenance | - | 18,200 | - | - | 18,200 | (14,200) | 29,804 |
| Vehicle Expense Allocation | - | (25,028) | - | - | (25,028) | - | (48,401) |
| | 1,520 | 7,266 | - | 209 | 8,995 | 9,580 | 64,340 |
| Facilities | | | | | | | |
| Building supplies | - | - | 3,334 | - | 3,334 | 1,800 | 2,810 |
| Grounds | - | - | 3,450 | - | 3,450 | 3,200 | 3,509 |
| Janitorial | - | - | 23,856 | - | 23,856 | 20,900 | 24,117 |
| Rental | 357 | - | 61,580 | - | 61,944 | 61,500 | 50,015 |
| Repairs & maintenance building | - | - | 10,490 | - | 10,490 | 8,000 | 5,855 |
| Utilities | - | - | 8,001 | - | 8,001 | 5,320 | 7,981 |
| Security & alarm systems | - | - | 3,211 | - | 3,211 | 3,200 | 3,102 |
| | 357 | - | 114,430 | - | 114,796 | 104,070 | 102,479 |
| Information Technology | | | | | | | |
| Computer services | 340 | 10,132 | - | 18,236 | 27,717 | 32,838 | 62,232 |
| Data communications | - | 645 | - | - | 645 | 2,410 | 5,046 |
| Equipment (non-capital) | - | 65 | - | 0,140 | 9,208 | 2,000 | 4,382 |
| Materials & supplies | - | 116 | - | 1,545 | 1,661 | 2,750 | 2,009 |
| Rentals | - | 1,261 | - | - | 1,261 | 1,310 | 1,295 |
| Software (non-capital) | - | 8,674 | - | 16,907 | 25,581 | 21,570 | 27,744 |
| | 340 | 20,863 | - | 45,628 | 76,119 | 62,878 | 102,698 |
| Operating | | | | | | | |
| Advertising | 977 | 39,250 | - | 300 | 40,543 | 46,025 | 44,305 |
| Association fees & dues | 4,285 | 8,589 | - | - | 12,875 | 16,305 | 8,138 |
| Bad debts | - | 224 | - | - | 224 | - | - |
| Financial services | - | 9,506 | - | - | 9,506 | 10,700 | 10,758 |
| In-service (includes ITC) | 7,449 | 26,300 | - | - | 33,799 | 61,250 | 43,022 |
| Insurance | - | 45,002 | - | - | 48,002 | 48,910 | 48,904 |
| Materials & supplies | 405 | 15,451 | - | - | 15,856 | 18,400 | 15,045 |
| Postage, freight & courier | 30 | 12,123 | - | - | 12,153 | 14,470 | 13,227 |
| Printing & copying | 264 | 23,018 | - | - | 23,782 | 30,015 | 28,941 |
| Professional services | 2,540 | 27,104 | - | - | 29,653 | 44,540 | 65,103 |
| Resale items | - | 71 | - | - | 71 | - | - |
| Subscriptions | - | 4,062 | - | - | 4,062 | 4,850 | 2,680 |
| Telephone & fax | - | 41,909 | - | 1,743 | 43,672 | 43,950 | 42,085 |
| Travel | 11,447 | 21,526 | - | 541 | 33,516 | 68,505 | 45,556 |
| Other | 982 | 3,193 | - | - | 4,175 | 6,500 | 6,923 |
| | 28,739 | 260,910 | - | 2,500 | 212,239 | 306,950 | 372,864 |
| Personal Services | | | | | | | |
| Employee benefits | 140 | 279,481 | - | 26,003 | 305,644 | 318,270 | 304,196 |
| Honorary | 18,500 | - | - | - | 18,500 | 30,150 | 24,050 |
| Salaries | - | 1,409,463 | - | 143,109 | 1,662,072 | 1,462,540 | 1,029,504 |
| Other | - | - | - | - | - | - | - |
| | 18,640 | 1,688,944 | - | 169,112 | 1,877,074 | 1,811,360 | 1,377,750 |
| Total General Expenses | \$ 49,260 | \$ 2,007,265 | \$ 351,920 | \$ 217,720 | \$ 2,454,911 | \$ 2,468,115 | \$ 2,390,290 |

Terms & Definitions

ABE

Adult Basic Education

Casual Student

One who is taking courses within a program group that collectively total less than 30 hours of scheduled class time.

Completer

A student who has completed the time requirement of a course or all courses within a program session.

ESL

English as a Subsequent Language

FLE

Full Load Equivalent is defined as the total participant hours divided by the accepted full-load equivalent factor for a program group. Full Load Equivalents are calculated as follows:

Basic Education Credit

1 FLE = 700 participant hours

Basic Education Non-Credit

1 FLE = 700 participant hours

Institute Credit

1 FLE = 675 participant hours

Industry Credit

1 FLE = 675 participant hours

Non-Credit

1 FLE = 675 participant hours

University

1 FLE = 390 participant hours

FTE

Full-Time Equivalent

Full-time Student

One who is taking courses that collectively require a minimum of 18 hours of scheduled class time per week for a minimum period of 12 weeks.

Graduate

A student who has successfully completed all program requirements and attained a level of standing resulting in credit recognition from an accrediting institution, industry and/or regulatory body.

Participant Hours

The total time (in hours) all students are actively involved in a program (courses) of study.

Part-time Student

a) One who is taking courses of less than 12 weeks duration, even if they collectively require more than 18 hours of scheduled class time per week; or b) one who is taking courses that are at least 12 weeks in duration but collectively require less than 18 hours of scheduled class time per week.

Student Enrolments

Total number of unique students enrolled in program session(s) or course(s) within a program group.



Program Groups

Institute Credit

Education and training which leads to a credential (e.g. certificate, diploma, degree) from a recognized credit-granting institution.

Industry Credit

Education and training which leads to a credential that is recognized by an industry association or sector, regulatory body or licensing agency.

Non-Credit

Education and training that does not result in credentials or certification but a) meets specific needs identified for an industry, group, firm or sector; or b) leads to or enhances a person's/group's employability; or c) enhances community and/or social development or develops hobby, leisure and recreation skills.

Basic Education Credit

Academic Skills development that leads to certification at a Grade 10 or 12 level or prepares individuals to write the GED exam.

Basic Education Non-Credit

Enhances an individual's reading, writing and numeracy skills or develops personal and life skills necessary for employment activities or teaches English as a Subsequent Language.



Campus Locations

Humboldt

611 17th Street
Box 720, Humboldt, SK
S0K 2A0
Tel: 306-682-2623
Fax: 306-682-3101

Watrous

202A 6th Avenue East
Box 459, Watrous, SK
S0K 4T0
Tel: 306-946-2094
Fax: 306-946-2367

Wynyard

400A Avenue D West
Box 716, Wynyard, SK
S0A 4T0
Tel: 306-554-3767
Fax: 306-554-3205

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Carlton Trail College
(Saskatchewan)