

MINISTRY OF TRAINING, COLLEGES AND UNIVERSITIES



Private Career Colleges Act, 2005

Superintendent's Policy Directive #3

Standards for Programs in the Security Guard or Private Investigator Fields

February 25, 2010

Directive

Pursuant to section 23(1) of the *Private Career Colleges Act, 2005* (“PCCA, 2005”), private career colleges (PCCs) that offer programs in the security guard or private investigator field must have the program(s) approved by the Superintendent of Private Career Colleges and as per subsection 4 are required to comply with the conditions specified by the Superintendent in this directive.

PCC programs in the security guard or private investigator field are required to adhere to the training standards prescribed in the curricula published by the Ministry of Community Safety and Correctional Services (MCSCS).

Authority

Clause 53(1)(a) of the PCCA, 2005 enables the Superintendent of Private Career Colleges to issue policy directives setting out standards for vocational programs or classes of vocational programs.

Enforcements

According to subsection 53(2) of the PCCA, 2005 policy directives issued by the Superintendent of Private Career Colleges are legal requirements that are binding on all PCCs and every PCC must comply with and operate in accordance with the policy directive.

Under subsection 24 (1) of the PCCA, 2005 the Superintendent may revoke a private career college’s approval to provide a specified vocational program if the Superintendent believes that the program fails to meet the conditions of the approval or the applicable standards or performance objectives set out in the Superintendent’s policy directives or no longer offers the skills and knowledge that would enable graduates to obtain employment in the vocation that is the subject of the program.

Compliance

This directive applies to all PCC program(s) that lead to vocations in the private security industry regulated under the *Private Security and Investigative Services Act, 2005* (PSISA). This includes security practitioners and private investigators who perform work, for remuneration, consisting primarily of:

- guarding or patrolling for the purposes of protecting persons or property,
- conducting investigations in order to provide information (on character or actions of an individual/business, the business or occupation of a person and the whereabouts of persons or property).

For example, the PSISA applies to any security guard, private investigator, bodyguard, bouncer or loss prevention personnel.

Such persons must be licensed under the PSISA. Only persons who have graduated from an institution that offers a program conforming to the prescribed standards will be eligible to apply for a license.

Accordingly, PCCs intending to offer program(s) in the security guard or private investigator field must meet the following requirements:

- Adopt the training standards prescribed in the MCSCS published curricula; **and**
- Obtain a third party assessment attesting to their compliance with the prescribed curricula.

PCC should refer to the *Fact Sheet #3 – Third Party Program Assessment* for information on third party assessor requirements.

If a PCC's program does not comply with this directive, the program approval may be revoked. If a PCC's program approval is revoked by the Superintendent under subsection 24(1) of the PCCA, 2005 it is the responsibility of the PCC to train-out current students, provide refunds on tuition paid, or arrange for training completions at other institutions.

The PCC must ensure that the train-out institution offers the MCSCS curriculum to ensure that students will be able to meet entry-to-practice requirements upon graduation. **PCCs are required to submit to the ministry an up-to-date Training Completion Plan to be used in the event that program approval is revoked.**

Non-PSISA Compliant Programs

PCCs that deliver law enforcement related training for vocations that are not subject to the PSISA must ensure that promotional materials and enrolment contracts do not suggest that the program(s) will enable graduates to obtain employment in the security guard and/or the private investigator field, as contemplated by the PSISA.

As a condition of program approval, PCCs offering training in law enforcement related vocations that are not subject to regulation under the PSISA are required to add a Ministry-specified disclaimer to student enrolment contracts advising students that upon graduation they will not be eligible for employment in the security guard and/or private investigator field.

The Ministry-approved disclaimer is attached to and forms part of this policy directive. It **must** be used by all PCCs offering non-PSISA compliant curricula.

Effective Date

This policy directive is effective April 15, 2010.

This document is a legal document and is binding on all private career colleges. Every private career college shall comply with and be operated in accordance with this policy directive.

Need More Information?

If you have questions about the *Private Career Colleges Act, 2005* contact the Ministry of Training, Colleges and Universities' Private Institutions Branch at:

Private Career Colleges Compliance Unit
Ministry of Training, Colleges and Universities
9th Floor Mowat Block
900 Bay Street
Toronto, ON M7A1L2

Telephone: (416) 314-0500 or 1-866-330-3395
Fax: (416) 314-0499

OR

Visit our website at: www.edu.gov.on.ca/eng/general/private.html

The full text of the act and regulations can also be downloaded from the Ontario government E-Laws website at:
www.e-laws.gov.on.ca

Disclaimer For Students in Law Enforcement Related Programs

In August 2007, private security industry workers (security guards and private investigators) became subject to the *Private Security and Investigative Services Act, 2005* (PSISA). The PSISA applies to any security guard, private investigator, bodyguard, bouncer or loss prevention personnel. The new legislation requires all individuals working in the private security industry to hold a valid licence issued by the Ministry of Community Safety and Correctional Services (MCSCS).

As of **April 15, 2010**, all persons wishing to be licensed under the PSISA are required to write a licensing test. In order to qualify to write the licensing test on or after April 15, 2010, one must have successfully completed a program adhering to the training standard as set out in the MCSCS curricula and prescribed in a regulation made under the PSISA. Any student graduating from a program that does not adhere to MCSCS’s training requirements will not qualify to write the licensing tests.

The _____
Program name

program offered by _____
Private Career College Name

in _____
Private Career College Location

does **not** adhere to the training standards set in the MCSCS curriculum. This program is **not** intended to provide a student with the skills and knowledge required to be employed in the private security industry. Graduates of this program will **not** be eligible for employment in the private security industry in the province of Ontario. This means you will **not** be qualified to work in such vocations as, but not limited to:

- security guard,
- private investigator,
- bodyguard,
- bouncer, or
- loss prevention personnel

I, _____, acknowledge that I have read the
Student Name

above disclaimer and understand that upon successful completion of this program I will not be eligible for employment in the private security industry in the province of Ontario.

Student Signature

Date