

# In Focus: Credential Validation Service Program Titling Tips

Developing a program at your college? CVS is here to help!

Here are some important considerations and reminders regarding program titling.

## Is your proposed program aligned to a Program Standard or Program Description?

**If a proposed program aligns to a Provincial Program Standard (PPS) the title of the standard MUST be used.**

**\*\*Note:** Colleges MAY add a modifier (PPS Title – modifier) to a Program Standard but the modifier must be supported by a minimum of two additional Vocational Learning Outcomes (VLOs)

**Example:**

**Business – Sustainable Agriculture**

**\*\*CVS Tip:** a hyphen highlights a program's speciality.

**If a proposed program aligns with a Program Description, consideration is given to both the MTCU code titles as well as the existing APS program titles. There is more flexibility in these cases.**

**\*\*Note:** Colleges must maintain alignment with other titles of the same MTCU code, with at least ONE word from the MTCU code in the title.

**Example:**

**MTCU Code 70523**

**MTCU Title: Big Data Analytics**

**Proposed Program Title: Applied Data Analytics**

## Does the proposed program title describe the field of study?

- ✓ Program titling must reflect the field of study and not a job title or position.
- ✓ Titles must not contain delivery mode or language references

Compliant Titles	Non-Compliant Titles
Home Child Care Practical Nursing Arts Administration Social Service Worker	Day Care Assistant (P-T) Practical Nursing Arts Administration (bilingual) Social Service Worker- Fast Track

## Would students and employers understand the program title?

- ✓ Program titles clearly align to the field of practice and are clear to both students and employers.
- ✓ The title should align with the program's Vocational Learning Outcomes (VLOs).

Proposed Title	CVS Feedback	Recommended Title(s)
Creative Solutions Management	Unclear field of study.	Creative Industries Management
Interdisciplinary Support for Child and Family Treatment	Question: What value does the added words "interdisciplinary support" have from a student or employer perspective? The interdisciplinary lens may emerge as a VLO.	Child and Family Treatment
Supply Chain Management - Local, National and International Operations	Use a hyphen to delineate a specialized focus.	Supply Chain Management-Global Supply Chain Management-Global Operations OR Supply Chain Management-Global Logistics



Ontario College Quality Assurance Service

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### Additional Resources:

[\(Video\) Mastering Program Titles](#)

[\(Video\) Understanding MTCU Codes](#)

[\(PDF\) CVS - Titling Protocols 2023-2024](#)