

1976
1977
CALENDAR

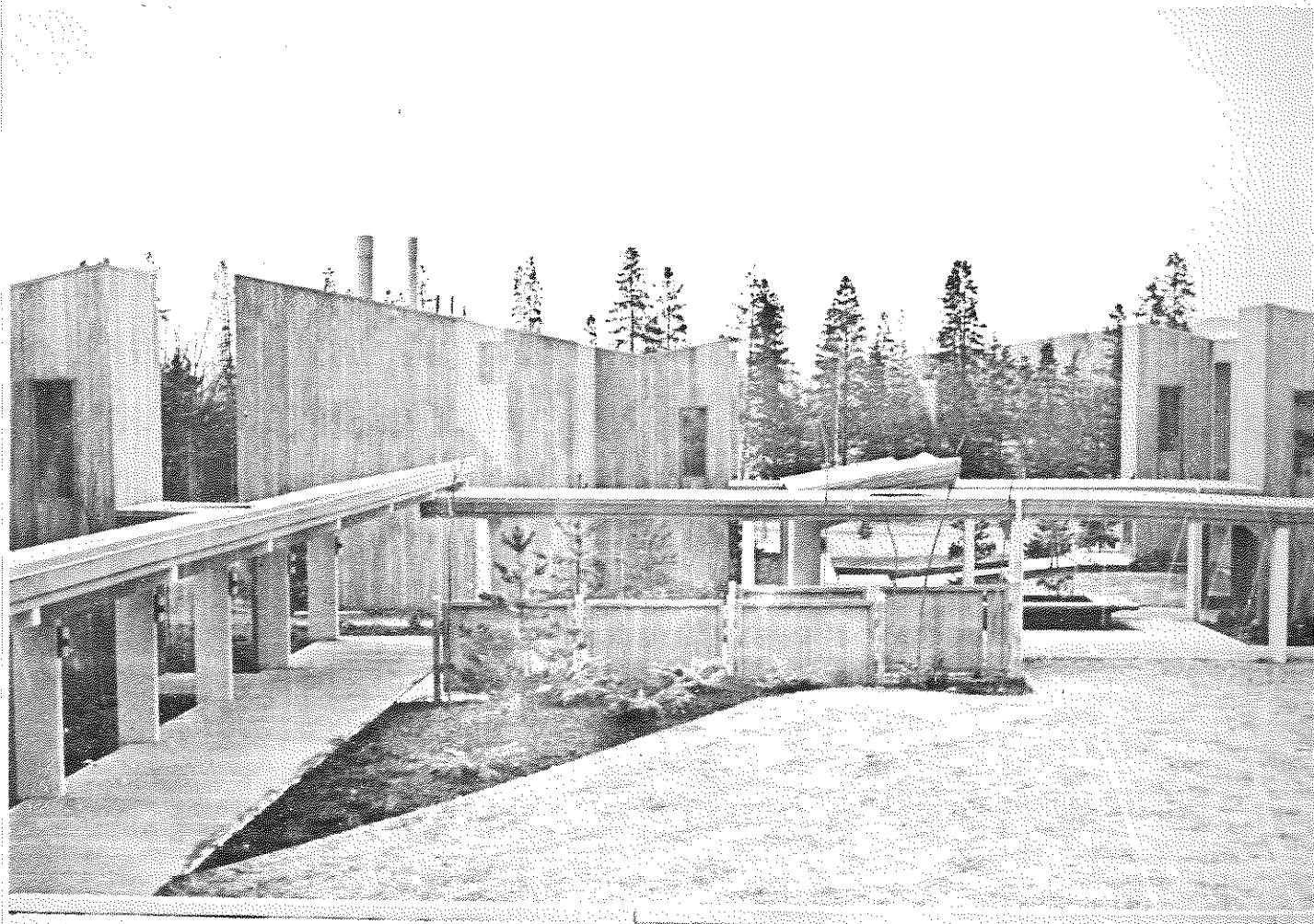
NORTHWEST COMMUNITY COLLEGE

CALENDAR

1976 - 1977

College Centres

Northwest Community College Terrace Centre Box 726 Terrace, B.C.	635-6511
Northwest Community College Prince Rupert Centre Box 698 Prince Rupert, B.C.	624-3120
Northwest Community College Kitimat Centre 1515 Kingfisher Kitimat, B.C.	636-6124
Northwest Community College Smithers Centre 3603 - 3rd Ave. Smithers, B.C.	847-3767



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NORTHWEST COMMUNITY COLLEGE

Northwest Community College is a publicly supported post-secondary institution established in May 1975 to serve a region comprising the five school districts of Northwestern British Columbia. The College is governed by a College Council representing the interests of the school districts and the community at large. The British Columbia Vocational School in Terrace became part of the College in April 1976 and at the same time School District No. 54 (Smithers) became the sixth district in the College region.

Academic, Vocational, and General Interest Courses are offered in the various communities throughout the College region. While the main facilities are presently those of the former Vocational School in Terrace, the College is also committed to the development of programs based in other communities of the Northwest region.

NORTHWEST COMMUNITY COLLEGE COUNCIL 1976-77

F. Beil	School District 52 (Prince Rupert)
A. Blakeney	Government Appointee, Kitimat
C. Ling	School District 80 (Kitimat)
W. Funk	School District 50 (Queen Charlotte Islands)
D. Gould	Government Appointee, Queen Charlotte Islands
W.R. Hutchison	Government Appointee, Terrace
A. Jeffery	Government Appointee, Hazelton
M. Knoerr	School District 54 (Smithers)
R.E.M. Lee	Government Appointee, Terrace (Chairman)
A. McKay	School District 92 (Nishga)
N. Orr	School District 88 (Terrace)

ADMINISTRATION

D.V. George - Principal
G. Harris - Bursar
S. Persky - Head, Academic Studies
R. Kilborn - Head, Career-Vocational Programs
F. Wilson - Head, Trades Training
F. Cassidy - Coordinator, Hazelton
D. Holman - Coordinator, Kitimat
G. Newall - Coordinator, Prince Rupert

INSTRUCTIONAL STAFF

I. Anderson - Geography
G. Bennest - Commercial
F. Cassidy - Political Science
M. Custodio - Welding
W. Crouch - Heavy Duty Mechanics
F. Hislop - Industrial First Aid, Commercial
B. Hobbs - Commercial
J. Jensen - Labour Program
J. Johnson - Cook Training
T. Kenna - Heavy Duty Mechanics
M. Loken - Economics
E. Marchand - Welding
J. Marvin - Native Studies Program Developer
A. Naherny - Electronics
J. Nachonachy - Anthropology, Women's Studies
C. Nielsen - Automotive
R. Nieman - Commercial
B. Parkes - Cook Training
S. Persky - Sociology
J. Peters - Carpentry
B. Petursson - Industrial Orientation
J. Simons - Early Childhood Education
G. Stanley - English
R. Sullivan - BTSD
W. Tripe De Roche - BTSD
L. Tarwick - Early Childhood Education
W. Walters - Marine Engine Repair
P. Weber - History
N. Webster - Mathematics, Chemistry
M. Willcox - BTSD, Chief Instructor
K. Williams - BTSD
B. Wood - Psychology



ACADEMIC STUDIES COLLEGE YEAR 1976-77

FALL SEMESTER: September 1 to December 31, 1976

Pre-registration, university transfer program	August 23,27
Registration (full program day students)	September 2,3
Fall semester classes begin	September 7

Registration (evening classes)

Prince Rupert	September 7
Kitimat	September 8
Terrace	September 9
Hazelton	September 9
Smithers	September 13
Queen Charlottes	first lecture

The time and place of registration for evening classes in each location will be advertised.

Last day for course change	September 24
Thanksgiving Day, College closed	October 11
Remembrance Day, College closed	November 11
Last day of official withdrawal from university transfer courses	November 29
Full semester classes end for university transfer courses	December 20

WINTER SEMESTER: January 1 to April 30, 1977

Registration (full program day students)	January 7
Winter semester classes begin	January 10
Registration (evening classes) first lecture	January 10-17
Last day for course change	January 21
Last day for official withdrawal from university transfer courses	April 2
Winter break	March 28-April 1
Good Friday, College closed	April 8
Easter Monday, College closed	April 11
Winter semester classes end	April 29

Application for Admission

Application for admission should be made as early as possible on forms available at the Registrar's Office in Terrace and College offices in other communities in the region. Personal interviews will be arranged for all applicants prior to registration.

Application Forms

Registrar
Northwest Community College
Box 726
Terrace, B.C. V8G 4C2
(Telephone: 635-6511)

Admission Requirements

Generally speaking the College will not require a specific academic background for admission to its program. In a few cases, a program may require pre-requisites—this does not mean that a student is disbarred, but rather, that his chances for success at this point are limited and that permission to enter may be required. There will be cases in which specific courses within a program must be taken in sequence.

Each application for entry into a program will be judged individually; and where possible, academic equivalency may be granted for experience gained through work in a similar or related field.

In courses where opinions are expressed by an instructor, they are his or her opinions, and not necessarily those of the Principal or of the College Council.

Registration

All students must register in person on the dates given in this calendar. Evening course registration sessions will be held at the beginning of each course.

Students must bring with them either,

(a) the letter of admission sent by the College on acceptance of application

or

(b) complete official records of secondary school and further academic work

Registration is not complete until the semester fees are paid in full.

Tuition Fees

Tuition fees are collected each semester. All fees are due and payable at the time of registration.

Full Time Students: (Students enrolled in 15 or more credit hours)

(a) Per Course (3 credits) Tuition \$25.50 Per Semester

NOTE: Part time students enrolled in other than 3 credit hours courses will be charged fees as follows:

(a) Tuition \$8.50 Per credit hour

NOTE: No fees will be charged to Senior Citizens 60 years of age and over.

Sponsored Students

Students whose fees will be paid by sponsoring agencies are required to present a letter to this effect from the agency concerned at the time of registration.

Student Fees

A non-refundable, minimal student will be assessed all students. This fee is payable at the time of registration.

Special Fees

The College endeavors to keep such fees to a minimum. A refundable lab fee of \$3.00 may be imposed at the instructor's discretion.

Auditor (Non-Credit)

It is possible to audit most of the courses offered by Northwest College. It is not necessary for auditors to meet academic requirements for admission or to submit transcripts of previous education with the application form.

An auditor must register and pay fees. Auditors ordinarily do not write examinations or hand in class assignments but may voluntarily participate in all aspects of the course. No record of courses audited is made on a student's permanent record.

A student may change from Audit to Credit or Credit to Audit status only within the FIRST TWO WEEKS of a semester.

Refunds

A complete refund of fees is made only when a course or program is cancelled.

Scale of Withdrawal Refunds

- | | |
|--|-------------------|
| (a) Withdrawal within two weeks after commencement of classes | 80 percent refund |
| (b) Withdrawal within four weeks after commencement of classes | 50 percent refund |
| (c) Withdrawal more than four weeks after commencement of classes. | No refund |

Course Change, Withdrawals

A student wishing to add, drop or change a course must complete the necessary forms available from the Registrar. Changes in programs must be made by the dates specified for these changes in this calendar.

A student may withdraw from any course by filing a withdrawal form with the office of the Registrar. After the twelfth week, withdrawals will be permitted only under exceptional circumstances, and only with the approval of the instructor. Students who drop a course without officially withdrawing will receive a final grade of F.

Responsibilities of the Student

The accuracy and completeness of registration documents is the responsibility of the student. A Verification of Registration will be mailed to each student approximately mid-way through each semester. Final grades will be recorded on the Permanent Record for only those courses shown on the Verification of Registration. Therefore, errors or omissions should be reported to the Registrar's Office promptly. A student will not receive credit for courses for which he is not officially registered.

Academic Advising

Prior to registration, prospective students can discuss questions about courses and programs with the instructors.

Student Services.

The College staff provides a variety of services to assist students and prospective students:

- (1) Counselling
 - educational
 - vocational
 - personal
- (2) Career and Educational Information
- (3) Financial Assistance information is available regarding scholarships, Canada Student Loans and B.C. Provincial Grants, Bursaries and Scholarships.
- (4) Housing
 - accommodation is available in residence at the Terrace Campus. A list of other accommodations is maintained.
- (5) Student Activities
 - the College staff endeavor to work closely with students in planning student activities.

Statement of Grades

A student will receive his grade statement by mail as soon as possible after the end of a semester. Statements of Grades are mailed to the home address unless otherwise advised.

No statement of grades, diploma or certificates will be issued until the student has cleared up all obligations to the College in the way of fees, overdue library books, or outstanding fines.

Transcripts of Permanent Record

Northwest College regards the individual's record as a personal and private document. Therefore, no transcripts are released without the written authorization of the individual concerned.

Official transcripts which bear the signature and seal of the Registrar are sent only upon the student's written request to employers, educational institutions, and other authorized agencies.

One official transcript will be sent by the College free of charge for each semester attended. For additional copies, a \$1 fee will be charged.

Appeals

Students have the right to appeal their grades. The mechanism for appeal is dependent upon the grade in question (whether mid-term or final), and the nature of the appeal (whether formal or informal). Information is available at the Registrar's Office.

Grades

For academic courses a letter system is used to record achievement of students. (Each grade is assigned a numerical weight or grade point which is used to determine the grade point average.)

Letter Grade	Numerical Equivalent	Interpretation
A	4.0	Outstanding achievement
B	3.0	Above average achievement
C	2.0	Average achievement
P	1.0	Below average achievement
F	0.0	Failure - no credit
I		Incomplete-grade
W		Withdrawal

Incomplete Grade

An Incomplete signifies that a portion of required course work has not been completed and evaluated in the prescribed time period due to unforeseen, but fully justified reasons and that there is still a possibility of earning credit. It is the responsibility of the student to bring pertinent information to the instructor and to reach agreement on the means by which the remaining course requirement will be satisfied. Agreement as to the conditions for removal of the Incomplete shall be put into writing by the instructor. One copy of the agreement is to be given to the student and one copy is to be filed with the Head of Academic Studies. A final grade is assigned when the work agreed upon has been completed and evaluated.

An Incomplete must be made up within one semester immediately following the end of the semester in which it is assigned. Failure to complete the assigned work will result in an Incomplete being counted as equivalent to an F for grade point computation. Any extension of the one semester limit must receive prior approval of the Head of Academic Studies.

Grade Point Average

Grade points are established by multiplying the credit hours of the course by the numerical equivalent of the letter grade. The grade point average for the year is obtained by dividing the total number of grade points by the total number of credit hours.

Advanced Placement

Advanced placement to a more advanced level of a sequence of courses in a subject area may be granted on admission as a result of an applicants previous work. Although a student may be granted exemption from the usual pre-requisite course as a result of advanced placement credit may or may not be granted for the pre-requisite course.

Advanced Credit

Northwest College may grant credit to applicants who have taken B.C. Grade 12 courses or college level courses from other colleges or universities. Students can expect to have these courses evaluated again by the university on application to the university.

In general, any student who has begun a degree program at a university and who expects to obtain transfer credit at a university for Northwest College courses must arrange his program in consultation with the appropriate university officials before applying to Northwest College in order to obtain the desired university credits. Such students are asked to submit copies of relevant correspondence with the application form in order to obtain assistance in selecting courses which will fulfill their desired educational objectives.

Scholarships and Bursaries

At press time, information on local scholarships and bursaries was being compiled. A complete list is available at the Registrar's Office.

Transfer of Courses

The transferability of courses taken at Northwest Community College is determined by the institution to which the student transfers. A transfer guide is available to help the student plan a program that will best serve the student transferring to the University of British Columbia, the University of Victoria, or Simon Fraser University.

STUDENTS INTENDING TO TRANSFER TO ANOTHER INSTITUTION SHOULD MAKE THEMSELVES FULLY AWARE OF THE REQUIREMENTS OF THE INSTITUTION THEY WISH TO ATTEND. Counsellors at Northwest Community College will assist students in planning their programs.

Universities vary in their requirements. The following are general standards in most institutions to which students will transfer.

- (a) No grades less than "C" assured credit.
- (b) Cumulative Grade Point Average of at least 2.0 is required.
- (c) Students may not receive more than 60 credit hours of transfer by a university.

University Transfer Program

For those who want to achieve full first year university level credit, a daytime program will be available at the Terrace campus. Sufficient courses will be offered to provide entry into arts or science based university programs. Daytime courses proposed for 1976-77 in Terrace are listed below.

Chemistry 101 /102	Mathematics 101 /102
Economics 101 / 102	Sociology 101 /102
English 101 /102	Psychology 101 /102
Geography 101 /102	Physics 101 /102
History 101 /102	

Room and board on the Terrace campus will be available to students taking a full program (five or six courses per semester).

Evening courses are offered in many communities through the College Region.

The following courses are proposed for 1976-77. They will be offered through the Community Education Service of the College.

PRINCE RUPERT

Anthropology 101 /102	Psychology 101 /102
Economics 101 /102	Sociology of Education 101 /102
English 101 /102	Women's Studies 101 /102
History 101 /102	

KITIMAT

Biology 101 /102
Economics 101 /102
English 101 /102
Geography 101 /102

History 101 /102
Psychology 101 /102
Women's Studies 101 /102

SMITHERS

Economics 101 /102
English 101 /102
Geography 101 /102

Geology 101 /102
History 101 /102
Psychology 101 /102

HAZELTON

English 101 /102
Geography 101 /102

Political Science 101 /102
Psychology 101 /102

Proposed Courses 1976-77

The following university transfer courses are projected for 1976-77, subject to adequate budgetary support and sufficient enrolment.

Course Numbering

All courses are given a four-digit number.
The first three digits represent the particular course.
The first digit represents the year or level.
The fourth digit gives the number of credit hours.

Special Symbols

The letter (F) or (W) after the course indicates in which semester the course is offered.

(F) Fall semester, september to december

(W) Winter semester, September

(W) Winter semester, January to April

The three numbers in parentheses at the end of the description indicate.

1. The number of lecture hours per week ;
2. The number of lab hours per week ; and
3. The number of hours in tutorials, seminars, etc., per week.

ANTHROPOLOGY 101-3 (F)
 A general introduction to Physical Anthropology. Evolution and genetics, Primatology, the fossil record of human evolution, characteristics of human populations, problems of classification and race. (3,0,0)

ANTHROPOLOGY 102-3
 A general introduction to Cultural Anthropology. A comparative approach to the study of the family and kinship, technology and economy, politics, the life cycles, world view and religion in simple societies (3,0,0)

BIOLOGY 101-3 (F)
 Introductory biology covering selected aspects of first year university biology. Topics included are animal behavior, ecology, genetics, evolution. Lecture and Lab each week. (3,3,0)

BIOLOGY 102-3 (W)
 A continuation of Biology 101 with emphasis on micro aspects of the life science. Topics include cell biology, molecular genetics, elemental biochemistry and other related topics. (3,3,0)

CHEMISTRY 101-5 (F)
 This course is designed to meet the needs of Science and Engineering students for a course in chemistry at the first year level.

Topics: a review of some basic principles. Basis of quantum mechanics and electronic configuration. The periodicity of chemical and physical properties; chemical bonding, liquids and solutions; strength volumetric analysis. Chemical equilibrium in both gases and solids.

Prerequisites: Chem 11 (min. Grade B) or Chem 12, Math 12, Physics 11

Corequisite: Math 101 (3,3,1)

CHEMISTRY 102-5 (W)

A continuation of Chem 101, designed to meet Science and Engineering students needs.

Topics: thermodynamics and thermochemistry. Redox reactions and electrochemistry; acids, bases and salt, some organic chemistry.

Prerequisites: Chem 101 or permission of the instructor

Corequisite: Math 101 (3,3,1)

ECONOMICS 101-3 (F)

An introductory course on economic history and economic theory. The first semester will focus on those aspects of economics which relate to Western society. Historical trends and major theorists will be discussed. (3,0,0)

ECONOMICS 102-3 (W)

A continuation of Economics 101 with emphasis on specific economic issues. Topics include those issues pertinent to Canada: study of wage and price controls, inflation, and resource development. (3,0,0)

ENGLISH 101-3

A course in literature and composition. This course will critically examine 20th Century literary genres such as short stories, poetry, novels and drama. (3,0,0)

ENGLISH 102-3 (W)

A continuation of English 101 but with emphasis on prose forms (novels, drama). Students will require to submit critical essays on 20th Century works. (3,0,0)

ENGLISH 201-3 (F)

A second year literature course which spans five centuries. Emphasis on English literature from c. 1350-1900. The first semester will deal with medieval literature (Chaucer) to Romantic literature. (3,0,0)

ENGLISH 202-3 (W)

A continuation of English 201. Emphasis will be upon literature of the 18th and 19th Century. Works will include poetry, drama, short stories and some representative novels. A reading list will be available at registration. (3,0,0)

GEOGRAPHY 101-3 (F)

This university transfer course will examine cultural landscape and the inter-relationship between man and the land. (3,0,0)

GEOGRAPHY 102-3**(W)**

A continuation of Geography 101 with an examination of selected topics of the physical and cultural environment. The course is designed to introduce the student to the broad themes of Geography. (3,0,0)

HISTORY 101-3**(F)**

European and world history. An introduction to historical events that led to the outbreak of World War I. (3,0,0)

HISTORY**(W)**

A continuation of History 101. Topics include European conditions after World War I, advent of World War II, the rise of Communism, the emergency of the U.S. as a world power and the spread of nationalism. (3,0,0)

MATHEMATICS 101-3**(F)**

An introduction to the basic techniques of differential calculus, designed to meet the needs of Science and Engineering students at a first year university level.

Topics: Limits, the derivative, differentiation of sums, products, quotients, function of functions (the chain rule) and trig-functions. Curve sketching and the mean value theorem are also studied.

Prerequisite: Math 12 (minimum Grade B) or permission of instructor (3,0,1½)

MATHEMATICS 102-3**(W)**

A continuation of Math 101. More differential calculus is followed by an introduction of the basic methods of integral calculus.

Topics: The differentiation of inverse trig, exponential hyperbolic and log functions; Integration - definite and indefinite integrals; Application of integral calculus; curve length, areas and volumes, Taylor's formula; Complex numbers and an introduction to Vectors.

Prerequisite: Math 101 or permission of the instructor. (3,0,1½)

PHYSICS 101-3**(F)**

An introductory survey of mechanics and heat; kinematics and dynamics of particles, work, energy, momentum, rotational motion, simple harmonic motion, temperature scales, thermal expansion, heat transfer, specific heats. (3,3,0)

PHYSICS 102-3**(W)**

An introductory survey of electricity, magnetism and light; electrostatics; electric fields, capacitance, potential, currents, resistance, electric circuits, magnetic forces, magnetic fields, electromagnetic induction; alternating currents, waves and light, interference, diffraction; emission and absorption spectra, special relativity. (3,3,0)

POLITICAL SCIENCE 101-3 (F)

An examination of the institutions and processes of Canadian government. Analysis will be made of the Canadian social structure and political culture. Parties, pressure groups, social movements, federalism and the legislative, executive and judicial aspects of government will be studied. (3,0,0)

POLITICAL SCIENCE 102-3 (W)

A continuation of Political Science 101. Topics include a study of major political ideologies such as nationalism, conservatism, liberalism, socialism, anarchism, fascism, and democracy. (3,0,0)

PSYCHOLOGY (F)

This is an introductory course encompassing an overview of all the major areas in psychology. No prerequisites are necessary, however some elemental knowledge of biology would be helpful.

Topics include a brief history of psychology, elemental design of experiments, the nervous system, perception and sensation and will conclude with current research in social psychology. (3,0,0)

PSYCHOLOGY 102-3 (W)

A continuation of Psychology 101.

Topics: Memory and cognition, motivation, personality theories, psychopathology and mental health. (3,0,0)

PSYCHOLOGY 201-3 (F)

A second year psychology course designed as a follow-up to Psychology 101-3. The course will be coordinated with the Early Childhood Education program in that the subject matter will deal with developmental aspects of the child.

Topics include the psychology of development from infancy to pre-school years. Areas of concern are prenatal factors, infant perception, the acquisition of language and thinking and formation of personality. (3,0,0)

PSYCHOLOGY (W)

Developmental periods from pre-school to adolescence.

Topics include: Socialization and family structure, child rearing practices, effect of school systems, problems in identity and adolescence. (3,0,0)

SOCIOLOGY 101-3 (F)

An examination of the structure of society through the major topics in the discipline of sociology; culture, socialization, primary groups, status and role and associations. (3,0,0)

SOCIOLOGY 102-3 (W)

An examination of the major institutions of society and some of the major trends of modern society. Religion, law education, politics, urbanization, industrialization and social movements will form the basis of the course. (3,0,0)

SOCIOLOGY OF THE FAMILY 205-3 (F)

The family and related social institutions. Topics include the origin and history of the family, marriage and children in Western Society. (3,0,0)

SOCIOLOGY OF THE FAMILY 206-3 (W)

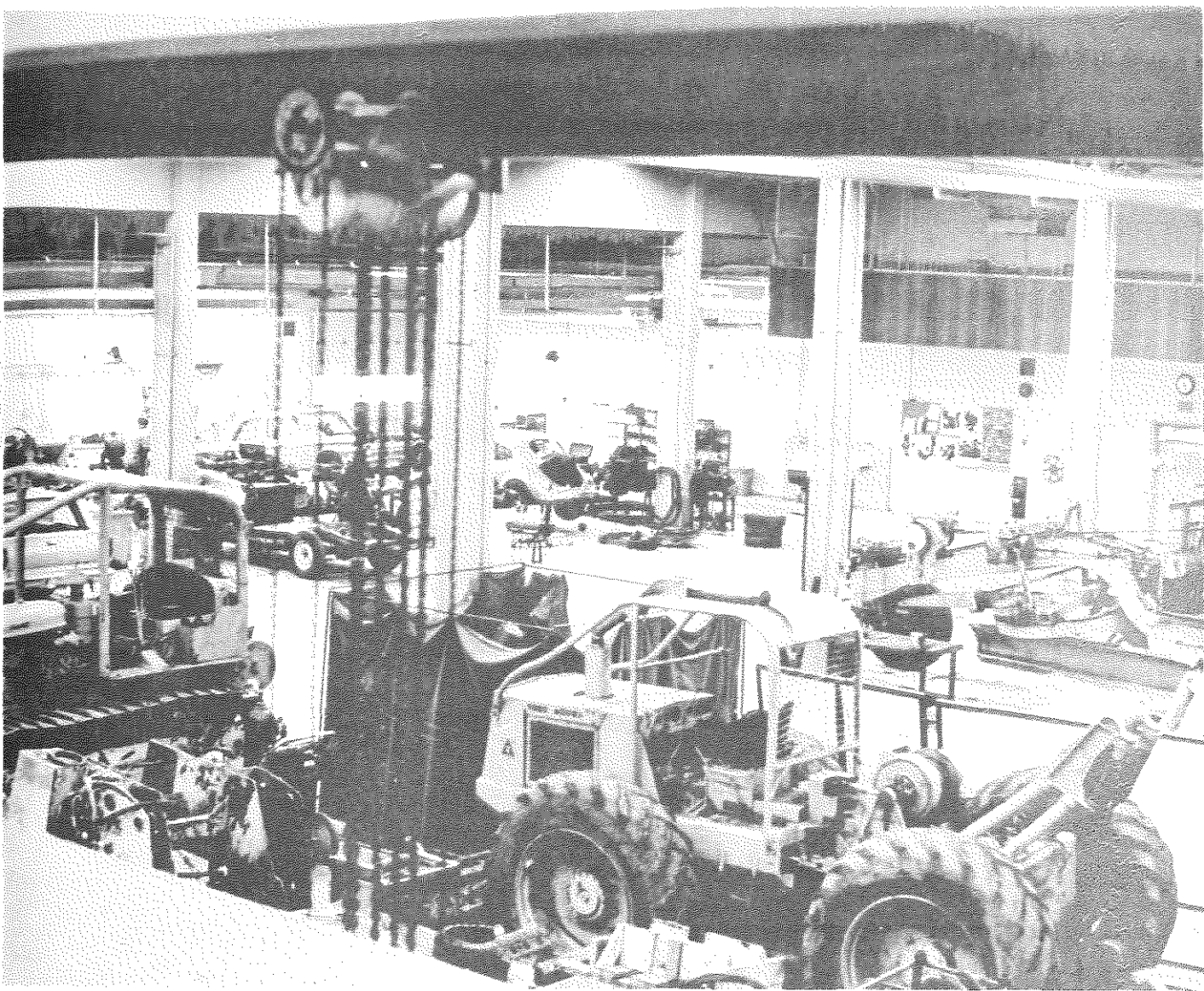
A continuation of first semester with emphasis on cross-cultural aspects of family such as sexual practices, marriage styles, living arrangements, and child rearing practices set in various social and economic contexts. (3,0,0)

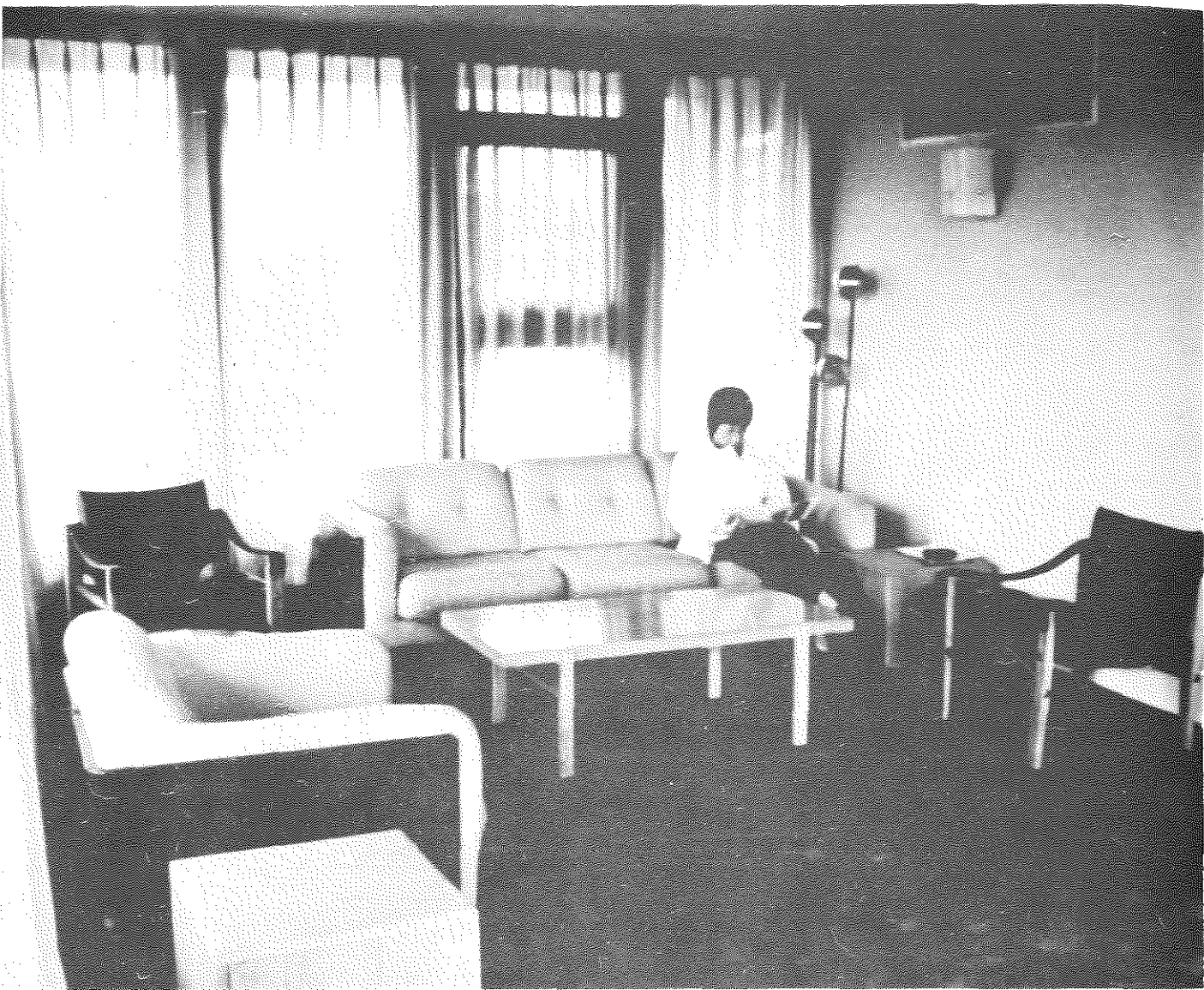
WOMEN'S STUDIES 101-3 (F)

This course will examine the status and role of women in Canadian society. It will trace the development of sex role divisions in the family and other institutions and examine the influence of education, media, etc. on the development and reinforcement of female role models. (3,0,0)

WOMEN'S STUDIES 102-3 (W)

A continuation of Women's Studies 101. Particular attention will be paid to the role of women in the paid labour force. The status of women at all levels of society will be examined; in addition North American conditions will be contrasted to those in other cultures, particularly in Europe and Asia. (3,0,0)





VOCATIONAL AND TRADES TRAINING PROGRAMS

The divisions of Vocational and Trades Training operate continuously and courses are scheduled, as much as possible, to meet employment and seasonal needs: Most courses have more than one entry annually so that enrollment is not limited to the fall.

The courses may be classified as follows:

- Pre-employment
- Pre-indentured Apprenticeship
- Upgrading Programs

Admission Requirements

In general, an applicant must:

- (a) be 17 years of age or over (certain pre-apprentice courses accept 16 years old)
- (b) have completed at least Grade 10 or the equivalent (Grade 12 is required for certain courses and recommended for most)
- (c) possess an interest in and an aptitude for a particular occupation.

It must be emphasized that employers are giving preference to applicants with Grade 12 graduation. Students with less than Grade 12 may find themselves handicapped when seeking employment.

For specific requirements for admission to a training course, students are directed to the program descriptions.

Adults are encouraged to apply for training even if they are unable to meet the educational requirements outlined in the calendar, as other factors such as work experience and maturity will be considered.

A transcript of the applicant's school record should be attached to the application form. For some courses, a medical examination is required.

Basic Training for Skill Development

Those persons who do not possess the stated Grade requirements are admissible to the course of their choice on completion of a period of intensive training known as "Basic Training for Skill Development."

Fees must be paid in advance.

Tuition

Pre-employment courses	\$15.00 per month
Pre-apprenticeship courses	Tuition is free and a subsistence allowance is paid to students while they attend school.

Welding Upgrade:

D.P.W. Tests No. 1, 2, 3

Material for test	\$18.00
Test Fee	3.00
Tuition	
(a) Day	3.00
(b) Week	12.00
(c) Month	40.00

D.P.W. Test No. 4

Material for test	\$10.00
Test Fee	3.00
Tuition	as in D.P.W. 1, 2, & 3

D.P.W. Test No. 5

Material for test	\$18.00
Test Fee	3.00
Tuition per day	7.00

Tests P1F6 Tig (Pulp Mills only) - as in D.P.W. Test 5
 Tests P8F7 Tig (Pulp Mills only) - as in D.P.W. Test 5
 Tests P8F5 M.M.A. (Pulp Mills only) - as in D.P.W. Test 5
 Red - Downhill - as in D.P.W. Test 1

Student Activity Fee \$1.00 per month payable in advance

Textbook and Tool Rental \$10.00 refundable

Payment of Fees: Fees are due and payable at the time of registration.

If students are unable to pay their fees at registration they must forfeit their space in the class.

Personal protective equipment as required by the Workers' Compensation Board shall be worn by students and may for some courses be supplied by the student.

Financial Assistance

It is possible for adults who have been out of the public school system and attached to the labour force for at least one year to receive financial assistance through their Canada Manpower Centre for pre-employment, pre-apprenticeship and full-time upgrading courses. Additional information and applications may be secured at all Canada Manpower Centres.

The Apprenticeship and Industrial training Branch, Department of Labour, provides a subsistence allowance and transportation allowance to applicants selected for pre-indentured apprenticeship training.

The training provides the basic skills and fundamental theory of a trade. It is expected that graduates of these courses will seek employment in the trades as apprentices and that they will receive suitable credit for their school training, thus reducing the length of their apprenticeship.

Canada Student Loans and Provincial Government Grants, which are based on need, are available to students at Northwest College. Information and application forms are available through the Registrar's office.

Procedure for Enrollment and Information on Starting Dates

1. Pre-Employment and Full-Time Upgrading Courses

Prospective students should contact the Collège or the nearest local Canada Manpower Centre.

2. Pre-indentured Apprenticeship Courses.

Prospective students may visit, telephone or write to the Apprenticeship and Industrial Training Branch, Department of Labour, 4211 Kingsway, Burnaby, B.C., V5H 3Y6, Telephone 434-5761; or Apprenticeship and Industrial Training Counsellor, Department of Labour, Government Building, Terrace, B.C., Telephone 635-2140; or the nearest Canada Manpower Center; or the College.

Student Services

The College staff provides a variety of services to assist students and prospective students in a variety of ways.

- (1) Counselling
 - educational
 - vocational
 - personal
- (2) Career and Educational Information
- (3) Financial Assistance information is available regarding sponsorship, Canada Student Loans and B.C. Provincial Grants, Bursaries and Scholarships.
- (4) Housing
 - accommodation is available in residences at the Terrace Campus.
 - A list of other accommodations is maintained.
- (5) Student Activities
 - the College Staff endeavors to work closely with students in planning student activities.

AUTOMOTIVE MECHANICAL REPAIR

A Pre-apprentice course in a Designated Trade sponsored by The Apprenticeship and Industrial Training Branch, Department of Labour.

This course is intended to prepare young people for employment as apprentices in the Automotive Mechanical Repair Trade.

The employment situation is normally indoors and may be anywhere from a small repair shop or service station doing general mechanical repairs, to the complex service department of a large automobile dealership.

In many cases the work involves direct contact with the public where courtesy, cooperation, and at times, the ability to accept criticism is important.

Course Content:

- General shop practice
- Automotive fundamentals
- Engines - air and liquid cooled
- Basic test equipment
- Electrical systems
- Running gear, clutches
- Transmissions, anti-spin and conventional rear axles
- Steering systems and braking systems
- Emission control systems
- Safety education

Starting Dates: January, July.

Length of Course: 5 months.

Requirements for Admission

Education:

Grade 12 preferred. Grade 10 minimum or a suitable level to meet the requirements of this program.

General:

- Good health
- Non-allergic to solvents and lubricants
- Mechanical aptitude
- 16 years of age and over

BASIC TRAINING FOR SKILL DEVELOPMENT

This program has been designed to upgrade individuals academically in as short a period of time as possible to enable them to qualify for employment or for enrollment in specific College programs.

There are three main areas of study:

Communications, Applied Mathematics, Basic Science.

The program offers training at four levels:

- (a) Up to Grade 6 equivalency.
- (b) Up to Grade 8 equivalency.
- (c) Up to Grade 10 vocational equivalency.
- (d) Up to Grade 12 vocational equivalency.

Requirements for Admission

Education: No educational pre-requisites.

General: applicants must have been away from the public school system for a period of at least one year. They must be capable of concentrated, independent study.

Starting Dates: Daily as space permits.

Length of Course: Varies to suit individual needs.

BUSINESS CAREERS PROGRAMS

A variety of commercial options are available which lead to certificates in:

- Typist
- Stenography
- Medical Stenography
- Secretarial
- Bookkeeping
- Accounting
- Industrial Records & First Aid

With the exception of I.R. & F.A. students, all enrollees in a Business program for the first term must complete an introductory program which normally takes two months of fulltime study prior to concentrating on a specific area of training and completing the requirements for one of the above certificates. I.R. & F.A. students normally begin on their specific training area. With approval of the Division Head, Industrial First Aid may be combined with other certificate programs.

Commercial Upgrading

Upgrading in specific areas is available to persons having previously earned a Northwest College certificate or who have advanced experience. Further information may be obtained from the College.

Starting Dates: Every second month, September and February for I.R. & F.A.

Length of Course: Variable to ten months

Requirements for Admission to Business Careers

Grade 10 required

Grade 12 preferred

Students with higher standing may be given priority.

Minimum standards and course requirements for completion of a Northwest College certificate are outlined in the following chart.

	Typ.	Steno.	Sec.	Bkkg.	Acc.	I.R.&R.A.	Med.Steno.
Typing (wpm)	50	50	55	40	30	30	50
Dictaphone	X	X	X	OP	OP	OP	X
Shorthand (wpm)		80	120				OP
Bus. English	X	X	X	X	X	X	X
Filing	X	X	X	X	X	X	X
Office Procedures	X	X	X	X	X	X	X
Bus. Arithmetic	X	X	X	X	X	X	X
Bus. Machines	X	X	X	X	X	X	X
Posting Machines				X	X	OP	
Basic Bookkeeping	OP	OP	X	X	X	OP*	OP
Intermediate Bookkeeping			X	X	X	OP*	
Accounting					X		
Commercial Law					X		
Report Writing					X		
Business Math					X		
Data Processing					X		
Accident Prevention						X	
Ind. First Aid						X	
Payroll & Timekeeping						X	
Medical Shorthand							OP
Medical Terminology							X
Medical Typing							X
Medical Office Procedures							X
Anatomy and Physiology							X

* In Place of Accident Prevention

CARPENTRY & JOINERY

A Pre-apprentice course in a Designated Trade sponsored by The Apprenticeship and Industrial Training Branch, Department of Labour.

This course is of practical nature and is designed to prepare young people for employment as apprentices in the Carpentry trade. One month of the course is devoted to Benchwork and Joinery.

Course Content:

- Care and use of hand tools
- Sharpening saws and edge-cutting tools
- Blueprint reading
- Layout and construction of footings and concrete forms
- Use of steel square
- Layout and construction of full-size buildings
- Layout and construction of roofs and stairs
- Applied mathematics
- Safety education
- Layout and construction of kitchen and bathroom cupboards

Starting Dates: April, September

Length of Course: 5½ months

Requirements for Admission:

Education:

- Grade 12 preferred
- Grade 10 minimum

General:

- Good health
- 16 years of age and over

COOK TRAINING

The purpose of this training is to provide on-the-job basic training in the school cafeteria for persons interested in a career in the Food Catering Industry.

Personal cleanliness, sanitation, and proper storage of foods are emphasized throughout the course.

Course Content:

- Trainees are taught how to plan menus
- Compatible food combinations and nutrition
- Quantity cooking
- How to carve meat and poultry
- Methods of utilizing left-overs

A portion of the course is given to salad and sandwich preparation, and short order grill work, which are areas of specialized employment in larger eating establishments. The economy of a business is taken into consideration and the intricacies of cost control are dealt with.

Starting Dates: January, April, July, September

Length of Course: 12 months

Requirements for Admission

Education:

- Grade 12 preferred
- Grade 10 minimum

General:

- Good health (must present a Health Certificate and proof of a recent Chest X-ray)
- Sincere interest in the trade and determination to succeed.

ELECTRONICS TECHNICIAN

This course consists of a natural progression of technical knowledge and applied skills, beginning with electrical and electronics theory and circuits and continuing through to logic and pulse circuits as used in computers.

Course Content:

- Basic electronics theory and circuits
- Tube and solid state circuit analysis
- Microwave systems
- Marine electronics
- Industrial electronics
- Home entertainment systems
- Digital and pulse techniques

Starting Dates: September, January

Length of Course: 10 months

Requirements for Admission

Education: Grade 12

General:

Keen analytical mind, problem solving ability, and the patience to give undivided attention to detail.

Eyesight and colour vision must be good, and students must not be tone deaf.

HEAVY DUTY MECHANICS

A Pre-apprentice course in a Designated Trade sponsored by The Apprenticeship and Industrial Training Branch, Department of Labour.

This program is intended to prepare young people for employment as apprentices in the Heavy Duty Mechanics Trade.

The training covers repair and maintenance on heavy equipment of both the wheeled and track variety.

Course Content:

- Fundamentals of gas and diesel engines
- Fuel systems
- Lubrication systems
- Cooling systems
- Electrical systems
- Clutches
- Transmission and drive mechanisms
- Running gear
- Engine disassembly and inspection
- Overhaul procedures
- Rebuilding

Starting Dates: April, October

Length of Course: 5½ months

Requirements for Admission

Education:

- Grade 12 preferred
- Grade 10 minimum

General:

- Good Health
- Non-allergic to solvents and lubricants
- Mechanical aptitude
- 16 years of age and over

MARINE ENGINE REPAIR AND MAINTENANCE

This course is designed to provide the student with the basic mechanical knowledge and techniques required to repair and maintain Marine Diesel and Gas Engines. On successful completion of this course, the student will be equipped to seek employment in the Marine Service Trade.

Course Content:

- General shop practice and safety
- Gas and diesel engines
- Lubrication
- Fuel systems
- Service procedures
- Carburetion
- Engine electrical systems
- Clutches
- Transmissions
- Outboard motors and welding

Starting Date: September

Length of Course: 10 months

Requirements for Admission

Education:

- Grade 12 preferred
- Grade 10 minimum

General:

- Good Health
- Non-allergic to solvents and lubricants
- Mechanical aptitude

WELDING GENERAL

Welding is an industrial art in a highly competitive field. It requires constant physical coordination of arms, hands, eye and brain and the welder develops manipulative skills through manual training. A graduate of this program will have gained sufficient practical experience and related theory to take a welding test under the A.S.M.E. sec. IX, C.S.A.-W-47, or A.W.S. Codes. These are recognized standards of qualification acceptable to industry.

The welding trade is universal in its application. Construction welding appeals to certain men due to the variety of working locations, while other welders prefer to remain in the industrial centres, where employment opportunities occur in practically every mechanical or metal trade.

Due to technological developments, welding equipment and techniques are constantly changing, thus a welder, though employed, should constantly strive to update his skills.

Course Content:

- Basic metallurgy
- Heat treatment
- Blueprint reading
- Plate and pipe layout
- Applied mathematics
- Principles of safety education
- Various welding procedures are applied to different types of metal

Starting Date: September

Length of Course: 10 months

Dress: The student must supply gloves

Requirements for Admission:

Education:

- Grade 12 graduation with Industrial and Mechanical Courses preferred.
- Grade 10 minimum

General:

Applicants must be free from defective vision, hearing, respiratory ailments and be physically suited to the trade.

WELDING UPGRADE

The primary purpose of this program is to prepare students for certification in the following categories:

A.S.M.E. Sec. IX, C.S.A.-W-47, or A.W.S. Codes

Special courses may also be arranged in the following areas:

Tungsten Inert Gas (TIG)

Gas Metal Arc

Requirements for Admission

Welding upgrading training is confined to persons presently or recently employed in welding, who wish to improve their techniques or becoming proficient in special processes, or who are approved for the following certification; A.S.M.E. sec IX, C.S.A.-W-47, or A.W.S. Codes. Persons requiring Provincial Government Certification are required to apply to the welding inspector, Department of Public Works, for assessment of their credentials. The inspector may stipulate a certain length of time for instruction before taking the test. The testing appointment will be arranged by the Upgrade Welding Instructor at the College.

General Information:

Upgrading runs continuously and may be taken as space becomes available.

Length of training time will be variable for each trainee. Maximum training period, 5 months.

Dress: Students must supply their own jacket, helmet, goggles and gloves.





Early Childhood Education

There is a need for trained personnel to work with young children in day care centers, parent participation pre-schools, private nursery schools and kindergartens. The Early Childhood Education program is designed to prepare students to qualify as supervisors in pre-school centers licensed by the Community Facilities Board.

Admission Requirements:

1. Completion of Grade 12 and evidence of good student potential.
2. Mature students may be admitted without Grade 12 if they show through interview, the ability to achieve desired academic work.
3. Applicants must have had some experience in the care of children under six years particularly with groups of children. References certifying that the experiences were successful are required at the time of interview.
4. Persons accepted for the course must have presented a medical report verifying that there are no indications that the applicant's future employment will be hindered by a present physical, mental or emotional problem. Current T.B. certificates must be presented before admission to the course.

The training program requires a serious investment of time, and in emotional and physical energy; therefore the student should make arrangements so that these will not be in conflict with personal interests.

This program will be offered during the day at the Terrace campus.

Selected courses will be offered in the evening and on weekends in other communities.

Fees for the program at Terrace are \$15.00 per month. Starting date is September 7, 1976

FALL SEMESTER

ECE 101 Program Development I
ECE 102 Curriculum I
ECE 103 Family in Society
ECE 104 Health and Nutrition
ECE 105 Practicum I
PSYCH 201 Child Psychology

WINTER SEMESTER

ECE 121 Program Development II
ECE 122 Curriculum II
ECE 123 Human Relationships
ECE 124 Administration
ECE 125 Practicum II
ECE 126 Practicum III
PSYCH 202 Child Psychology

EARLY CHILDHOOD EDUCATION 101

Program Development I

An introduction to planning and development of programs for pre-school centers; principles of guidance, use of facilities, equipment, routines of play, role of adults.

EARLY CHILDHOOD EDUCATION 121

Program Development II

A continuation of Early Childhood Education 101

EARLY CHILDHOOD EDUCATION 102

Curriculum I

An introduction to curriculum elements as related to child development; includes language, literature, music, science, and social studies.

EARLY CHILDHOOD EDUCATION 122

Curriculum II

A continuation of ECE 102 with emphasis on practical work.

EARLY CHILDHOOD EDUCATION 103

Family in Society

History of the family, comparisons between cultures.

EARLY CHILDHOOD EDUCATION 102

Health and Nutrition

Methods of fostering sound health and nutrition practices in the young child. Special emphasis on day care menu planning. Introduction to first aid and common childhood disorders.

EARLY CHILDHOOD EDUCATION 105

Practicum I

Methods of observation and recording child behavior. The student is exposed to a variety of education and care facilities for young children.

EARLY CHILDHOOD EDUCATION 123

Human Relationships

A study of the inter-relationship of home, school, and community in child development. Attention given to effective parent-teacher relationships, techniques of communication.

EARLY CHILDHOOD EDUCATION 124

Administration

An introduction to budgeting, records, purchasing, and staffing. Relationships with government agencies.

EARLY CHILDHOOD EDUCATION 125

Practicum II

Participation as an assistant in a variety of child care settings.

EARLY CHILDHOOD EDUCATION 126

Practicum III

Participation full time as an assistant in one pre-school or day care center.

LABOUR EDUCATION PROGRAM

Presently under development is a program designed to serve the trade union organizations, workers and the general public. Presentation will be through individual short courses, seminars, workshops as well as an extended program of courses. Those courses will be made available throughout the College Region.

The program will offer material useful to those engaged in all aspects of practical trade union work: bargaining, grievance procedures, stewards training, litigation, media skills, elements of collective agreements, and arbitration. It will provide unorganized workers interested in trade unionism with an introduction to labour rights. This will include a basic orientation in the legislative framework of certification and trade union organization.

The program will introduce courses which will develop an understanding of the economic, social, and political environment in which trade unions operate. There will be an opportunity to study business organization. Corporate organization, structure and law, management conceptions of "labour relations", interpretation of company financial statements, production management techniques and corporate political strategies would form some of the elements of a course in business organization. The program will provide for the study of the labour movement: the movement's history, social impact, literature and art.

NATIVE STUDIES PROGRAMS

Courses and programs are under development to serve some of the educational needs and the interests of the native people of the Northwest Region. In addition there will be courses of a wide interest concerning the Native people.

The program will provide course material of particular use to those engaged in management functions of Native communities such as community planning, resource use, project organization, as well as more general management courses. The program will offer an introduction to the legal and legislative history of the rights of Native people, land tenure and the powers of governmental agencies. Special vocational upgrading and orientation programs will be offered as well as courses covering techniques and development of Native Arts and Crafts. Understanding of the culture of the Native people will be enhanced by a range of courses relating to Native culture on a world context and culture from economic, geographic, historical and social points of view. The College will act as a local center for the study and preservation of material concerning the history, language and arts of the Native people of the Northwest.

For more information about these courses write to Native Studies, Northwest Community College, Box 726, Terrace, B.C., or phone 635-6511.





COMMUNITY EDUCATION SERVICE

The Community Education Service is an integral part of the College and is responsible for the organization and administration of a wide variety of College offerings at many locations throughout the College Region.

The College Community Education Service is operated in conjunction with the School District Adult Education departments in the Region and in most cases the College Coordinator is also the School District Adult Education Director. Through joint College-School District management committees and through various local and regional advisory committees, the Community Education Service is designed to be responsive to community needs.

With the exception of those programs requiring extensive laboratory or shop facilities, most of the courses listed in this calendar may be available from time to time throughout the Region. In addition, the Community Education Service offers special credit and non-credit courses, seminars and workshops in response to requests from particular communities or interest groups.

Information about the various course offerings in different locations is published and widely distributed twice yearly. Additional new courses will be advertised well in advance of the starting dates. To register for advertised courses call your nearest College office. Pre-registration, in person or by telephone is essential to the functioning of the Division as only courses with sufficient enrollment will be conducted. Tuition fees must be paid by the first night of the class. Registration is not complete until fees are paid in full.

The College reserves the right to change fees without notice, to limit registration in any program or to cancel or revise any of the courses listed.