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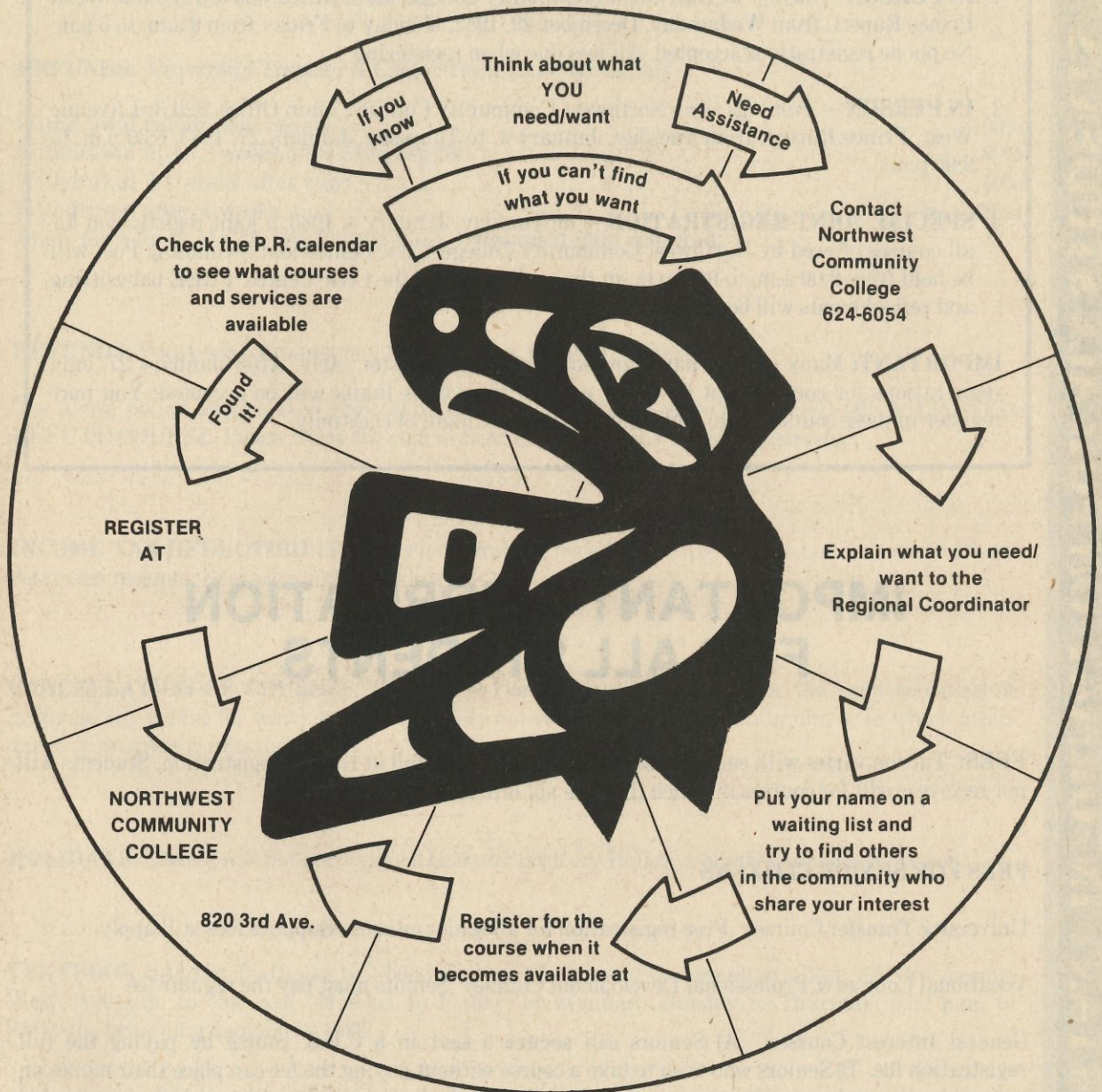


**NORTHWEST COMMUNITY COLLEGE
PRINCE RUPERT — 624-6054**

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HOW TO USE COMMUNITY EDUCATION?



SPECIAL THANKS TO SCHOOL DISTRICT NO. 52

Northwest Community College thanks School District #52 for its cooperation and extensive use of school facilities that help make the wide variety and number of courses offered by N.W.C.C. accessible to the residents of Prince Rupert and area.

ELAINE ROBILLARD
Regional
Coordinator

KATHY BEDARD
Assistant
Coordinator

CAPTAIN BEN WEST
Marine Program
Coordinator

NORA LOWE
Local Member,
Northwest Community College
Board of Governors

THREE WAYS TO REGISTER

1. **IN PERSON** — days — at Northwest Community College, Main Office, 820 3rd Avenue West, Prince Rupert, from Wednesday, December 29, 1982, Monday to Friday from 9 a.m. to 5 p.m. No phone registrations accepted. All fees due when registering.
2. **IN PERSON** — evenings — at Northwest Community College's Main Office, 820 3rd Avenue West, Prince Rupert, from Tuesday, January 4, to Thursday, January 27, 1983, 6:30 p.m. to 9:00 p.m.
3. **SPECIAL JOINT REGISTRATION** — on Tuesday, January 4, 1983, a joint registration for all courses offered by Northwest Community College, Civic Centre and Swimming Pool will be held from 9:00 a.m. to 9:00 p.m. in the auditorium of the Civic Centre. **FREE** babysitting and refreshments will be available.

IMPORTANT: Many courses have limited enrollment, register early. After January 27, only registrations for courses that have not reached their class limits will be accepted. You may register in these courses up to and including the first night of class only.

IMPORTANT INFORMATION FOR ALL STUDENTS

FEES: Tuition varies with each course and must be paid in full at time of registration. Students will not receive credit for courses in which they are not officially registered.

FEES FOR SENIOR CITIZENS

University Transfer Courses: Free registration for all senior citizens. Supplies fees still apply.

Vocational Courses & Professional Development Courses: Seniors must pay the regular fee.

General Interest Courses: A) Seniors can **secure** a seat in a C.E.S. course by paying the full registration fee. B) Seniors who wish to take a course without paying the fee can place their names on a stand-by list and enter the course provided it has reached minimum enrollment but not exceeded the maximum enrollment. All fee payers will have registration priority. Seniors will be notified not less than 24 hours prior to the course start if they will have a seat on the course. Supplies must be purchased.

FEES FOR THE DISABLED

University Transfer Courses: The disabled shall pay regular fees.

General Interest Courses: A) & B) above, under "Fees for Senior Citizens" applies here.

NOTE

Where disabled or senior citizens request C.E.S. courses specifically to address the needs of the disabled or senior citizens, the fee shall permit the college to recover the level of program costs set by the Board of Governors.

REFUNDS: University Transfer & Career Technical Courses only

Withdrawal before class begins.	100%
Withdrawal up to 2 weeks after class begins.	80%
Withdrawal 2-4 weeks after start.	50%
Withdrawal after 4 weeks.	No refund

Apply for refunds at 820 - 3rd Avenue West. **Original receipt required.**

REFUNDS: Vocational, Professional Development, General Interest

The above policy applies UNLESS OTHERWISE NOTED AS A NO-REFUND OR A LIMITED-REFUND COURSE. Please check the course description carefully before registering.

INCOME TAX DEDUCTIBILITY: Receipts totalling over \$100.00 are income tax deductible. Please retain fee receipts. Books are not tax deductible.

CANCELLATION OF COURSES: Northwest Community College reserves the right to cancel or postpone any course for which registration does not reach the required minimum, or in which attendance or progress is unsatisfactory.

HOLIDAYS: Classes will not normally be held on Statutory Holidays or when schools are closed.

TEXTBOOK SALES: Textbooks will be available at Northwest Community College, 820 3rd Avenue West, 9:00 a.m. to 5:00 p.m., Monday to Friday; or evenings, Monday to Thursday, 6:30 p.m. to 9:00 p.m., beginning January 4, 1983.

COUNSELLING SERVICES: The College Counsellor, H. Falladown, visits Prince Rupert once a week on Tuesdays. The counsellor is available to discuss and advise on college programs, career planning, financial aid, correspondence courses, university or vocational programs. Phone the Prince Rupert campus at 624-6054 to arrange an appointment.

LEARNING RESOURCE MATERIALS: Northwest Community College Library and resource materials are catalogued at the Prince Rupert Campus and may be ordered by students. Students registered in Northwest Community College courses can utilize the Prince Rupert Campus Learning Resource Centre.

PROFESSIONAL DEVELOPMENT COURSES

PROFESSIONAL DEVELOPMENT COURSES

COMPUTERS/DATA PROCESSING CONCEPTS FOR SMALL BUSINESS

INSTRUCTORS: Dr. Bill Bowie TIME: Thurs.-Sun., incl.
and Mr. Peter Trushell 8:30 a.m.-4:30 p.m.
LOCATION: to be announced DURATION: 4 days
DATES: Jan. 27, 28, 29, 30 FEE: \$250.00 (includes
coffee & materials)

NOTE: Pre-registration of 8 students required by Jan. 20. NO REFUNDS AFTER JAN. 20, UNLESS CLASS CANCELLED BY COLLEGE.

The objectives of this course are to provide students with an understanding of the jargon of the data processing field and to provide the necessary background for exploring many data processing topics in depth. An introduction to the use of the Apple II micro-computer and some basics of the BASIC language will also be provided. Course topics include: History of Computing; Programming and Programming Languages; Algorithm Development; Introducing BASIC; Elements of Computer Data Processing; Input/Output and Internal Storage; Hardware; Program Maintenance and Documentation; More BASIC; Debugging; Even More BASIC; Arrays; Files; File Handling in BASIC.

COMPUTING INTERMEDIATE FOR SMALL BUSINESS

INSTRUCTORS: Dr. Bill Bowie TIME: Tues.-Fri., incl.
and Mr. Peter Trushell 8:30 a.m.-4:30 p.m.
LOCATION: to be announced DURATION: 4 days
DATES: Feb. 22, 23, 24, 25 FEE: \$250.00 (includes
coffee & materials)

Note: Pre-registration of 8 students is required by Feb. 17. NO REFUNDS AFTER FEB. 17, UNLESS CLASS CANCELLED BY COLLEGE.

Designed for those who have completed an introductory basic computing course. This course provides a 2nd-level course in the programming language BASIC. Skills in BASIC are enhanced by writing file handling routines developed by the use of DATA DIRECTED DESIGN TECHNIQUES. Graduates of this course will have well-developed BASIC programming skills and a good grounding in file handling concepts.

COMPUTER ACCOUNTING FOR SMALL BUSINESS

INSTRUCTOR: to be announced TIME: 8:30 a.m.-4:30 p.m.
LOCATION: to be announced DURATION: 4 days
DATES: Apr. 1983 (specific FEE: \$250.00 (includes
dates to be announced) coffee & materials)

NOTE: Pre-registration of 8 students required one week prior to course start. NO REFUNDS AFTER THAT DATE UNLESS COURSE CANCELLED BY NORTHWEST COMMUNITY COLLEGE.

This course includes a review of accounting principles, an introduction to a micro-computer and the development of a bookkeeping system which includes a General Ledger Component and an Accounts Receivable Component.

HIRING IN THE '80s — EFFECTIVE RECRUITMENT & SELECTION

INSTRUCTOR: Neil Jones TIME: Mon. & Wed.,
LOCATION: P.R.S.S. 7:00-10:00 p.m.
DATE: Feb. 7 & 9 DURATION: 2 evenings
FEE: \$50.00 (includes
materials)

Pre-registration of 10 students required by Jan. 31. NO REFUNDS AFTER JAN. 31 UNLESS CLASS CANCELLED BY COLLEGE.

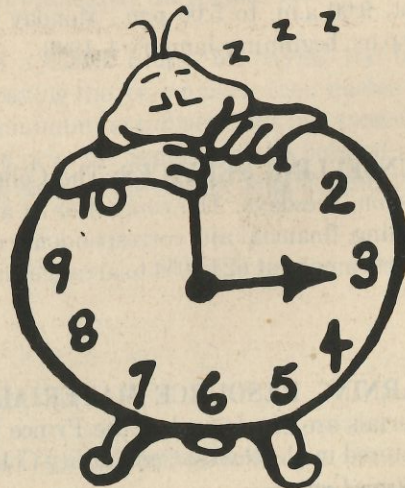
The purpose of this course is to increase participants' skills and confidence in effectively matching job applicants with position requirements; to reduce the probability of making poor selection decisions; to reduce the cost and time of hiring employees. It is designed for employers, managers and supervisors who are involved in the process of hiring employees; those whose position requires that they be concerned with the time and cost of filling vacant or new positions. (Personnel "specialists" should discuss the program content with the resource person before registering. Much of the content may not be new material for those who have formal training in this field.) Topics include the recruitment process, interviewing and the selection process.

TIME MANAGEMENT

INSTRUCTOR: Neil Jones
LOCATION: P.R.S.S.
TIME: Tues. & Thurs., 7:00 - 10:00 p.m.
DATE: Feb. 8 & 10
DURATION: 2 evenings
FEE: \$50.00 (includes materials)

Pre-registration of 10 students required by Feb. 1. NO REFUNDS AFTER FEB. 1 UNLESS CLASS CANCELLED BY COLLEGE.

This course is designed to assist participants to become more productive in their business, social and home lives through effective management of the time available to them. This course will be of interest to business people, homemakers, teachers, students — anyone who has not had previous training in the basics of proven time management concepts and practices. Topics include: importance of time, time usage, effective time management application.



DAY-TIME PROGRAMS

Note: For the following programs, Canada Employment sponsorship is available to a limited number of eligible candidates by registering with the local Canada Employment Centre at the Pride of the North Mall. For more information on Canada Employment sponsorship, please phone 624-9671. For more information about these programs, call 624-6054.

BASIC TRAINING FOR SKILLS DEVELOPMENT

LOCATION: N.W.C.C., 820 3rd Ave. West, Prince Rupert
DATES: Continuous Intake — course started Sept. 7, 1982
DURATION: 9 months

INSTRUCTOR: John Wood
TIMES: Mon. - Fri., 8:30 a.m. - 3:30 p.m.
FEE: \$30.00 per month plus \$25.00 refundable book deposit

Prerequisites: Students must be at least 17 years of age and have been out of the school system for a minimum of one year.

This is a vocational program for adults who wish to upgrade basic academic skills equal to a Grade 12 level to qualify for employment, entry into a vocational training program, or to meet requirements for apprenticeship training. Subjects studied are communications, mathematics and sciences. Students can enroll any time during the course period (space permitting) and will work at their own speed.

BUSINESS CAREER TRAINING PROGRAM

LOCATION: N.W.C.C., 820 3rd Ave. West, Prince Rupert
DATES: Mar. 7, 1983 - June 30, 1983
DURATION: 4 months

INSTRUCTOR: Mrs. Sue Russell
TIMES: Mon. - Fri., 9:00 a.m. - 4:00 p.m.
FEE: \$30.00 per month plus \$25.00 refundable book deposit

Subjects included in Typist Program:

Typing	TYPG 101, 102 (50 w.p.m. net)	Office Practice	OFPR 102 (Record Keeping)
Business English	BENG 101, 102, 103, 104	Dictatyping	DICT 101, 102, or 103

FISHERIES AND MARINE SKILLS PROGRAM

Throughout the winter months, the Marine Department will, in addition to the courses that are running currently, be offering upgrading instruction for all levels of certificate preparation up to the ON II level.

ENTRY: continuous intake

FEE: \$40.00 per month, \$12.00 per week or \$3.00 per day

Also offered is the Marine Emergency Duties I when sufficient students enroll.

Self-Study Certificate Preparation



The Northwest Community College is currently producing a series of self-study kits which prepare the student for specific MoT examinations. Their examinations are held monthly in Prince Rupert. One module covers one MoT examination.

Each module consists of lecture notes, exercises, answers and assignments. These modules are designed specifically for the fisherman who can study on board ship, at home or in the College.

Modules available for Winter 1983 are: 040 Chartwork and Pilotage; 020 Electronic Navigation Instruments; 060 Navigation Safety (Rules of the Road and Regulations); 161 General Seamanship. **Note:** Other modules up to Fishing Master II will be made available as they are developed.

Tuition: Includes contact with a tutor who will guide the student through the course by telephone in occasional meetings.

Supplies: Includes package of course materials only. Students must supply their own rulers, nautical dividers and writing materials.

Duration: At student's own pace. It is expected that a module shall be completed within 6 months.

BUSINESS AND INDUSTRIAL COURSES

ACCOUNTING 102 #5054

INSTRUCTOR: Doug Wallis
 LOCATION: N.W.C.C.
 TIME: Mon. & Wed., 7:00-9:30 p.m.
 DATE: Jan. 24-Mar. 30
 DURATION: 10 weeks
 FEE: \$75.00 & approx. \$20 for text



Note: NO REFUNDS AFTER JAN. 19 UNLESS CLASS CANCELLED BY COLLEGE.

Accounting 102 is concerned with basic methodology and logic, recording transactions and maintaining books of account for service and merchandising concerns; preparation and interpretation of financial statements; recording, reconciling and valuation of cash, accounts receivable, inventory and plant and equipment. Preparation of payroll records.

AIRBRAKES

INSTRUCTOR: Bud Hallock	LOCATION: P.R.S.S.
TIME: Tues.-Fri., 6:30-10:30 p.m.	DATE: Sec. I, Feb. 8-12 Sec. II, Mar. 15-19 Sec. III, Apr. 19-23
DURATION: 4 evenings & all day Sat.	FEE: \$38.00 plus \$2.00 for text

NOTE: NO REFUNDS AFTER JAN. 31 (SEC. I), MAR. 7 (SEC. II), APR. 11 (SEC. III), UNLESS CLASSES CANCELLED BY COLLEGE.

Purpose of this course is to prepare drivers with written and practical test on "Operation and Maintenance of Airbrake Systems". Successful completion of this course will qualify the student to apply for an airbrake endorsement on his/her present licence. Class limited to 16 students. Valid B.C. Driver's Licence required.

BUSINESS ENGLISH 104 #5049

INSTRUCTOR: Sue Russell	LOCATION: N.W.C.C.
TIME: Tues. & Thurs., 7:30-9:30 p.m.	DATE: Jan. 25-Mar. 31
DURATION: 10 weeks	FEE: \$60.00 & approx. \$20.00 for text

NOTE: NO REFUNDS AFTER JAN. 19 UNLESS CLASS CANCELLED BY COLLEGE.

This credit course covers the art of effective business writing. It includes punctuation and letter styles, how to write sales, credit and other letters; memorandums and reports; and other business correspondence.

FILING UPGRADING FOR SECRETARIES #5063

INSTRUCTOR: Linda Roach	LOCATION: N.W.C.C.
TIME: Sat., 10:00 a.m.-12:00 noon	DATE: Jan. 29-Feb. 19
DURATION: 3 weeks	FEE: \$12.00

NOTE: NO REFUNDS AFTER JAN. 21 UNLESS CLASS CANCELLED BY COLLEGE

Learn how to recognize filing systems, maintain them, as well as how to change them using the rules of filing. Course topics include different types of filing systems — alpha, numerical, alpha-numerical, geographic and by subject. An introduction to follow-up systems for filing will also be included.

HOMEMAKER TRAINING (MODULE 1)

#5055	INSTRUCTOR: C.A. Brodie	LOCATION: P.R.S.S.
TIME: Mon. & Thurs., 7:00-10:00 p.m.	DATE: Jan. 24-Mar. 14	FEE: \$67.50 plus \$4.50 for materials
DURATION: 8 weeks		

NOTE: NO REFUNDS AFTER JAN. 19 UNLESS CLASS CANCELLED BY COLLEGE

This is module 1 of a four-part provincial homemaker program designed for working homemakers. It provides theory and practical skills with emphasis on health, communication and protection.

HOMEMAKER TRAINING (MODULE 2)

#5075	INSTRUCTOR: C.A. Brodie	LOCATION: P.R.S.S.
TIME: Mon. & Thurs., 7:00-10:00 p.m.	DATE: Mar. 21-May 16 (no classes Apr. 1-7 due to Easter break)	FEE: \$67.50 plus \$4.50 for materials
DURATION: 8 weeks		

NOTE: NO REFUNDS AFTER MAR. 14 UNLESS CLASS CANCELLED BY COLLEGE.

This is module 2 of a four-part provincial homemaker program. A continuation of health, communication and protection theory and practical skills designed for the working homemaker will be included. In addition, an introduction to nutrition will be provided.

TYPING — BEGINNERS' #5050

INSTRUCTOR: Jean Bull	LOCATION: P.R.S.S.
TIME: Tues. & Thurs., 7:30-9:30 p.m.	DATE: Jan. 25-Mar. 31
DURATION: 10 weeks	FEE: \$60.00 plus approx. \$20.00 for text

NOTE: NO REFUNDS AFTER JAN. 19 UNLESS CLASS CANCELLED BY COLLEGE.

This course is designed to introduce the student to an electric typewriter and touch typing. Emphasis is placed on keyboard and typing technique instruction, with basic drills used to review knowledge. This non-credit course is offered as a prelude to Typing I.

TYPING I #5053

INSTRUCTOR: Melinda Kent	LOCATION: P.R.S.S.
TIME: Mon. & Wed., 7:30-9:30 p.m.	DATE: Jan. 24-Mar. 30
DURATION: 10 weeks	FEE: \$60.00 plus approx. \$20.00 for text

NOTE: NO REFUNDS AFTER JAN. 19 UNLESS CLASS CANCELLED BY COLLEGE.

This course deals primarily with production typing. Completion of an assignment list in conjunction with instructor guidance should familiarize the student with all general typed material including letters, business forms and manuscripts. Speed tests and drills are given regularly in order to promote and measure increased typing speed. Since this is a credit course, entrance requirements are completion of Beginner Typing and/or 35 w.p.m. net.

HAVE YOU PRE-REGISTERED?

HIGH SCHOOL UPGRADING COURSES



EVENING VOCATIONAL TRAINING COURSES

ADULT UPGRADING MATH — GENERAL & TECHNICAL #3462

INSTRUCTOR: Geesje Thornton TIME: Tues. & Thurs.,
7:00-9:30 p.m.
LOCATION: N.W.C.C.
DATE: Jan. 29 - Mar. 31 DURATION: 10 weeks
FEE: \$13.00,
refundable book
deposit \$25.00

Note: No refunds after Jan. 19 unless class cancelled by College.

Prerequisites: Students must be at least 17 years of age and have been out of the school system for a minimum of one year. This is a vocational program for adults who wish to upgrade basic academic skills in Math equal to a Grade 10 or 12 level to qualify for employment, entry into a vocational training program, or to meet requirements for apprenticeship training.

ADULT UPGRADING ENGLISH #3483

INSTRUCTOR: Joan Goruk TIME: Mon. & Wed.,
7:00 - 9:30 p.m.
LOCATION: N.W.C.C.
DATE: Jan. 24 - Mar. 30 DURATION: 10 weeks
FEE: \$13.00,
refundable book
deposit \$25.00

Note: No refunds after Jan. 19 unless class cancelled by College.

Prerequisites: Students must be at least 17 years of age and have been out of the school system for a minimum of one year. This is a vocational program for adults who wish to upgrade basic academic skills in English to a Grade 10 or 12 level to qualify for employment, entry into a vocational training program, or to meet requirements for apprenticeship training.

GRADE 12 EQUIVALENCY EXAM (G.E.D.)

This examination program is for adults who have not completed Grade 12, and who wish to earn a certificate stating they have the knowledge equivalent to a Grade 12 graduate. The exam is actually a series of five tests, one in each of English Language, English Literature, Math, Social Studies and Science. This may assist you in qualifying for a better job or for a promotion. Many people challenge these tests for their own personal satisfaction. Students prepare for these tests through home study. To assist students with their home study for the G.E.D. exam, two G.E.D. preparation courses are offered this semester. Please see description of these courses (G.E.D. Prep. English and Social Studies, and G.E.D. Prep. Math and Science) for more information. The next testing date for the G.E.D. exam in Prince Rupert is Sat., Mar. 26, 1983. You must be 19 years of age and a B.C. resident for six months prior to writing the G.E.D. exam. The exam fee (\$10.00) must be sent together with an exam application form (available at the Prince Rupert campus) to the Ministry of Education a minimum of three weeks prior to the testing date.

GRADE 12 EQUIVALENCY EXAM PREPARATION (G.E.D.) MATH & SCIENCE #5058 & #5065

INSTRUCTORS: Gary Champagne, Sect. 1; Chris Kan, Sect. 2
LOCATION: P.R.S.S.
DATE: Jan. 27 - Mar. 24

TIME: Thurs., 7:00 - 10:00 p.m.
DURATION: 8 weeks
FEE: \$7.00 and \$7.00 materials
TEXT: approx. \$8.00

Note: No refunds after Jan. 19 unless class cancelled by College.

Designed to assist students to prepare for the Math and Science tests which make up two of the five-part G.E.D. exam set by the Ministry of Education for Grade 12 equivalency. For tutoring in the three other test areas (English Language, English Literature and Social Studies), students must register in the G.E.D. Prep course for English and Social Studies #5057 and #5059.

GRADE 12 EQUIVALENCY EXAM PREPARATION (G.E.D.) ENGLISH & SOCIAL STUDIES #5057 & #5059

INSTRUCTOR: A. Braganza, Sect. 1; Ray Mathes, Sect. 2
LOCATION: P.R.S.S.
DATE: Jan. 25 - Mar. 22

TIME: Tues., 7:00 - 10:00 p.m.
DURATION: 8 weeks
FEE: \$7.00 and \$7.00 materials
TEXT: Approx. \$8.00

Note: No refunds after Jan. 19 unless class cancelled by College.

Designed to assist students to prepare for the two English tests and the Social Studies test which make up three of the five-part G.E.D. exam set by the Ministry of Education for Grade 12 equivalency. For tutoring in the other two test areas which are part of the exam (Math and Science), students must register in the G.E.D. Prep. course for Math and Science #5058 and #5065.

ADULT ENGLISH CLASSES	成人英語班
ΑΓΓΛΙΚΑ ΜΑΘΗΜΑΤΑ	ENGLANTIA AIKVISILLE
CLASAS PARA ADULTOS	ਦੀਡਮ: ਦਾਸੀ: ਅੰਗਰੇਜ਼ੀ ਦੀਗਾਂ ਜਮਾਤ
COURS D'ANGLAIS	POUR ADULTES

DAY-TIME

NOTE: For ESL Multi-Level, Canada Employment sponsorship is available to eligible candidates by registering with the local Canada Employment Centre at the Pride of the North Mall. For more information on Canada Employment sponsorship, please phone 624-9671. For more information about this class, call 624-6054.

ENGLISH AS A SECOND LANGUAGE — MULTI-LEVEL

INSTRUCTOR: Marie Grinstrand **TIMES:** Mon. - Fri., 9:00 a.m. - 12:00 noon; 1:00 - 4:00 p.m.
LOCATION: P.R. Fisherman's Hall **FEE:** \$30.00 per month
DATE: Continuous intake. Course ends Mar. 31, 1983

This is a vocational program designed for adults who wish to upgrade English-as-a-second-language conversation, reading and writing skills. Students can enroll any time during the course period (space permitting) and will work at their own speed.

MORNINGS ONLY

ENGLISH AS A SECOND LANGUAGE — LEVEL 1 — #5052 & #5051

INSTRUCTOR: to be announced **TIME:** Mon. - Fri., 9:00 a.m. - 12:00 noon
LOCATION: N.W.C.C. **DURATION:** #5051 — 6 weeks; #5052 — 6 weeks
DATES: Jan. 10 - Feb. 18, #5051; Feb. 21 - Apr. 1, #5052 **FEE:** #5051 — \$23.00; #5052 — \$23.00

This is a course for beginners which emphasizes oral practice with everyday English. Includes speaking and listening skills.

EVENING

ENGLISH AS A SECOND LANGUAGE — LEVEL 1 — #5060

INSTRUCTOR: Martha Nguyen **TIME:** Mon. & Tues., 7:00 - 9:30 p.m.
LOCATION: P.R.S.S., 417 9th Ave. West **DURATION:** 10 weeks
DATE: Jan. 24 - Mar. 29 **FEE:** \$13.00

This is a course for beginners which emphasizes oral practice with everyday English. Includes speaking and listening skills.

ENGLISH AS A SECOND LANGUAGE — LEVEL 2 — #5062

INSTRUCTOR: Leah Odine **TIME:** Mon. & Tues., 7:00 - 9:30 p.m.
LOCATION: P.R.S.S., 417 9th Ave. West **DURATION:** 10 weeks
DATE: Jan. 24 - Mar. 29 **FEE:** \$13.00

A course for people with basic knowledge of spoken English. Emphasis will be on the practice of everyday English, speaking and listening skills.

ENGLISH AS A SECOND LANGUAGE — LEVEL 3 — #5061

INSTRUCTOR: Dr. Mohindar Singh Hallan **TIME:** Mon. & Tues., 7:00 - 9:30 p.m.
LOCATION: P.R.S.S., 417 9th Ave. West **DURATION:** 10 weeks
DATE: Jan. 24 - Mar. 29 **FEE:** \$13.00

A course for people with basic knowledge of spoken English. Emphasis will be on the practice of English, speaking and listening skills.

GENERAL INTEREST COURSES

LOCATION OF CLASSES & SEMESTER START DATE

All general interest evening courses begin the week of Jan. 24, 1983, unless otherwise noted. Check individual course descriptions for specific start dates.

LOCATIONS: N.W.C.C.
Northwest Community College
820 3rd Avenue West
Prince Rupert

PRE-REGISTRATION DEADLINE

Pre-registration for general interest offerings. Registrations will only be accepted after Jan. 24 for those courses which have not reached their class maximums. Pre-registration is required for ALL courses and workshops.

P.R.S.S.
417 9th Avenue West
Prince Rupert

BOOTH SCHOOL
Hays Cove Circle



This symbol indicates a Telecourse (KNOW — Cable 12). See page 20.



ACOUSTIC MUSIC #4556

INSTRUCTOR: Cristo Holmes
LOCATION: P.R.S.S.
TIME: Wed., 7:30-9:30 p.m.
DATE: Jan. 26-Mar. 16
FEE: \$20.00

This course is designed for people with various levels of competence with a stringed instrument that is gathering dust in the closet, attic or, heaven forbid, damp basement. Emphasis on enjoying and playing simple acoustic music. So grab that guitar, banjo, mandolin, dobro, auto harp, dulcimer, double bass, and see if you can play it.



APPLIED SKETCHING TECHNIQUES

This telecourse reviews fundamental elements of freehand drawing and art, introduces the more advanced techniques and concepts, and helps the student develop the ability to progress to more difficult and more interesting forms of drawing. The course is produced as a sequel to the telecourse Freehand Sketching, but is designed so previous art experience is not necessary or required.

TIME: Tues. & Thurs.,
2:30-3:00 p.m.
DATES: Jan. 18-Apr. 28
FEE: \$30.00
TEXTS: \$12.25

REPEATS:
Sat. & Sun., 3:30-4:00 p.m.
Jan. 22-May 1
Tutor: Kathy Pick

BABYSITTER'S AWARENESS SEMINAR

#4553

INSTRUCTOR: Justice Institute & local resource people
LOCATION: P.R.S.S.
DATE: Feb. 7-23
TIME: 7:00-8:30 p.m.
FEE: \$5.00

Prerequisite: Registration limited to those 11 years and over. This course is designed for people who babysit and wish to learn new skills or update existing ones in the areas of fire safety, protection in the home, child care skills and first aid procedures. Please call N.W.C.C. to register — 624-6054.



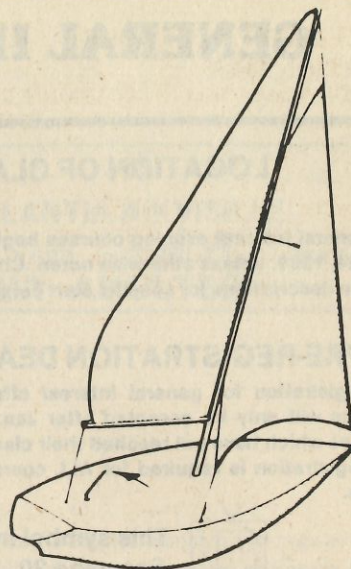
BARBERSHOP SINGING FOR WOMEN #5033

INSTRUCTOR: Debbie Redmond
Bandroom, Booth School
TIME: Mon., 7:30-10:30 p.m.
DATE: Jan. 24-Mar. 14
FEE: \$8.00

Learn to sing four-part harmony Barbershop style without accompaniment. Musical knowledge is not necessary. If you just love to sing, this course is for you.

BASIC COASTAL SAILING #5027

INSTRUCTORS: Klas Bockesten, Lorne Sass
 TIME: Wed. & Sat., 7:00-10:00 p.m., 9:00 a.m.-1:00 p.m.
 FEE: \$230.00
 LOCATION: P.R.S.S.
 DATE: Feb. 16-Mar. 16
 CLASS MAXIMUM: 5



The Basic Coastal Cruising Course is the first level of the Canadian Yachting Association's (CYA) Learn-to-Cruise Program. Upon completion of this course, consisting of practical and theory sessions, an individual will be able to cruise safely in local waters as both skipper and crew of a sailing cruiser of 20 to 26 feet in moderate winds and sea conditions.

The on-the-water practical sessions consist of not more than four students and one fully experienced CYA-certified instructor on each boat. Students will sail and helm the boat from the first lesson. Procedures covered are manoeuvring under power, anchoring, rigging for sail, sailing positions, reefing procedures, man overboard drill, knot work, etc.

The theory sessions will include sailing terminology, radio procedure, basic navigation and safety. The sailing manual containing the course material will be discussed and some sailing films will be shown. Students will write the CYA Basic Coastal Cruising exam and the examination from the Department of Communications for the Radiotelephone Operators' Restricted Certificate.

BASIC HOUSEWIRING #5020

INSTRUCTOR: Lloyd Brenton LOCATION: N.W.C.C.
 TIME: Thurs., 7:00-10:00 p.m. DATE: Jan. 27-Feb. 17
 FEE: \$28.00 plus code book (\$3.75)

A practical and theoretical background course to assist the home handyman and part-time builder, based on the simplified electrical code. Class limit 16. Pre-register. Pre-pay.

BE YOUR OWN GENERAL CONTRACTOR

5044

INSTRUCTOR: Ron Bedard LOCATION: P.R.S.S.
 TIME: Thurs., 7:00-10:00 p.m. DATE: Jan. 27-Feb. 17
 FEE: \$17.00

Building your own home? Learn how to coordinate sub-trades, and when to call inspectors, etc.

CASH FLOW FOR SMALL BUSINESS #5026

INSTRUCTOR: F.B.D.B. LOCATION: P.R.S.S.
 (John Campbell) DATE: Feb. 24, 1983
 TIME: Thurs., 7:00-10:00 p.m.
 FEE: \$25.00

This is a practical, step-by-step and down-to-earth course on control of cash resources. You will learn how to complete a cash flow chart for your business, and understand its use in discussion with bankers, suppliers, etc. Also, you will learn to anticipate cash flow shortage/surplus for effective planning, and how to reduce financing costs.

CELESTIAL NAVIGATION #5019

INSTRUCTOR: Kenneth Luther LOCATION: N.W.C.C.
 TIME: Wed., 7:00-10:00 p.m. DATE: Jan. 26-Mar. 23
 FEE: \$50.00

Prerequisite: Completion of Coastal Navigation course or coastal navigation experience. This course provides an introduction to nautical publications, uses of the sextant, time calculations, theory of celestial navigation, true altitude measuring, planet and star sights, pole star sights, calculations of sunrise and civil twilight.

CHINESE COOKING — INTERMEDIATE

#4545

INSTRUCTOR: Irene Walters LOCATION: P.R.S.S.
 TIME: Wed., 7:00-10:00 p.m. DATE: Jan. 26-Mar. 16
 FEE: \$39.00

For those who have completed Chinese Cooking — Beginners, a further adventure in Chinese cooking Mandarin-style (northern) with more new and exotic dishes to tempt your appetite. Students supply their own food which they can take home. List of food supplies required will be given to students when they register.

COASTAL NAVIGATION

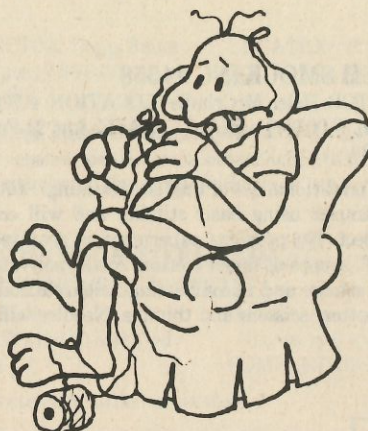
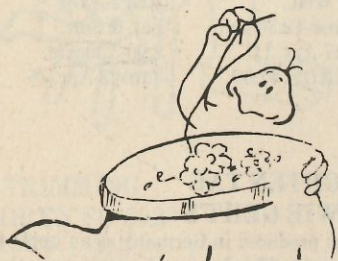
DEPENDENT ON ESTABLISHING A SUFFICIENT WAITLIST. Please call 624-6054 if you are interested in taking this course.

CONSERVATION & OUTDOOR

RECREATION #3488

INSTRUCTOR: Michael Trim LOCATION: P.R.S.S.
TIME: Tues.-Thurs., DATE: Jan. 25-Mar. 17
7:00-9:00 p.m.
FEE: \$12.00

Developed by the Dept. of Fish and Wildlife, this course for hunters, sports fishermen and outdoor enthusiasts covers basic survival skills, wildlife identification, game regulations and safe firearm handling. A mandatory course for beginner hunters.



CROCHETING #5025

INSTRUCTOR: Kris Tengs LOCATION: P.R.S.S.
TIME: Mon., 7:30-9:30 p.m. DATE: Jan. 24-Mar. 21
FEE: \$19.00

The students will be taught ripple patterns, granny and Danish squares, snowflake patterns, etc. Students must bring a ball of yarn and a crochet hook to the first night of class.

CREWEL EMBROIDERY

SAMPLER #4559

INSTRUCTOR: Helen McCrindle
LOCATION: P.R.S.S.
TIME: Thurs., 7:00-9:00 p.m.
DATE: Jan. 27-Mar. 3
FEE: \$17.00

Students will learn the basic stitches of crewel embroidery and many of their variations. The sampler will be worked in a variety of yarns and threads on linen fabric. The sampler would be suitable for framing or keeping in a needlework basket. Beginner and intermediate level.

CRIME PREVENTION

SEMINAR #5018

INSTRUCTOR: Constable Stephen Grant
LOCATION: P.R.S.S.
TIME: Mon. & Tues., 7:00-10:00 p.m.
DATE: Mar. 7 & 8
FEE: \$2.00

The R.C.M.P. is organizing a Crime Prevention Seminar for the people of Prince Rupert/Port Edward. It will be directed at both the business community and homeowners/renters and how they can safeguard their homes and offices against burglary. This seminar will be divided into two parts over two evenings. Please pre-register before February 25.



DEFENSIVE DRIVING #5043

INSTRUCTOR: Jan. Hagedorn
LOCATION: P.R.S.S.
TIME: Wed., 7:00-9:00 p.m.
DATE: Feb. 16-Mar. 9
FEE: \$10.00 plus supplies (\$5.00)

Learn to drive defensively, cope with adverse road conditions and avoid accidents caused by other drivers' mistakes. This is a classroom course involving theory and films to show the techniques to "accident-proof" yourself. DDC certificate is awarded upon completion of the course.



DESIGNING HOME INTERIORS

An introductory study of the basic principles of interior design applied to planning residential interiors that satisfy individual and family needs, values and lifestyles. Emphasis is on the application of consumer education pertinent to the selection of home furnishing materials. The course appeals to those planning their own home environments (mobile homes, apartments, houses, condominiums, etc.).

TIME: Tues. & Thurs., REPEATS:
11:30 a.m.-12:00 noon Sat. & Sun.,
DATES: Jan. 18-Apr. 28 11:30 a.m.-12:00 noon
FEE: \$30.00 Jan. 22-May 1
STUDY KIT: \$38.00 TUTOR: Lise Karelis

EFFECTIVE PUBLIC SPEAKING #5011

INSTRUCTOR: William LOCATION: N.W.C.C.
Hankinson DATE: Jan. 11-Mar. 29
TIME: Tues., 7:30-9:30 p.m.
FEE: \$25.00

This course would benefit those involved in public service, service clubs, etc. Learn how to speak effectively to groups, large and small.

ENGLISH SMOCKING #4558

INSTRUCTOR: Helen McCrindle LOCATION: P.R.S.S.
 TIME: Mon., 7:00-9:00 p.m. DATE: Jan. 24-Feb. 28
 FEE: \$17.00

Learn the traditional art of English smocking. Students will work a sampler using basic stitches and will complete a small project. No previous experience is required. Please bring a 12" square of fabric (cotton, cotton/polyester blend), any solid colour, and a contrasting coloured skein of embroidery cotton, scissors and thimble. Needles will be provided.



FAST FORWARD I

This series reviews fast-breaking technological developments and their implications, showing all the new gadgets like fast-read "sound books" for the blind. It reviews how TV specials and worldwide news broadcasts are put together, how we'll soon be linked with just about anybody in the world through TV satellites, and how inventions in fibre optics will speed up the already-giddy pace of electronic advancement which profoundly alters our ways of living and even our ways of thinking.

TIME: Fri., 5:30-6:00 p.m.
 DATE: Jan. 21-Apr. 15
 VIEWER'S GUIDE: \$3.35



FAST FORWARD II

Fast Forward II continues the exploration into the technological revolution and its effects, begun in Fast Forward I. Intended to demystify and humanize the technology of today and the immediate future, the programs are entertaining and filled with details about the effects of technology on our lives. The goal of the series is to inform viewers about new lifestyle-enriching tools.

TIME: Sat., 9:30-10:00 a.m.
 DATES: Jan. 22-Apr. 16
 VIEWER'S GUIDE: \$5.00

FINANCIAL PLANNING IN TROUBLED TIMES #4557

INSTRUCTOR: Souhk Atawal LOCATION: P.R.S.S.
 TIME: Thurs., 7:00-10:00 p.m. DATE: Feb. 10, 1983
 FEE: \$1.00

Learn to use your monetary resources effectively.

CONVERSATIONAL GERMAN #5038

INSTRUCTOR: Barbara Kuschowsky LOCATION: P.R.S.S.
 DATE: Jan. 26-Mar. 50
 TIME: Wed., 7:00-9:00 p.m.
 FEE: \$28.00 plus text (approx. \$6.00)

Students will learn vocabulary used in everyday situations.



GUTEN TAG

This introductory course is based on a series of 26 half-hour television programs broadcast on the Knowledge Network. These programs consist of exercises carried out by an instructor and a student (structured so that viewers can take part in them) and film episodes that feature incidents and events in the lives of a group of people who are learning German. By these means, the programs provide students with an understanding of grammar and vocabulary for basic conversation.

TIME: Mon. & Wed.,
 12:00 noon-12:30 p.m.
 DATES: Jan. 17-Apr. 11
 VIEWER'S GUIDE: \$2.00

REPEATS:
 Sat. & Sun.,
 2:00-2:30 p.m.
 Jan. 22-Apr. 16



GUTEN TAG WIE GEHT'S

This series was produced in Germany as an upper-level conversational German. The format of each lesson enhances understanding by illustrating situations which fit ten new sentences, and then provides "brain twisters" to test student comprehension.

TIME: Wed. & Fri.,
 10:30-11:00 a.m.
 DATE: Jan. 19-Apr. 13
 VIEWER'S GUIDE: \$2.00

REPEATS:
 Sat. & Sun.,
 2:30-3:00 p.m.
 Jan. 22-Apr. 16

For those who are interested, copies of GUTEN TAG and GUTEN TAG WIE GEHT'S booklets are available at your local College centre. They can be used by the student who wishes to follow along with these programs.

GREEK (NEW TESTAMENT) — BEGINNERS' #5048

INSTRUCTOR: William Hankinson LOCATION: P.R.S.S.
 DATE: Jan. 24-Mar. 28
 TIME: Mon., 7:30-9:30 p.m.
 FEE: \$25.00

This course will be a lively introduction to the Greek language and alphabet.

HAIR & SKIN CARE #5032

INSTRUCTOR: Kelly Lundigan LOCATION: P.R.S.S.
 DATE: Jan. 27-Mar. 17
 TIME: Thurs., 7:30-9:30 p.m.
 FEE: \$20.00

Learn how to approach hair and skin care as a total look. This course (including demonstrations) covers basic hair and skin care techniques as well as tips on utilizing your skin and hair colouring as a method in helping you to select wardrobe items. Specific hair care information such as frequency of shampooing, cutting bangs, blow drying and handling permed hair will be included, as well as skin care and the proper application of makeup.



HAIR TRIMMING (CHILDREN'S) #5023

INSTRUCTOR: Ursula Lasota
LOCATION: 219 5th Street
TIME: Tues., 7:00-8:30 p.m.
DATE: Feb. 1-22
FEE: \$10.00

Learn the basic skills required to trim your child's hair. Trimming techniques to keep children's hair in shape between haircuts will be demonstrated in this course.

HEART SAVER #4554

INSTRUCTOR: Sid Slade LOCATION: P.R.S.S.
TIME: Thurs., 7:00-10:00 p.m. DATE: Feb. 3-10
FEE: \$30.00

For the general public. This six-hour course will cover basic First Aid techniques and basic CPR.



HOME GARDENER

This course appeals to anyone interested in gardening. It addresses the fundamentals of indoor and outdoor gardening while planting for patios and balconies, gardening in containers, and simple landscaping are surveyed. The series features techniques for reducing costs of landscaping and home gardening maintenance.

TIME: Tues. & Thurs., 11:00-11:30 a.m.	REPEATS: Sat. & Sun., 11:00-11:30 a.m.
DATES: Jan. 18-Apr. 28	Jan. 22-May 1
FEE: \$30.00	TUTOR: to be announced
TEXTS: \$16.00	

HOW TO BUY A USED CAR #4555

INSTRUCTOR: Richard Clements
LOCATION: P.R.S.S.
TIME: Wed., 7:00-10:00 p.m.
DATE: Feb. 9
FEE: \$1.00

For those interested in buying a used car. This course will include what to look for, contracts, etc. Please pre-register before Jan. 23.

HOW TO USE YOUR SEWING MACHINE

#5039

INSTRUCTOR: Denis Bauer LOCATION: P.R.S.S.
TIME: Tues., 7:00-9:00 p.m. DATE: Feb. 15
FEE: \$5.00

Learn to use your sewing machine to your utmost advantage. Demonstration on how to use attachments. Students are invited to bring their own machines.

INTRODUCTION TO PERSONAL COMPUTING (SELF-STUDY)

FEE: \$125.00 DATES: Starts via waiting
DEPOSIT: \$150.00 certified list every 6 weeks
cheque COMPLETION: 6 weeks

Computer to be returned in six weeks.

A complete micro-computer course package — a student taking this course receives a print package of course material, a TRS-80 colour computer and the tutor support system. This course provides the student with a hands-on introduction to computers. TRS-80 hooks up to any home TV and enables the student to learn intro computer programming, the possible uses of small computers and how to select and purchase equipment. Students will be required to provide their own cassette recorder (small portable variety) and cassette.

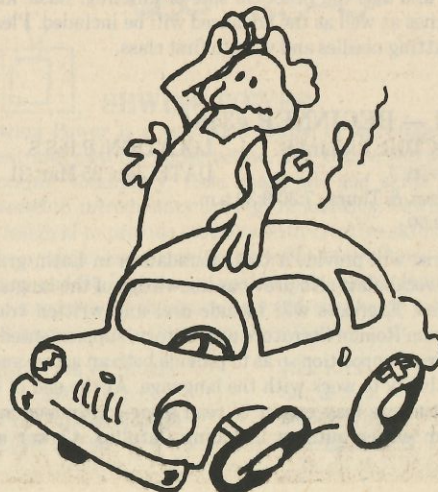
INTRODUCTION TO COMPUTERS & PROGRAMMING, PART I #5080 & #5081

INSTRUCTOR: James Whyte LOCATION: P.R.S.S.
TIME: Mon. & Wed., DATE: #5080 Jan. 24-Feb. 2
7:00-9:30 p.m. #5081 Feb. 7-16
FEE: \$16.00 plus \$7.00 for DURATION: 2 weeks
computer diskette (each section)
CLASS LIMIT: 9 students

LIMITED REFUND:

- #5080 — NO REFUNDS AFTER JAN. 17, 1983, UNLESS CLASS CANCELLED BY COLLEGE.
- #5081 — NO REFUNDS AFTER JAN. 31, 1983, UNLESS CLASS CANCELLED BY COLLEGE.

This course assumes no previous knowledge of computers. The approach will be "hands on" and, as such, enrollment will be limited. Each student will have access to his/her own computer. During the course, students will learn to write simple programs in the BASIC language. Classes will generally consist of a short lecture on a specified topic (or basic command/function) followed by a program assignment/activity to reinforce the lecture with practical application.





PLANTS OF THE COASTAL INTERIOR

#5016

INSTRUCTOR: Lee Oates LOCATION: N.W.C.C.
 TIME: Fri., 7:00-10:00 p.m. & DATE: Mar. 4 & 5
 Sat., 9:00 a.m.-5:00 p.m.
 FEE: \$13.00

LIMITED REFUND — NO REFUNDS AFTER FEB. 25

Slide show with handouts and some live material. Plants covered will be interior coastal plants within 100 miles of the B.C. northern coastline. Film on poisonous plants will be shown.

POSITIVE SELF-IMAGE WORKSHOP #2233

INSTRUCTOR: John Kootnekoff LOCATION: P.R.S.S.
 TIME: Mon. & Tues., DATE: Feb. 28 & Mar. 1
 FEE: \$30.00

LIMITED REFUND — NO REFUNDS AFTER FEB. 14.

This seminar is designed to acquaint you with techniques for raising your self-esteem and increasing your personal effectiveness. The instructor, John Kootnekoff, has shown thousands of people how to gain fuller cooperation, sharpen their personal effectiveness and general greater productivity from themselves and others, to reach personal and professional goals. Pre-register before Feb. 14.

PREVENTATIVE MAINTENANCE FOR YOUR SEWING MACHINE #5040

INSTRUCTOR: Dennis Bauer LOCATION: P.R.S.S.
 TIME: Tues., 7:00-9:00 p.m. DATE: Feb. 1
 FEE: \$5.00

Learn how to maintain your machine and take care of minor problems before they become major ones. Students are invited to bring their own machines to class.

RAPE PREVENTION SEMINAR #5017

INSTRUCTOR: Constable LOCATION: P.R.S.S.
 Steve Grant DATE: Feb. 7
 TIME: Mon., 7:00-10:00 p.m.
 FEE: \$1.00

This seminar will define and examine the problem, seek solutions and address the new legislation as it affects this crime.

RESTRICTED RADIO OPERATOR #5034

INSTRUCTOR: George Green, LOCATION: P.R.S.S.
 Dept. of Communications DATE: Jan. 25 & 27
 TIME: Tues. & Thurs., 7:00-9:00 p.m.
 FEE: FREE

Designed for the pleasure boater and fisherman. This is a three-hour course which deals with regulations, procedures and emergency communications on the radio. **Prerequisites:** sound knowledge of the phonetic spelling alphabet which must be learned in advance of the course starting date by purchasing the Radiotelephone Operator Handbook.

SALMON SPORT FISHING #5029

INSTRUCTOR: Wally Read LOCATION: P.R.S.S.
 TIME: Wed., 7:00-9:00 p.m. DATE: Feb. 2-Mar. 2
 FEE: \$15.00

This course is designed for those who know little or nothing about salt-water salmon fishing. Such topics as trolling equipment, basic trolling set-ups, trolling patterns and playing salmon will be discussed.

SETTING THE RECORD STRAIGHT #5047

INSTRUCTOR: Sue Russell LOCATION: P.R.S.S.
 TIME: Mon., 7:30-9:30 p.m. DATE: Jan. 31-Feb. 7
 FEE: \$14.00

Record keeping a problem? Does mass confusion reign supreme? This two-evening workshop has been designed to meet the needs of the householder, rather than the business person. It will cover household budgeting, banking, financing, credit, record keeping for income tax purposes.

SEWING — BEGINNER/INTERMEDIATE #3487

INSTRUCTOR: Carla de Best LOCATION: P.R.S.S.
 TIME: Tues., 7:00-9:00 p.m. DATE: Jan. 25-Mar. 15
 FEE: \$20.00

An introduction to the proper operation of a sewing machine, material layout, cutting and following patterns. Beginning with a simple project, students will progress to another project (of their choice) such as a simple blouse or skirt. No previous sewing experience is needed. Students are expected to provide their own materials.



SEWING POWER

Sewing Power is a television course in wardrobe management and clothing construction. The course introduces the concepts, vocabulary, tools, materials and skills normally covered in introductory sewing. In addition, Sewing Power is designed to provide students with creative skills in wardrobe analysis and planning, as well as techniques for fabrication and fit. Its primary goal is to enable students to build and integrate for themselves a wardrobe that is both unique and appropriate to their personal lifestyles.

TIME: Tues. & Thurs., REPEATS:
 8:00-8:30 p.m. Sat. & Sun.,
 DATE: Jan. 18-Mar. 24 5:00-5:30 p.m.
 TEXTS: \$42.00 Jan. 22-Mar. 27

SIGN LANGUAGE FOR BEGINNERS #5042

INSTRUCTOR: Anna Walters LOCATION: P.R.S.S.
 TIME: Tues., 7:00-9:00 p.m. DATE: Jan. 26-Mar. 30
 FEE: \$25.00

For those who want to communicate with the hearing impaired or anyone interested in basic signing.

SIGN LANGUAGE — INTERMEDIATE #5041

INSTRUCTOR: Linda Leroux LOCATION: P.R.S.S.
 TIME: Wed., 7:00-9:00 p.m. DATE: Jan. 26-Mar. 31
 FEE: \$25.00

A follow-up course for those who want to increase their skills in signing.

SILK AND GOLD EMBROIDERY ON CANVAS #4560

INSTRUCTOR: Helen McCrindle LOCATION: P.R.S.S.
 TIME: Mon., 7:00-9:00 p.m. DATE: Mar. 7-28
 FEE: \$12.00

The lustre of silk threads combined with shiny metal threads creates an embroidery design of beauty and elegance. Students will work a small geometric design of using a variety of silk threads on #18 mesh canvas. Supplies available at cost.

SMALL CLAIMS COURT PROCEDURES #4552

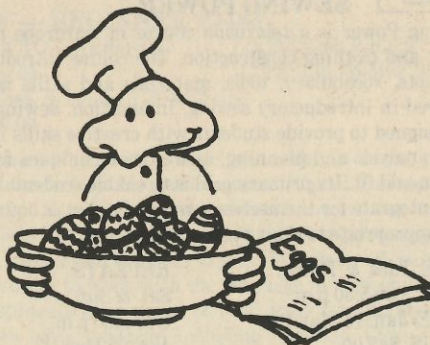
INSTRUCTOR: Bill Williamson LOCATION: P.R.S.S.
 TIME: Wed., 7:30-10:00 p.m. DATE: Jan. 26
 FEE: \$3.00

Learn how to begin an action, further an action, and what to do once a judgement takes place. This course will be of assistance to the small business person and members of the general public.

SPANISH — BEGINNERS' #5037

INSTRUCTOR: Barbara Kuschowsky LOCATION: P.R.S.S.
 TIME: Mon., 7:00-9:00 p.m. DATE: Jan. 24-Mar. 28
 FEE: \$28.00 plus text

Students will learn vocabulary used in everyday situations and have the opportunity to practice dialogue in class.



STANDARD FIRST AID #5031

INSTRUCTOR: Shirley Cockrane
 LOCATION: P.R.S.S.
 TIME: Wed., 7:00-9:00 p.m.
 DATE: Jan. 26-Mar. 30
 FEE: \$35.00

A comprehensive course in theory and practice of First Aid. Ten evenings of two hours each. Students should have good command of the English language. No other prerequisites required.

STRESS AWARENESS ON RESERVES WORKSHOP #5079

INSTRUCTOR: Lee Oates, LOCATION: Boardroom,
 Zone Psychologist, Medical Services,
 Medical Services Fifth Floor,
 TIME: Mon.-Fri., Pride of the North
 9:00 a.m.-4:00 p.m. DATE: Feb. 7-11
 FEE: FREE

This workshop is designed to explore stress factors people face while living on Native Reserves. Stressors are identified, negative ways of dealing with stresses are examined, and positive solutions to coping with stress are creatively worked out by the workshop participants. Films, videos and group work are the main vehicles of communication.

SURVIVAL FIRST AID #5046

INSTRUCTOR: Paul Sharma LOCATION: N.W.C.C.
 TIME: Sat., 9:00 a.m.-5:00 p.m. DATE: Feb. 12
 FEE: \$12.00

This course will provide individuals with the knowledge and skills that are necessary for the emergency care of an injured person pending arrival of qualified first aid or medical personnel. Open to those employed in business or industry where certification is relevant to students in trades or vocational courses.

UKRAINIAN COOKING #5045

INSTRUCTOR: Marie Boychuk LOCATION: P.R.S.S.
 TIME: Thurs., 7:00-9:00 p.m. DATE: Feb. 3-24
 FEE: \$15.00 plus supplies

Learn to make four traditional Ukrainian dishes to delight your pallet and tickle your fancy. Supplies list will be available on first night of class.

VIDEO BASICS #5021

INSTRUCTOR: Tony de Medeiros LOCATION: Sight & Sound
TIME: Tues., 7:00-9:00 p.m. DATE: Feb. 22
FEE: \$2.50

Instruction in the basics and operation of video recorders and cameras.

WHOLISTIC HEALTH WORKSHOP #5028

INSTRUCTOR: Bob Van Horlich LOCATION: N.W.C.C.
TIME: Sun., 10:00 a.m.-2:00 p.m. DATE: Feb. 6
FEE: \$16.00

LIMITED REFUND POLICY: NO REFUNDS AFTER JANUARY 31, 1983.

This workshop is designed as a basic introduction to the practice of wholistic health. The workshop will focus upon nutrition and diet, usage of herbs, your anatomy, and a demonstration of the science of kinesionics. Please pre-register before Jan. 31.

WOODSTOVE INSTALLATION #5035

INSTRUCTOR: Finn Larsen LOCATION: N.W.C.C.
TIME: Sat., 9:30 a.m.-4:30 p.m. DATE: Feb. 12
FEE: \$12.00

LIMITED REFUND: NO REFUNDS AFTER FEB. 4.

Putting in a woodstove? Help make it safe. This course is designed to give practical information to the homeowner of the economics of converting to wood, fuel types, principles of combustion and heat transfer, creosote, fireplaces, B.C. Building Regulations and much more! Class workbooks will be available from the instructor at a cost of \$5.75 each.



WOODWORK PROJECTS #4544

INSTRUCTOR: Dave Saroop LOCATION: P.R.S.S.
TIME: Thurs., 7:00-10:00 p.m. DATE: Jan. 27-Mar. 31
FEE: \$40.00 plus \$2.50 (material fee)

A course for people who know how to use the tools and equipment of the woodworking trade and would enjoy a place and time each week to build their own projects. Individualized work with an instructor on hand for assistance and information. Materials fee for this course covers items such as sandpaper, glue and some nails.

YOU'RE HIRED #3485

INSTRUCTOR: Sue Russell LOCATION: N.W.C.C.
TIME: Mon. & Wed., 7:30-9:30 p.m. DATE: Jan. 12-19
FEE: \$15.00

This course is for those entering the workforce or who want to upgrade their personal resume. The course includes resume writing, preparing for interviews, etc.

WANT A COURSE? Don't see the courses you want?

If 10 people want a special course, it can be organized if a suitable instructor can be found.

Call or mail your ideas to:
Northwest Community College
820 3rd Avenue West
Prince Rupert, B.C.
V8J 3S1

or

Phone: 624-6054

R.C.M.P. PUBLIC SEMINARS



SAFEGUARD YOURSELF, YOUR HOME, YOUR BUSINESS

CRIME PREVENTION SEMINAR #5018

COURSE FEE: \$2.00

DATE: Mar. 7 & 8

The R.C.M.P. and N.W.C.C. are organizing a Crime Prevention Seminar for the people of Prince Rupert/Port Edward. It will be directed toward the business community, however, part of the seminar will be directed toward homeowners/renters and how they can safeguard their homes against burglary. This seminar will be divided into two parts over two evenings.

PART I of the seminar will cover such topics as:

- How to Avoid Fraudulent Cheques
- "Citizen's Arrest" as it Relates to Shoplifting
- Frauds/Credit Cards
- Safeguards against Internal Theft

PART II of the seminar will cover topics such as:

- "Business Watch" — interior/exterior building security
- "Operation Provident" — protecting your inventory, equipment and business machines
- Protecting Your Home Against Burglary

RAPE PREVENTION SEMINAR #5017

COURSE FEE: \$1.00

DATE: Feb. 7

This seminar will define and examine the problem, seek solutions and address the new legislation as it affects this crime.

PLEASE REGISTER IN ADVANCE

Emily Carr College of Art in Vancouver and NWC College are again co-operating to offer a series of top quality art workshops in different mediums for local residents. Enrolment is limited. Register early.

WHEEL THROWING AND HAND BUILDING #5056

INSTRUCTOR: Pam Woodrow Rodgers

LOCATION: Fri. — N.W.C.C.

TIME: Fri., 7:00 - 10:00 p.m.;

Sat. & Sun. — Civic Centre

Sat. & Sun., 9:00 a.m. - 12:00 noon, 1:00 - 4:00 p.m. DATE: Apr. 29 - May 1

FEE: \$30.00 plus supplies

For artists with some experience.

ENROLLMENT LIMIT: 15 participants.

Pre-registration of 12 is required by April 21.

LIMITED REFUND: NO REFUNDS AFTER APRIL 21 UNLESS COURSE CANCELLED BY COLLEGE.

Instructor:

Pam Woodrow Rodgers of Prince George studied clay under James Thornsbury, and in the spring of '77 won a scholarship from the Saskatoon Potters' Guild. She is presently teaching her third year at the College of New Caledonia. In 1979, she was one of the six winners of the "B.C. Ceramics '79" show.

Opening Evening

Friday, Apr. 29

7:00 - 10:00 p.m.

N.W.C.C., 820 3rd Ave. West

Illustrate introductory lecture; slides of artist-teacher's own work and the work of other potters; discussion of pieces and techniques in wheel throwing and hand building.

First day

Sat., Apr. 30

9:00 a.m. - 4:00 p.m.

Civic Centre Pottery Room

Combination of wheel and hand building; demonstration by artist-teacher on throwing drinking vessels, platters, closed spheres, open shapes, blown out pieces or paddled when wet; preparation of slabs for leather hard constructions. In the afternoon, artist-teacher demonstration of additions to and distortions of wet thrown clay; discussion of the thrown piece in a wholistic manner. Participants work under artist-teacher's guidance, wheel throwing and hand building according to number of wheels available.

Second Day

Sun., May 1

9:00 a.m. - 4:00 p.m.

Civic Centre Pottery Room

Demonstration on completing pieces from previous day; paddling pieces, carving, tools — cups, closed spheres; platters — addition of soft and leather hard clay to thrown forms, completion of the sculptural drinking vessel. In the afternoon, participants work on own projects under guidance of artist-teacher.

KNOWLEDGE NETWORK

Northwest Community College is working cooperatively with the Knowledge Network of the West Communications Authority (KNOW) to bring a wide range of credit and non-credit programs to communities throughout the northwest.

Instructional television programs are transmitted throughout the province via Canada's Anik-B satellite, located 22,000 miles above the equator. Low-cost earth stations receive the signals. In some communities, programs are rebroadcast right into your home, along with regular television.

For students who cannot or do not wish to attend TV lessons at home, Northwest Community College provides special viewing classrooms. Call us at 624-6054 if you would like to attend.

WHAT ARE TELECOURSES?

Telecourses are independent study courses which consist of television lessons integrated with texts and a study guide. Some telecourses include personal tutoring by telephone and mail. Consider taking a telecourse in the convenience and comfort of your own home. For information on N.W.C.C. telecourses, please call 624-6054.

Education by television can be an exciting and valuable experience. Enroll today in a Northwest Community College telecourse.

The following is a list of these telecourses. Please look for complete descriptions alphabetically listed throughout the general interest offerings.

Guten Tag	Needlecrafts
Guten Tag Wie Geht's	Home Gardener
Fast Forward I	Sewing Power
Fast Forward II	Designing Home Interiors
	Applied Sketching Techniques



This symbol represents the telecourses offered over the Knowledge Network (Cable 12).

WHAT ARE LIVE PROGRAMS?

Live programs via satellite enable the student to speak directly to the instructor as he or she appears on the TV screen. This "interactive instructional television" system is a unique way of serving the distant learner.

For home study, the interactive telephone number is 112-800-663-1678. If you cannot receive KNOW at home, or if you wish to join fellow students in a learning centre free of distractions, contact Kathy Bedard at 624-6054.

A great variety of seminars, short courses, university credit courses, professional upgrading and staff development programs will be broadcast this winter.

LIVE PROGRAMS

PROGRAM SPONSORS

- **THE TIME OF YOUR LIFE** A series highlighting training and career opportunities in 39 technologies. B.C. Institute of Technology
- **THE B.C. SPORTSMAN** B.C. Wildlife Federation
- **HIGHWAYS TRAINING VIA SATELLITE** Ministry of Transportation & Highways
- **APICULTURE: AN INTRODUCTION TO BEEKEEPING** Simon Fraser University
- **INTRODUCTION TO CORRECTIONS**
- **ISSUES IN CRIMINOLOGY**
- **GREAT PLAYS IN FILM**
- **READING INSTRUCTION FOR SECONDARY STUDENTS**
- **DEVELOPMENTAL DRAMA AS A TEACHING STRATEGY**
- **ARTS IN EDUCATION**
- **FAMILY HEALTH SERIES**
- **TECHNOLOGY TODAY: TECHNOLOGY TOMORROW** Society of Engineering Technologists
- **AN INTRODUCTION TO THE STUDY OF EXCEPTIONAL CHILDREN** University of British Columbia
- **THE EXCEPTIONAL CHILD IN THE REGULAR CLASSROOM**
- **NURSING ASSESSMENT AND MANAGEMENT OF RESPIRATORY DISEASE**
- **CONTINUING DENTAL EDUCATION FOR DENTISTS AND DENTAL HYGIENISTS**
- **CONTINUING MEDICAL EDUCATION**
- **EVERYMAN'S IMAGINATION MACHINE** University of Victoria
- **NURSING 303 — HEALTH SCIENCE**
- **PUBLIC ADMINISTRATION 437**
- **GERONTOLOGICAL NURSING**
- **ISSUES FOR ENVIRONMENTAL MANAGERS**
- **HISTORICAL PORTRAITS IN SPIRITUALITY** Vancouver School of Theology

HEALTH CONTINUING EDUCATION

N.W.C.C. offers a service of organizing and delivering continuing education programs for health/human service professionals in all communities in the college region. Preventive health programs for the general public are also offered.

To access this service, an agency should first identify a desired program or educational need, and the existing support (either financial or participatory). As programs must be cost-recoverable, a class size of 15 to 20 participants is desirable to keep fees low, especially if not agency-funded.

Programs of interest offered in the Lower Mainland can be located in the Northwest region with sufficient support confirmed in advance. N.W.C.C. can provide the administrative back-up and assume the hidden costs of organization, publicity and registration, provided the program is open to other agencies. Co-sponsoring or sharing of the responsibilities of program design and delivery is encouraged.

For programs that are being designed locally, 3 to 4 months' planning time must be allowed. To import programs already designed but requiring instructors from Victoria or the Lower Mainland, a minimum of 6 to 8 weeks to contact resource persons, organize and publicize must be allowed.

A few examples of programs offered in the recent past include:

1. **"Adolescent Sexuality"** with Amy Napier-Hemy, in Smithers, co-sponsored with B.V.D.H. Peri-Natal Committee.
2. **"Emergency Management"** from University of Victoria, co-sponsored with Q.C.C. Hospital.
3. **"Beyond the Crisis"** with Denis Boyd, psychologist, co-sponsored with K'San House Society, Terrace.

If you have identified an educational need for a particular program, please contact the Coordinator, Health Continuing Education, Emily Rozee, at the Terrace campus, 635-6511, local 239, mornings. Spring program planning is happening now; upcoming courses will be publicized in the "Health Update" newsletter.

LOCATION OF CLASSES AND SEMESTER START DATE

All academic courses, i.e. university transfer, will begin the week of January 10, 1983, and will be held at the Prince Rupert campus of Northwest Community College, 820 3rd Avenue West, Prince Rupert, unless otherwise noted. Registration begins December 29, 1982.

COURSE FEES

All courses are \$39.00 per course, plus text, unless otherwise noted. Full-time students taking a complete load of five courses pay \$180.00 per semester. (Note: Students enrolled in other than three credit hour courses will be charged at the rate of \$13.00 per credit hour.)

LATE REGISTRATIONS

Students may be admitted to university transfer courses up to three weeks late. Registration after this time will only be permitted in exceptional circumstances.

ACADEMIC DIVISION

DO YOU KNOW ...

- That we offer a variety of first- and second-year university courses?
- That these courses are open to everyone even if they don't have Grade 12?
- That you can take a course for credit, for interest, intellectual stimulation, or just to meet new people?
- That we have career-technical programs in Early Childhood Education and Human Service Work which lead to a certificate?
- That we have courses and workshops for women and workers as part of our special programs?
- That we offer diplomas and certificates in Arts and Science?

**GET A START ON A UNIVERSITY EDUCATION OR CAREER TRAINING!
PRE-REGISTER NOW TO ENSURE YOU HAVE A PLACE.**

UNIVERSITY TRANSFER COURSES

—PRINCE RUPERT—

ECONOMICS 201 — Principles of Microeconomics

INSTRUCTOR: Peter Weber, M.A., Ph.D. TIME: Mon., 7:00-10:00 p.m.
LOCATION: N.W.C.C., 820 3rd Ave. West FEE: \$39.00
DATE: Jan. 10-Apr. 18

This course will be concerned with the functioning of the market system around the activities of individual units (consumer behaviour), theory of the firm and industrial organization. Emphasis will be given to the application of theory to contemporary issues in the private and public sectors (prices, value theory, collective bargaining, poverty, pollution, advertising).

ENGLISH 102 — Literature & Composition II

INSTRUCTOR: Maureen Bostock, B.A., M.A. TIME: Tues., 7:00-10:00 p.m.
LOCATION: N.W.C.C., 820 3rd Ave. West FEE: \$39.00
DATE: Jan. 11-Apr. 19

Reading and discussion of modern fiction, essays, drama and poetry. Lectures on grammar and style. Introduction to the study of language. Written assignments based on analysis of the literature read, personal experience and subjects of general interest.



FRENCH 102 — Introductory French II

INSTRUCTOR: Carol Loncaric, B.A.
LOCATION: N.W.C.C., 820 3rd Ave. West
TIME: Wed., 7:00-9:30 p.m.;
Sat., 10:00 a.m.-12:00 noon
DATE: Jan. 12-Apr. 23
FEE: \$48.50

This course is a continuation of French 101 with introduction to some original French literature.

Prerequisite: French 101 or equivalent.

GEOLOGY 157

INSTRUCTOR: Allen Gottesfeld, M.S., Ph.D. TIME: Tues., 7:00-10:00 p.m.
LOCATION: N.W.C.C., 820 3rd Ave. West FEE: \$39.00
DATE: Jan. 11-Apr. 19

Introduction to the earth sciences, with particular emphasis on the geology of the Northwest. Topics to be studied will include the history and structure of the Earth, rocks and minerals, ore deposits and economic minerals, volcanic geology, geology of the Northwest, glacial geology and origin of local landforms. Anticipated field trips may include some of the following trips to the Tseax lava flow, a local glacier, one or more mineralized areas, and a historical geology/regional structure trip.

ACADEMIC COURSES

ACADEMIC COURSES

HAVE YOU PRE-REGISTERED?

HISTORY 212 — Rome: Republic to Empire (400 B.C.-70 A.D.)

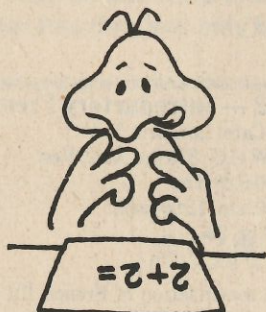
INSTRUCTOR: Peter Weber, TIME: Tues.,
 M.A., Ph.D. 7:00-10:00 p.m.
 LOCATION: N.W.C.C., FEE: \$39.00
 820 3rd Ave. West
 DATE: Jan. 11-Apr. 19

A study of Roman society and the development of the political system in the context of the expansion of territorial rule. Special attention will be given to society and civilization in the age of Caesar and Augustus (with selected readings in translation). (3,0,0)

MATHEMATICS 102 — Calculus II

INSTRUCTOR: Mona Izumi, TIME: Mon., 7:00-9:30 p.m.
 B.Sc. Sat., 10:00 a.m.-12:00 noon
 LOCATION: P.R.S.S. Mon. eves., FEE: \$48.50
 N.W.C.C. Sat.
 DATE: Jan. 10-Apr. 19

A continuation of Math 101 in which the basic techniques of INTEGRAL calculus will be studied. The course is designed to meet the needs of Science and Engineering students at a first-year university level.



PSYCHOLOGY 102 — Introductory Psychology II

INSTRUCTOR: Andre Klingner, TIME: Wed.,
 B.A., M.A. 7:00-10:00 p.m.
 LOCATION: N.W.C.C., FEE: \$39.00
 820 3rd Ave. West
 DATE: Jan. 12-Apr. 21

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 102 — Introductory Sociology II

INSTRUCTOR: Conrad Hadland, TIME: Thurs.,
 B.A., B.S.W. 7:00-10:00 p.m.
 LOCATION: N.W.C.C., FEE: \$39.00
 820 3rd Ave. West
 DATE: Jan. 13-Apr. 20

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.

W.E.P. 207 — Sociology of Labour I

INSTRUCTOR: John Jensen TIME: Wed.,
 LOCATION: N.W.C.C., 7:00-10:00 p.m.
 820 3rd Ave. West FEE: \$39.00
 DATE: Jan. 12-Apr. 20

Analysis of how the Canadian working class has organized itself under capitalism in its various stages of development. This course will familiarize the student with the impact of industrialization, uneven economic development, short- and long-term industrial growth. Quality of life. The Trade Union movement and political consciousness will also be discussed. Eight weeks.



CAREER TECHNICAL PROGRAMS

EARLY CHILDHOOD EDUCATION PROGRAM

Learning in the child's formative years is increasingly seen as an area of vital significance. Throughout the Northwest Community College region there is a need for trained men and women to participate in this education process. The Early Childhood Education program is designed to prepare students for employment in such areas as child care, nursery and preschool supervision, early intervention and special education, and family day care. **FOR MORE INFORMATION** on this program, call the College at 624-6054.

E.C.E. 121 — Program Development II

INSTRUCTOR: Larisa Tarwick, M.A.

LOCATION: N.W.C.C.

DATE: Jan. 12-Apr. 20

TIME: Wed., 3:30-6:30 p.m.

FEE: \$39.00

History of early childhood with emphasis on modern theorists (Piaget, Montessori, Erickson, Skinner, etc).

FOR GENERAL INTEREST

EARLY CHILDHOOD EDUCATION FOR PARENTS #5093

INSTRUCTOR: Larisa Tarwick, M.A.

LOCATION: The Growing Space, 521 Fulton St.

DATE: Jan. 12 & 26, Feb. 2 & 16

TIME: Wed., 10:00 a.m.-12:00 noon

FEE: Free pre-registration by phone
required

NOTE: Free babysitting and coffee available at the "Growing Space". \$1.00 membership, payable at "Growing Space", required.

Topics include:

1. Looking at literature available to preschool and primary school children.
2. Children and the Media — What about TV and computers for your children? Is it an issue for your concern?
3. How can we keep children enjoying being children?
4. How can parents find a place in the education system? — A look at different education models that encourage parent participation.

HUMAN SERVICES — An Introduction to the Field #5064

COORDINATING INSTRUCTOR: Larisa Tarwick

LOCATION: N.W.C.C.

TIME: Wed., 7:00-10:00 p.m.

DATE: Jan. 12-Mar. 2

FEE: \$20.00

DURATION: 8 weeks

An introductory course for people interested in the Human Service field which includes teacher aides, home-school coordinators, preschool teachers, health workers, welfare assistance workers, probation workers and child care workers (Human Resources).

This eight-week session will include the following topics:

- Child & Sexual Abuse
- City Resources
- Observing & Recording Children's Behaviour
- Child Development
- Crisis Management
- Other Related Topics dependent on interest

Students will have a period of time each week to discuss materials. New resource people will be brought in each week. For those who decide to go on in the Early Childhood Education or Human Service Career programs, consideration will be given for the successful completion of this course. For those taking this course as upgrading, a Certificate of Achievement will be awarded upon successful completion.

HUMAN SERVICE WORKER (H.S.W.)

This career program is directed at the people who wish to obtain training and practical skills in the social services field. Training is composed of university transfer and special courses designed to prepare the student to work at a para-professional level in the "helping professions". Usually, para-professionals are supervised by a professional person. In general, this program is of interest to people working, or intending to work, as home-school coordinators, child care workers, teacher aides, youth workers, and others interested in community work in the health, counselling and legal areas. With credits from the university transfer program, students may wish to continue with their education at a university degree level.

H.S.W. 162 — Communication II

INSTRUCTOR: Sara Collinson, B.A., M.Ed.

TIME: Mon., 7:00-10:00 p.m.

LOCATION: N.W.C.C.

FEE: \$39.00

DATE: Jan. 10-Apr. 18

The continued study of interpersonal communication, with a view to helping students develop an understanding of their own and others' style of communication, especially in the helping situation. Special focus will be on the study of group dynamics and communication within groups. Special emphasis will also be on developing effective techniques of communication within the helping relationship.

NOTE: Other courses which respond to H.S.W. program and will be offered this year in Prince Rupert: Psychology 102, St. John's Survival First Aid.

For applications and further information, please contact the Prince Rupert campus of N.W.C.C. at 624-6054.

TERRACE PROGRAMS

FULL-TIME PROGRAM INFORMATION

FULL-TIME PROGRAMS offered at Terrace campus with modules to be delivered in other centres as needs and facilities are identified.

ENTRY LEVEL PROGRAMS — provincial programs to take place of Pre-Apprenticeship and Pre-Employment.

MECHANICAL PROGRAMS (Continuous Intake/Exit)

Group intake Jan. 17, 1983.

These programs have been restructured for January 1983. The course has been organized into modules of instruction to ensure maximum flexibility for individualized training. The program has three levels of training. Times are to be paced with overall time guides.

Common Core Program: Includes a series of modules that is common to all trade specialties and is transferable to other programs in the province as well as all entry level courses offered at the Terrace Campus.

Occupational Core: Covers all modules that are common to the mechanical cluster indicated below.

Specialties: Students who have successfully completed common core and mechanical occupational core can select one or more of the following specialties:

1. Automotive Specialty
2. Heavy Duty Module 1
3. Small Engine Repair
4. Marine Engine Repair

General Mechanics: Completion of Common Core, Occupational Core plus Automotive, Heavy Duty Module 1 and Small Engine Repair will provide a student with a General Mechanics certificate from Northwest Community College.

CARPENTRY (Feb. 21, 1983 — 5-month program)

Pre-Apprenticeship Carpentry is being phased out and the entry level Carpentry program is being implemented. Provincially, it will cover the same basic material but will be divided into three levels.

Common Core: Includes a series of modules that is common to all trade specialties and is transferable to other programs in the province as well as all entry level courses offered at the Terrace campus.

Construction Occupational Core: Covers all modules that are common to the construction cluster of programs.

Specialty: Students who have successfully completed a common core and construction occupational core can select:

1. Carpentry (Terrace campus)
2. Other construction specialties offered in other colleges throughout the province

MODULAR WELDING PROGRAM (Continuous Intake)

This course has been organized into package modules to ensure maximum flexibility for individualized training. Students enter the program on a continuous basis and progress at their own speed.

Module "C" is the first level of training and takes approximately 7 months. Module "B" will begin in September 1983. Please see the College calendar for details.

ELECTRONICS TECHNICIAN (Jan. 31-Oct. 25, 1983)

This program is designed to provide students with the skills and knowledge necessary to enter a rewarding career in a variety of areas within the electronics field. The core of 26 weeks will provide training in the basics of electrical and electronics theory and related practical assignments. Over the next 16 weeks, the student will receive training in stereo, colour TV, video systems servicing techniques, telecommunications, microprocessors by instructional demonstrations, lectures and practical "hands-on" experience.

PROFESSIONAL COOK TRAINING

(Continuous Intake)

The objective of Professional Cook Training is to prepare students in all the basic skills necessary to gain employment in the hospitality industry. For students who have an interest in working with the general public and a desire for permanent gainful employment. Opportunities are plentiful for graduates.

- General Program - 12 months
- Camp Cooking Program - 6 months
- Short Order Cooking Program - 3 months
- Upgrading Program - Up to 3 months

FEEES ON THE FOREGOING COURSES

- Tuition \$30.00
- Tool or Book Deposit 50.00
- Student Association 1.00 per month

BUSINESS EDUCATION PROGRAMS

BUSINESS CAREERS

Courses begin on the first Monday of every second month beginning January 4, 1983. Courses are offered in:

- Clerk-Typist - 4-6 months
- Clerk Bookkeeper - 4-6 months
- Accounting - 9-11 months
- Medical Steno - 10 months
- Legal Steno - 10 months
- Industrial Records & First Aid - 5 months - start date Jan. 31, 1983

FEEES

- Tuition \$30.00
- Book or Tool Deposit 25.00
- Student Association 1.00 per month

BUSINESS ADMINISTRATION

- 1-Year Certificate - Start date Jan. 10, 1983
9-month program
- 2-Year Diploma - Start date Sept. 1983

FEEES

- Tuition \$30.00
- Student Association 1.00 per month

FOR MORE DETAILED INFORMATION ON ALL VOCATIONAL COURSES, PLEASE REFER TO THE COLLEGE CALENDAR OR CONTACT THE VOCATIONAL DIVISION AT 635-6511 (TERRACE CAMPUS).



Study at home with the Open Learning Institute! Now you can get your high school diploma, study toward a university degree, or start on a whole new career program. OLI has offered its 100 courses to more than 10,000 students over the past year. You can get started on yours right now. Just call COLLECT to your nearest OLI advisor for details: in Terrace, Bernie Distel, 112-635-4961; or get in touch with your Northwest Community College Centre, 624-6054.

GIANT REGISTRATION

**Tuesday, January 4
8:00 a.m. - 9:00 p.m.**

**at the
Civic Centre Auditorium**

P.R. Recreational Department

Swimming Pool
and
Recreational
Programs

Northwest Community College

General Interest
University Transfer
Vocational Programs
& Courses

Various Community Clubs & Groups

Take this opportunity to come and register for any courses
offered by these organizations

**FREE COFFEE WILL BE AVAILABLE
FREE BABYSITTING SERVICES 9:00 a.m. - 3:00 p.m.
WHILE REGISTERING!!!**