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**TERRACE
NORTHWEST COMMUNITY COLLEGE
635-6511**

To Learn is to Grow !

Welcome to the 1985 Fall Semester at Northwest Community College!

We encourage you to participate in one or more of our credit, or non-credit courses in the **Trades, Careers, Academic or Special Interest** programs. Should you require more information on any of the courses listed in this brochure, we would be pleased to see you in person or to take your calls at **635-6511**.

Courses and programs are listed in this brochure under the following general headings. We hope you find a course or program you would like to take.

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Registrations will be accepted at Northwest Community College for **ALL** courses listed in this Brochure on a **first come basis**.

The registration office is open **MONDAY through FRIDAY***, August 19th - August 30th, 1985 - 8:00 a.m. - 4:00 p.m. and from **September 3rd - September 27th, 1985 - 8:00 a.m. - 7:00 p.m.**

*NOTE: (ALL Friday hours are 8:00 a.m. - 4:00 p.m.)

For more Information on Registration please read pp. 35

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Typing & Formatting Carol Olson/Bert Seinen

Adult Basic Education

'YOU NEVER STOP LEARNING'

Improve your basic skills or start right from the beginning

Basic Training for Skills Development (BTSD)

General Information

Would you like to improve your Math, English or Science? Would you like a specialized course in reading, spelling or report writing? Would you like to acquire the necessary skills to gain entrance to trade or vocational training? If your answer is "YES" to any of the above questions, then this is the course for you. Each student begins at his own level and works at his own speed. The instructor will design a program with each student to suit his individual needs. College certificates are awarded for successful completion of Level II, Level III and Level IV.

Requirements for Admission

Applicants must:

1. Have been away from the public school system for at least one year.
2. Be capable of concentrated, independent study.
3. Be over 18 years of age. (see criteria for under age applicants, below).
4. Have a career or educational goal.

Under Age Application Admission Criteria

Above factors apply plus:

1. Written permission from the Superintendent of the School District.
2. Written permission from the High School Principal. (School District #88 requires #2 only.)
3. Reasons for leaving school must be fully outlined. (A behavior problem does not qualify for entry into Upgrading).
4. Interview and permission of parents or guardians with College Staff -- (where practical).
5. Interview with College staff, counsellor and/or instructor.
6. Work experience is an asset. This provides an indication of maturity, career goal, etc.
7. A maximum of two students per class under 18 years of age will be admitted to the program at any time.

Other applicants with special circumstances will be considered on an individual basis by the A.B.E. Coordinator's office and the Register.

How to Apply

Prospective students may obtain application forms from the Student Services Office at the Terrace Campus or from one of the local College offices.

Length of Program

Varies to suit individual needs.

Location: Administration Bldg. - Days
Shop Classroom -- Evening course

Date: Continuous intake.

Time: Mon - Fri. 8:00 a.m. - 3:00 p.m. (day class)
Mon. - Thurs. 3:00 p.m. - 10:00 p.m. (Evening) + Fri. 10:00 a.m. - 5:00 p.m.

Fees: \$62.00 per month
\$25.00 Book Deposit (refundable)
\$ 1.00 Student Association fee - per month.

Students wishing to register for part-time studies may enrol for any portion of the above courses.

English Language Training

PLEASE REGISTER IN ADVANCE AT NORTHWEST COLLEGE

ADULT ENGLISH CLASSES 成人英語班
ΑΓΓΛΙΚΑ ΜΑΘΗΜΑΤΑ AIKUISTEN ENGLANNIN LUOKKA
CLASAS PARA ADULTOS ਵੈੱਡਿੰਗ: ਦਾਸ਼: ਅੰਗਰੇਜ਼ੀ ਦੀਆਂ ਜ਼ਮਾਤਾਂ
COURS D'ANGLAIS POUR ADULTES

English -- Beginner/Intermediate/Advance

Any student who wishes to learn English in the evening should attend this multi-level class.

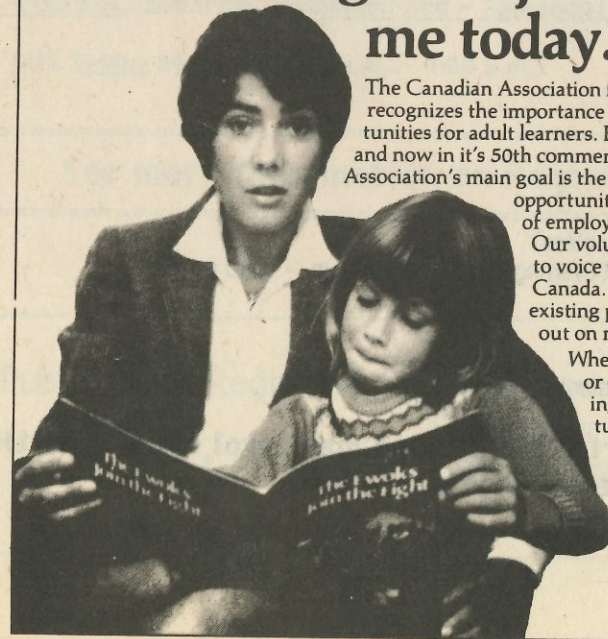
Instructor: Iverna Stradeski
Location: Cassie Hall School
Date: Oct. 1 - Dec. 5/85 (Tues. & Thurs.)
Time: 7:00 - 9:00 p.m.
Fee: \$16.00

Citizenship

This course is designed to help immigrants to Canada prepare to pass the Canadian Citizenship examinations.

Instructor: T.B.A.
Place: Rm. #202, N.W.C.C. Admin. Bldg.
Time: Tuesday & Thursday, 7:00 - 9:00 p.m.
Date: Sept. 24 - Oct. 24, 1985
Fee: \$8.00

"My education was important when I was her age: It's just as important to me today."



The Canadian Association for Adult Education recognizes the importance of educational opportunities for adult learners. Established in 1935, and now in its 50th commemorative year, the Association's main goal is the promotion of learning opportunities for Canadian adults in the fields of employment, citizenship and cultural development. Our volunteer organization is working hard to voice the concerns of adult learners across Canada. Working together, we are supporting existing programs of adult education and speaking out on matters of joint concern.

Whether you're picking up a book from the library, or enrolling in a night course, education and learning are a part of your life, all of your life. Let learning turn your life on...

Learning Turns Your Life On

CANADIAN ASSOCIATION FOR ADULT EDUCATION
 Corbett House, 29 Prince Arthur Ave.,
 Toronto, Ontario M5R 1B2

Notice for Adults Without Grade 12

GENERAL EDUCATIONAL DEVELOPMENT TESTS (G.E.D.)

1. What are the G.E.D. Tests?

The General Educational Development Tests are a series of five comprehensive examinations in the areas of Writing Skills, Social Studies, Science, Reading Skills and Mathematics. They are designed to measure as directly as possible the major generalizations, ideas and intellectual skills that are normally gained through 12 years of formal education.

2. Why Take the G.E.D. Tests?

Many adults who did not graduate from secondary school have acquired skills, through work and study experiences, at or above secondary school level. The G.E.D. tests provide an opportunity for these people to earn an official document stating they have a secondary school equivalency standing which may assist them in qualifying for better jobs, for promotions within their own organizations, and in applying for admission to post-secondary educational institutions.

3. Who May Take the Tests?

Applicants must meet the following four requirements at the time of application:

- * Minimum age of 19.
- * British Columbia residency for at least six months preceding the date of application to write.
- * Out of school for at least one full academic year.
- * Have not received a Grade 12 graduation certificate from any institution.

4. How Much Does it Cost to Take the Tests?

A \$10.50 administration fee for all or any of the tests is payable at the time of application. It is not refundable. Payment should be made by certified cheque or money order made payable to: **Minister of Finance, Government of B.C.**

5. How Do I Apply to Take the Tests?

Application forms are available from Student Services at Northwest Community College or by writing or phoning:

Mr. W. J. Zoellner
 Chief Examiner of G.E.D. Testing Program
 Ministry of Education
 VICTORIA, B. C. V8V 2M4
 Phone: 387-4611.

6. Where and When will the Test be Held?

The next date for the G.E.D. examinations will be: **September 27/28, 1985** and **December 13/14, 1985**

Location: Northwest Community Community, Terrace Campus

7. How May One Prepare for the Tests?

Skills you have acquired from working, training, travelling, reading, and many other experiences have helped prepare you for the GED tests.

You May Also Enroll in our G.E.D. PREPARATION CLASSES.

G.E.D. Preparation

Instructors: Eila George and Lynn Turner
Place: Caledonia, Room 3
Time: Tuesday, 7:30 - 10:00 p.m.
Date: Oct 1 - Dec. 3, 1985
Fee: \$10.00

Vocational and Trades Training

Full Time Pre-employment and Trades Training Courses

Terrace Campus

Automotive
Carpentry
Cooking
Electronics
Heavy Duty Mechanics
Joinery
Machinist
Millwright
Welding

Prince Rupert Campus

Marine Engine
Marine Certificate IV
Marine Navigation
Net Mending

These courses are offered on a continuous entry basis, 12 months a year. For detail course descriptions please refer to the 1985/86 College Calendar.

General Program Information

To better meet your needs, most courses are offered on a continuous-intake, individualized-learning format. Details of this learning approach are listed below:

- ** Grade 10 or equivalent required in all courses except Electronics, which requires Grade 12 - Algebra and Physics.
- ** Continuous intake -- register anytime (space permitting) -- Electronics every 2 months.
- ** Self-paced courses -- approximately 6 months' duration [except Electronics (10 months) Cooking (3 to 12 months)].
- ** Full-time or part-time enrollment in day courses.
- ** Upgrading in Math, Science and English if required.
- ** Students able to check out, go to work and return to training without losing credit and being asked to start over.
- ** Successful students are eligible to write first-year apprenticeship exam.
- ** Credit may be gained for Common Core and Occupational Core (first and second levels) of related trade programs even though trade specialty not offered at NWCC. Check with counsellor.
- ** The first part of the course in a number of similar trades is available at Smithers, Hazelton, Prince Rupert, and Kitimat.

Part Time Trades Training Courses

Automotive Mechanics TQ

This telecourse is designed to help prepare an experienced auto mechanic for the tradesman qualification exam required for certification. Topics shown include shop equipment and practises, engine component servicing, anti-pollution devices, carburetors, fuel injection systems, testing procedures and air-conditioning. Northwest Community College will provide tutorial support by telephone from 8:00 a.m. to 3:00 p.m. Mondays to Fridays. Students can phone 635-6511 (or toll free 112-800-772-1120), Local 279. (Certified auto mechanics may find the review useful.)

Dates: Sept. 12 - Oct. 24/85
Time: Thurs. 5:30 p.m.
REPEATS: Sept. 13 - Oct. 25/85
Fri. 12:00 Noon.
Fee: \$62.00 plus \$55 for books, approx.
Place: Knowledge Network (Cable 12)

Heavy Duty Mechanics TQ

This telecourse is designed to help prepare an experienced auto mechanic for the tradesman qualification exam required for certification. Topics shown include shop equipment and practises, engine components, electricity, undercarriages, and winches. Northwest Community College will provide tutorial support by telephone from 8:00 a.m. to 3:00 p.m. Mondays to Fridays. Students can phone 635-6511 (or toll free 112-800-772-1120), Local 279. (Certified auto mechanics may find the review useful.)

Dates: Sept. 12 - Nov. 28/85
Time: Thurs. 6:00 p.m.
REPEATS: Sept. 13 - Nov. 29/85
Fri. 12:30 p.m.
Fee: \$62.00 plus \$155 for books, approx.
Place: Knowledge Network (Cable 12)

Air Brakes #9156, 9157, & 9158

To prepare drivers for practical and written test on the operation and maintenance of air brakes systems for either on-highway or off-highway vehicles. Those taking off-highway exams will be required to pay the Ministry of Transportation an examination fee.

Location: N.W.C.C., Terrace Campus
Room: 111, Shops Building
Date: Sept. 24, Oct. 22, & Nov. 26/85
Time: Mon-Fri, 6:30 - 10:00 p.m.
Sat. 8:00 a.m. - 3:00 p.m.
Fee: \$56.00

Truck Operations/Basic Maintenance Skills & Class 1 & 2 Drivers Training

Participants will receive training on all working components. They will learn:

1. To identify potential problems
2. To inspect and perform adjustments to air brake systems
3. To perform pre and post-trip inspections
4. Defensive driving and hazard avoidance
5. How to operate the truck/tractor under various conditions

Course Content

Engine and Support systems, Basic Power Trians, Steering Systems, Electrical Systems, Air Brakes, Tires and Maintenance, Trip Inspections, Safety and Operating Procedures.

The vehicle practical section v instructions.

(Anticipated course #6160

Please register your names who have never used a 6511, Local 203. You will be taught the keyboard and mail/phone on the specific specialized applications of and fee.) ded as a pre-computer course.

Electronics - Evening

(If Student numbers w0, plus book Administration
Instruction in any of the 11, Administration
individualized, continuous ing

DC Electronics

AC Electronics

Semi Conductors

Electronic Circuits

Digital Techniques

Microprocessors

Location: N.W.C.C.,

Room: 208,

Date: T.B.A.

Time: 7:00 - 1

Fee: \$162.00

(Subject

111, Administration

ding

iting #6161

writing functions are studied in this

n the Northwest College assignment

101. Completion carries credit

te. A transcript will also be issued

by the instructor.

September 16

& Wed.. 7:00-9:00 p.m.

.00

111, Administration

ding

Industrial Electronics Up-Grading for Millwrights, Electricians & Instrument Mechanics

Phase I - 60 hours

Pre-requisite: Grade 12 or equivalent knowledge, TQ, or successful completion of pre-entry evaluation.

Participants will learn:

1. Solid State Devices
2. Circuits
3. Digital Techniques as used in Industrial Control Systems

Phase II - 60 hours

Pre-requisite: Phase I or equivalent knowledge.

Participants will learn:

1. Digital Techniques
2. Programming and interfacing of microcomputers
3. Programming of the programmable controller
4. Trouble-shooting of industrial control systems

Location: N.W.C.C., Terrace Campus

Room: 208, Shops Building

Date: T.B.A. (Subject to minimum Enrollment)

Time: 7:00 - 10:00 p.m. (2 Evenings a week),

or 8:00 a.m.-3:00 p.m. for 10 days
Fee: \$245.00 - For each Phase

Place: Rm. 113,

Building

Total Hours: 60

ling Program

Bookkeeping (ACCT

Students who have previously g available September

enroll for ACCT 102. Areas o continuous-intake, self-

Payable, Accounts Receiv continuous-intake, self-

Reconciliation, Promissory No .m. to 10:00 p.m.

Credit. .m. to 10:00 p.m.

Starting Date: Septemb

Time: Tue & Thu

Fee: \$108.00

Place: Rm. 113

Building

Total Hours: 60

Introductory Finan

(ACCT 150/151)

CA, RIA, CGA, College Credit

Starting Date: Septemb

Time: Tue & Thu

Fee: \$108.00

Place: Rm. 113

Building

Total Hours: 60

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ered?

Cook Training Courses

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 mons.

FEES:

Tuition	\$ 62.00
Tool or Book Deposit	50.00

Meat Cutting *6168

The fundamentals of meat cutting. Includes sharpening and maintenance of various knives, sanitation and the actual cutting of meat. Enrollment is limited to 10 students.

Starting Date: September 30

Time: Mon.&Wed., 7:00-10:00 p.m.

Fee: \$55.00

Place: Cafeteria

Total Hours: 30

Cake Decorating *6169

Covers all basic concepts of cake decorating. Border design, flowers, tube writing, sugar moulds, fundamental special techniques. Enrollment is limited to 10 students.

Starting Date: Oct 1

Time: Tues.&Thurs., 7:00-10:00 p.m.

Fee: \$55.00, plus supplies

Place: Cafeteria

Total Hours: 30

Time Trades Training Courses

Heavy Duty Mechanics TQ

Prepare an experienced tradesman required for shown include shop etors, fuel injection itioning. Northwest upport by telephone Fridays. Students 112-800-772- mechanics may find

This telecourse is designed to help prep auto mechanic for qualification exam certification. Topics shop equipment and components, electricity, undercarriage. Northwest Community College will provide telephone from 8:00 a.m. to 3:00 p.m. Monday. Students can phone 635-6511 (or toll 772-1120), Local 279. (Certified and find the review useful.)

Dates: Sept. 12 - Nov. 28/

Time: Thurs. 6:00 p.m.

REPEATS: Sept. 13 - Nov. 29/

Time: Fri. 12:30 p.m.

Fee: \$62.00 plus \$155 for

Place: Knowledge Network (

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for books, approx.
-k (Cable 12)

Business Education Programs

Full Time Pre-Employment Programs

The following programs commence September 3, 1985 with continuous intake:

Clerk-Typist	Legal Steno	Administrative Secretary
Clerk Bookkeeper	Medical Steno	Industrial Records & First Aid
Accounting	Word Processing	

The above programs vary in length from 4 - 12 months.

Two year **DIPLOMA PROGRAMS** offered in **Office Management** and **Business Administration** both with start dates of **September 3, 1985** and **January 6, 1986**.

For information on any of these programs, contact your local College Centre, or call Terrace 635-6511 (Loc. 225).

Part Time Pre-Employment and Upgrading Programs

General Business Pre-requisite *6159

A course designed for people without previous Commerical training or experience, or for people who have been out of school for several years. This course covers the operation of a ten-key adding calculator, business arithmetic and record keeping. It is recommended that students having no business experience complete this course before taking ACCT 101.

Starting Date: September 16

Time: Mon.&Wed., 7:00-9:00 p.m.

Fee: \$72.00, plus books

Place: Rm. 113, Administration

Building

Total Hours: 40

Basic Keyboarding *6160

This is a course for persons who have never used a typewriter before. Students will be taught the keyboard and begin learning the many specialized applications of typewriting. Also recommended as a pre-computer course.

Starting Date: September 16

Time: Mon.&Wed., 7:00-9:00 p.m.

Fee: \$72.00, plus book

Place: Rm. 111, Administration

Building

Total Hours: 40

Advanced Typewriting *6161

More complex routine typewriting functions are studied in this course. Students will begin the Northwest College assignment requirements for TYPG 101. Completion carries credit toward a College Certificate. A transcript will also be issued to successful students. Prerequisites: Basic keyboarding or experience to be assessed by the instructor.

Starting Date: September 16

Time: Mon.&Wed., 7:00-9:00 p.m.

Fee: \$72.00

Place: Rm. 111, Administration

Building

Total Hours: 40

Bookkeeping (ACCT 101) *6162

This is an introductory course in the fundamentals of bookkeeping. Routine profit and loss, balance sheets and payroll calculations are included. Completion of this module carries credit toward a Northwest College Business Certificate. Students should have access to a ten-key adding machine.

Starting Date: September 17

Time: Tue&Thurs, 7:00-10:00p.m.

Fee: \$108.00, plus book

Place: Rm. 113, Administration

Building

Total Hours: 60

Bookkeeping (ACCT 102) *6162

Students who have previously completed ACCT 101 may enroll for ACCT 102. Areas of study will include: Accounts Payable, Accounts Receivable, Cash Flow, Bank Reconciliation, Promissory Notes and Adjustments. College Credit.

Starting Date: September 17

Time: Tue&Thurs, 7:00-10:00p.m.

Fee: \$108.00, plus book

Place: Rm. 113, Administration

Building

Total Hours: 60

Introductory Financial Accounting (ACCT 150/151) *6162

CA, RIA, CGA, College Credit

Starting Date: September 17

Time: Tue&Thurs, 7:00-10:00p.m.

Fee: \$108.00, plus book

Place: Rm. 113, Administration

Building

Total Hours: 60

**Introduction to Computers
(BCPT 102) *6167**

This course is intended for people who have little or no experience with computers. The object is to introduce the student to computers, their use and limitations. The student should complete the course with the ability to feel comfortable in a computer environment. The course includes substantial hands on computer experience.
COLLEGE CREDIT.

COURSE I

Starting Date: September 17
Time: Tue. Wed. & Thurs.
7:00-9:00 p.m.
Fee: \$80.00, plus books
Place: Computer Lab, N.W.C.C.
Enrollment: 16
Total Hours: 40

COURSE II

Starting Date: November 5
Time: Tue. Wed. & Thurs.
7:00-9:00 p.m.
Fee: \$80.00, plus book
Place: Computer Lab, N.W.C.C.
Enrollment: 16
Total Hours: 40

**Business Finance (BFIN 250/251)
*6165**

CA, RIA, CGA, College Credit

Dates: Sept. 3 - Dec. 20
Time: Mon. - Fri. 10:15 a.m.
Fee: \$62.00 per month
Place: Rm. 113, Administration Building

**Economics (ECON 150/151)
*6163**

CA, RIA, CGA, College Credit

Dates: Sept. 3 - Dec. 20
Time: Mon. - Fri. 10:15 a.m.
Fee: \$62.00 per month
Place: Rm. 217, Administration Building

**Accounting Information Systems
(BCPT 250) *6164**

CA, RIA, CGA, College Credit

Dates: Sept. 3 - Oct. 25
Time: Mon. - Fri. 8:00 a.m.
Fee: \$62.00 per month
Place: Rm. 217, Administration Building

**Credit & Collections (MGMT252)
*6166 College Credit**

Dates: Sept. 3 - Oct. 25
Time: Mon. - Fri. 1:00 p.m.
Fee: \$62.00 per month
Place: Rm. 108, Administration Building

Business Education Telecourses

The New Computer Literacy

This telecourse reflects the trend towards a more practical approach in introductory computer courses. It is an up-to-date survey of electronic data processing, computer hardware and software systems, and developments that will provide the basic for further advancements in information processing. It also includes a section of computer programming in BASIC.

To receive full credit as BCPT 150 towards the Diplomas in Business Administration or in Office Management, students will be required to complete a number of programming assignments. To do so, students will need to have access to an IBM, Apple or compatible personal computer. Students may be able to arrange computer time at the College centres in Terrace, Prince Rupert, Smithers or Kitimat. Tutorial support is included in the tuition fee.

Dates: Sept. 9 - Dec. 2/85
Time: Mon. - 11:30 a.m. - 12:30 p.m.
REPEATS: Sept. 14 - Dec. 7/85
Sat. 12:30 - 1:30 p.m.
Fee: \$120.00 plus \$48.40 for textbook
Place: Knowledge Network (Cable 12)

The Business of Management

This telecourse is designed to help the new or aspiring business person learn essential skills in planning and organizing, staffing and directing, controlling, decision making, motivating and communicating. Top experts in management share their experiences to present a realistic picture of management in the 1980's. The College supplies tutorial support for those wishing to take this course for credit as Management 150 towards the Diploma in Business Administration or in Office Management.

Dates: Sept. 10 - Dec. 3/85
Time: Tues. - 12:30 p.m. - 1:30 p.m.
Fee: \$120.00 plus \$58.90 for textbook
Place: Knowledge Network (Cable 12)

**Regional Vocational Programs
Business, Management and
Industry Services**

Northwest Community College offers a wide range of business, management and industry related programs that can be offered throughout the College region. The College staff would be pleased to discuss your specific training needs and design a course to meet your requirements.

For consultation, please contact Mr. Audun Birkedal at the Terrace Campus 635-6511, or 112-800-772-1120 (Loc. 239).

Demand Courses

Northwest Community College offers a variety of short courses as need arises. Simply register your interest at any College Centre and when sufficient people have signed up you will be notified and the course will be scheduled.

TRADES

Industrial Electronics	Compressed Natural Gas
Auto/Heavy Duty Refresher	Hydraulics
Truck Operation & Maint.	Carpentry/Woodworking

BUSINESS/INDUSTRY SERVICES

Data Processing Concepts	Intermediate Computing
Supervisory Management	Time Management
Small Business Accounting	Computer Accounting
Taxation	

**How to Start Your Own Business
*6951**

Participation in this seminar will assist you in seriously laying the ground work for preparing to open your own business. Through instruction and group discussions built around real-life case studies, you will start the initial preparation and step-by-step approach to become a business owner.

Instructor: Federal Business Development Bank
Location: N.W.C.C., Room: T.B.A.
Date: Sept. 24 & 25, Tues. & Wed.
Time: 7:00 - 10:00 p.m.
Fee: \$50.00 (includes materials)

Registration Deadline is Monday, September 16, 1985

**Salesmanship: The ABC's of Selling
*6953**

'The ABC's of Selling' is a 6-week course designed for people working in businesses who are interested in PERFECTING their basic SELLING TECHNIQUES. The course will cover basic, proven selling techniques and will be of interest to anyone whose success depends on making sales - from the owner/manager to the part-time salesperson, and from the full-time salesperson, in the store or on the road, to the cashier who answers customer questions. No previous knowledge, experience or sales courses is required for you to benefit. The first part of the course will help you study, analyse and understand yourself, your customers, your product and your profession. The second part will help you develop your sales techniques. In short, 'The ABC's of Selling' explains the WHY and the HOW of salesmanship.

Instructor: Len Winter
Federal Business Development Bank
Location: N.W.C.C., Room: T.B.A.
Date: Oct. 2, 9, 16, & 30
Nov. 6 & 13 (6 sessions)
Weds. evening
Time: 7:00 - 10:00 p.m.
Fee: \$75.00 (includes materials)
Registration Deadline is Monday, September 23, 1985

Bookkeeping *6952

This 6-hour seminar is an introduction to bookkeeping techniques. You will be shown how to set up journals, how to accurately record transactions, how to post the general ledger and perform the preliminary steps for the preparation of financial statements.

Instructor: Federal Business Development Bank
Location: N.W.C.C., Room: T.B.A.
Date: Nov. 19 & 20, Tues. & Wed.
Time: 7:00 - 10:00 p.m.
Fee: \$50.00 (includes materials)
Registration Deadline is Monday, November 11, 1985

Legal Planning for Small Business

Examine the legal and tax consequences of various business structures; guidelines for obtaining capital, purchasing an existing business, and resources for small business. This course is made possible through the cooperation and resources of the People's Law School.

Location: N.W.C.C., Terrace Campus
Room: 213, Admin. Building
Date: Nov. 12/85
Time: 7:30 - 9:30 p.m.
Fee: No Fee.

Health Continuing Education

Northwest Community College employs a Program Coordinator who works to develop programs throughout the College region as needs demand. Input for these programs can be made through local Centre Directors or by contacting Emily Rozee, Health Program Coordinator, at the Terrace Campus 635-6511 (Loc. 237).

The following professional development courses are in various stages of development for the Fall 1985:

1. **Basic Fetal Monitoring**
When: Friday, September 13, 1985

Time: 9:00 a.m. - 5:00 p.m.
Where: Wrinch Memorial Hospital,
Hazelton, B.C.
Instructor: Jetty Soolsma, R.N., N.M., PNC
Vancouver Community College

Pre-registration
Deadline: September 6, 1985

2. **Nursing Management of the Patient on a Ventilator**
When: Thursday, September 19, 1985
Friday, September 20, 1985
Time: 9:00 a.m. - 5:00 p.m.
Where: Prince Rupert Regional Hospital
Prince Rupert, B.C.
Instructor: T.B.A.

Pre-registration
Deadline: September 12, 1985

3. **Perinatal Nursing Workshop**
When: November 28, & 29, 1985
(tentative)
Where: Queen Charlotte Islands Hospital
Queen Charlotte City, B.C.
Instructor: Jetty Soolsma, R.N., N.M., PNC
Vancouver Community College

Pre-registration
Deadline: November 21, 1985

4. **Cardiac Arrest Management for Nurses**
When: T.B.A.
Where: Prince Rupert, B.C.
Instructor: Justice Institute of B.C.

5. **Trauma for Physicians**
When: T.B.A.
Where: Houston Health Centre,
Houston, B.C.
Instructor: Justice Institute of B.C.

Long Term Care Aide/Homemaker Program (Certificate)

The goal of the Long Term Care Aide/Homemaker program (Provincial Curriculum) is to prepare a graduate who will be competent and confident in performing specified skills and who will have a background knowledge at the level of an 'informed consumer'.

The specified skills include:

- individual and family growth and development patterns and expectations for all groups.
- Basic needs
- human body structure and functions.
- an introduction to the health and social service systems, to relevant government and voluntary agencies, and to workers/professionals
- an introduction to health problems commonly encountered by the Long Term Care Aide/Homemaker.

A graduate of these programs will be prepared to work as a

1. **Long Term Care Aide** in a personal care, intermediate care or extended care facility.
2. **Homemaker** in a client's private home.

Program Structure

The programs can be organized on a Full or Part-time basis; either Basic or Up-Grade programs.

- I. **Full Time (Basic)** - approximately 420 hours, (14 week program)
 - Theory/Labs - 7 weeks
 - Practicum - 7 weeks
- II. **Part-time Up-Grade** - approximately 162 hours, plus practicum for Long Term Care Aides/Homemakers currently working in the field. Offered on a part-time, evening basis.
Minimum 12 students
- III. **Part-time Up-Grade (Self Study)** - approximately 120 hours. A combination of home study + 120 hours classroom/lab/community experience.
Minimum 12 students

Fees

- I. **Full time (Basic)** - At present, on a contractual basis with Northwest Community College.

- II. **Part-time Up-grade** - As per Track.

Orientation	Track E	\$ 37.00	Nutrition	Track A	37.00
Communications	Track D	42.00	Emergencies	Track F	14.00
Basic Needs	Track G	105.00	Safe/Clean Environment	Track B	35.00
Personal Assistance	Track C	85.00			

- III. **Part-time Up-grade (Self Study)**
Fees to be determined.

Admission Requirements

1. Have completed Grade 10, or its equivalent. This requirement may be waived at the discretion of the College.
2. Reflect the desire and interest to work with people of varying ages and from various cultural backgrounds.
3. Submit a medical examination report prior to final acceptance.
4. Be up-to-date on required immunization.
5. Have completed a S.O.F.A. course. (For Self-Study Up-Grade only)
6. Interview.

Programs in planning stages for Fall 1985 include:

1. **Long Term Care Aide/Homemaker Up-Grade - Tracks B, D, & G.**

When: September 10, 1985 - December 17, 1985
Where: Terrace, B.C.
Fee: Track B - \$ 35.00 (Safe/Clean Environment)
Track D - \$ 42.00 (Communications)
Track G - \$ 105.00 (Basic Needs)

Minimum 12 students
Pre-registration deadline - September 3, 1985

2. **Long Term Care Aide/Homemaker - (new start-up)**

When: October 7/85 - November 25/85
Where: Kitimat, B.C.
Fee: Track E - \$ 37.00 (Orientation)
Track D - \$ 42.00 (Communications)

Minimum 12 students
Pre-registration deadline - September 30, 1985

3. **Long Term Care Aide/Homemaker - (Basic)**

When: September 16/85 - December 20/85
Where: Kitsegukla, B.C.
Pre-registration deadline - September 9, 1985

Northwest Community College
announces the start of the

NORTHERN NATIVE INDIAN PROFESSIONAL NURSING PROGRAM

Northwest Community College, the B.C. Institute of Technology, Health & Welfare Canada, and the Nisga'a Valley Health Board are pleased to announce the start of a **Northern Native Indian Professional Nursing Program**.

Essentially, the program is the existing B.C.I.T. General Nursing program with the addition of traditional medicine and some adaptations for Northern Native educational needs. B.C.I.T. is a provincial institution that enrolls students from all regions of the province. The General Nursing program has five terms of 17 weeks duration. Terms one through four are offered concurrently in a health care agency and an educational institution. Term five is a preceptorship term offered mainly in a hospital.

B.C.I.T. and Northwest Community College have agreed to co-operatively offer the B.C.I.T. General Nursing program through the following arrangement:

- Northwest Community College will offer a pre-entry training program
- Northwest Community College will offer Terms 1 and 2
- B.C.I.T. will offer Terms 3, 4 and 5
- B.C.I.T. will arrange Term 5 placements in the college region if desired by the student and if suitable experience is provided by the hospital.

Nursing Pre-entry Program

It is recognized that many potential students may lack the necessary pre-requisite courses or grade level to enter the nursing program. To address this situation, commencing August, 1985, Northwest Community College will offer a complete pre-entry training program. This program will include the necessary English, Math, Chemistry and Biology courses needed to meet these educational pre-requisites. This program is open to individuals wishing to raise their marks or to individuals who lack one or more of the pre-requisite courses. It will also be possible for students who meet the necessary pre-requisite to enrol in several Northwest Community College courses that transfer directly to the first-year nursing program.

Depending on the present educational level of the student the pre-entry program may last from 5-12 months. Students are encouraged to attend these courses as long as possible to ensure a high level of skills. To do so will enhance their ability to handle the rigors of the actual nursing program.

Students planning to enter this program will be required to complete a set of placement tests in English and Math. These tests are designed to help college staff and the student to select the best programs to up-grade the student's pre-requisite skills. **These tests are scheduled to take place at N.W.C.C, Terrace August 10, 1985.** Additional placement tests may be scheduled as required.

Prospective students will be able to enrol in the English and Math components of the pre-entry program at any Northwest Community College ABE or BTSD program. It will be necessary to attend N.W.C.C. (Terrace) to complete the Chemistry and Biology portions of this program. For non-Terrace students there are residence facilities at N.W.C.C. or a wide choice of private and commercial accommodation in Terrace. The pre-entry program has been developed so that students who complete the program will meet the pre-admission requirements at most Schools of Nursing in British Columbia and Alberta. The pre-entry program will also satisfy the pre-admission requirements for many other health career programs.

Spaces in this program are limited; so please act soon. If you know of individuals who would be interested in this career training program (employment prospects are very good) please pass this information on to them. Any person interested in this program is asked to **contact** their **local college centre** or call either **Gary Baker** or **Marilyn Mardiros** at N.W.C.C. in Terrace, 635-6511.

**Health-Vocational
Part-Time**

FIRST AID PROGRAMS

Industrial First Aid:

WCB Certification

Course I #6170

Starting Date: September 21

Time: Sat & Sun

8:00 a.m. - 3:00 p.m.

Fee: \$215.00 includes

Books & Examination

Place: Rm. 215 Administration

Building

Total Hours: 60

Course II #6171

Starting Date: September 16

Time: Mon. & Wed.

7:00 p.m. - 10:00 p.m.

Fee: \$215.00 includes

Books & Examination

Place: Rm. 215 Administration

Building

Total Hours: 60

Course III #6172

Starting Date: November 25

Time: Mon. - Fri.

8:00 a.m. - 3:00 p.m.

Fee: \$215.00 includes

Books & Examination

Place: Rm. 215 Administration

Building

Total Hours: 60

Basic First Aid #6173

WCB Survival First Aid ticket and College certificate.

8 hours survival first aid and 10 hours general first aid.

12 students maximum.

Starting Date: Sept. 17th & Oct. 8th

Time: Tues. & Thurs.

7:00 a.m. - 10:00 p.m.

Fee: \$40.00 includes

Books & Examination

Place: Rm. 215 Administration

Building

Survival First Aid #6174

WCB certification. Courses will be held as names accumulate. Please register or pay fee to the College Cashier. You will be advised of the course date.

Minimum 10 students required.

Fee: \$25.00.

CPR Courses

Cardiopulmonary Resuscitation is one part of the basic cardiac life support program developed by the Canadian Heart Foundation. It is directed in B.C. by the Emergency Health Services Commission.

Heartsaver #6175

Four hours minimum. For anyone who has never had CPR instruction. **Fee: \$25.00**

CPR 1 #6176

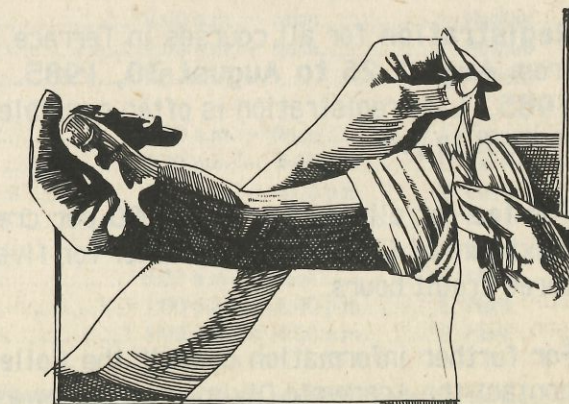
Eight hours minimum. For persons with previous health or CPR training. **Fee: \$35.00**

CPR 2 #6176

Fee: \$35.00

CPR 1 & 2 Recertification #6176

CPR courses will be held as names accumulate. Please register and pay fees to the College Cashier. You will be advised of the course date. **Fee: \$35.00**



Academic Division

General Program Information

The Academic Division offers a comprehensive selection of first-and-second year university transfer courses in the humanities, social sciences and sciences. You can select a combination of prerequisite and elective courses to complete your first or second year of studies at Northwest Community College, students usually take five courses per semester. You then transfer to the program of your choice at one of the universities or community colleges in B.C. or elsewhere. In addition, the Academic Division offers a two-year Human Service Worker and a one-year Early Childhood Education career program.

The complete Academic program is available at the Terrace campus where residential facilities for more than two hundred out-of-town students are available.

Part Time and Evening Program

It is possible to register for one or more courses during the day or in the evening and in that way spread your course work over a number of years at your convenience. To accommodate students who cannot attend classes during the day, Northwest Community College offers a significant number of courses in the evening at the Terrace, Kitimat, and Prince Rupert campuses. The selection of courses varies from year to year to enable students to complete their studies in the evening and also to provide courses which are of general interest.

Correspondence Courses

For students unable to attend the College, a number of correspondence courses are offered: Anthropology, Economics, English, Psychology, & Sociology. (See page 21.)

Admission, Registration and Cost

The College has an open admission policy. Mature students may be admitted without submission of their high school transcript. However, recent graduates are expected to submit their transcript.

You can obtain application forms at any College centre, or by writing to the Registrar's office in Terrace. Part time students may register without having been formally admitted to the College.

Registration for all courses in Terrace, Kitimat and Prince Rupert will take place from **August 26 to August 30, 1985. Classes start Tuesday, September 3, 1985.** Late registration is often possible. Register in person at the college campus nearest to you.

The fee for all courses is \$21.00 per credit hour (\$63 for a 3 credit course) to a maximum of \$315.00 per semester for five or more courses. Most courses consist of three credit hours.

For further information consult the College Calendar, your local College centre, or contact the Academic Division of Northwest Community College in Terrace.

Terrace Campus

All Courses Start the Week of September 3, 1985

Course	Day	Time	Instructor
Social Sciences & Humanities			
Anthropology.....	T.....	9:00 a.m. - Noon.....	T.B.A.
English 101 - 1.....	M/W.....	10:30 a.m. - Noon.....	G. Stanley
English 101 - 2.....	T.....	9:00 a.m. - Noon.....	G. Stanley
English 101 - 3.....	TH.....	9:00 a.m. - Noon.....	J. Patterson
English 101 - 4.....	W.....	7:00 p.m. - 10:00 p.m.....	J. Patterson
English 151.....	M.....	1:00 p.m. - 4:00 p.m.....	G. Stanley
English 201.....	TH.....	7:00 p.m. - 10:00 p.m.....	G. Stanley
French 110.....	T.....	7:00 p.m. - 10:00 p.m.....	J. Patterson
French 101.....	M/W/F.....	9:00 a.m. - 10:30 a.m.....	J. Patterson
History 106.....	TH.....	7:00 p.m. - 10:00 p.m.....	P. Weber
Political Science 203.....	M.....	7:00 p.m. - 10:00 p.m.....	P. Weber
Psychology 101 - 1.....	T.....	7:00 p.m. - 10:00 p.m.....	A. Klingner
Psychology 101 - 2.....	TH.....	9:00 a.m. - Noon.....	A. Klingner
Psychology 201.....	W.....	7:00 p.m. - 10:00 p.m.....	L. Tarwick
Psychology 221.....	W.....	9:00 a.m. - Noon.....	T.B.A.
Sociology 101.....	W.....	1:00 p.m. - 4:00 p.m.....	T.B.A.
Sociology 205.....	T.....	7:00 p.m. - 10:00 p.m.....	T.B.A.
Sciences			
Biology 101.....	M/W.....	2:00 p.m. - 3:30 p.m.....	J. Shepard
Biology 101 Lab 1.....	TH.....	9:00 a.m. - Noon.....	J. Shepard
Biology 101 Lab 2.....	TH.....	1:00 p.m. - 4:00 p.m.....	J. Shepard
Biology 212.....	T.....	7:00 p.m. - 10:00 p.m.....	J. Shepard
Chemistry 101.....	M/W/F.....	10:30 a.m. - 11:30 a.m.....	C. Jagdeo
Chemistry 101 Lab 1.....	T.....	8:30 a.m. - 11:30 a.m.....	C. Jagdeo
Chemistry 101 Lab 2.....	T.....	1:00 a.m. - 4:00 p.m.....	C. Jagdeo
Computer Science 111.....	TH.....	7:00 p.m. - 10:00 p.m.....	J. Stone
Computer Science 111 Lab 1.....	M.....	7:00 p.m. - 10:00 p.m.....	J. Stone
Computer Science 111 Lab 2.....	T.....	1:00 p.m. - 4:00 p.m.....	J. Stone
Computer Science 121.....	M/W/F.....	3:30 p.m. - 4:30 p.m.....	J. Stone
Computer Science 121 Lab.....	TH.....	1:00 p.m. - 4:00 p.m.....	J. Stone
Math 101.....	M/W/F.....	9:00 a.m. - 10:30 a.m.....	C. Williston
Math 111.....	M/W.....	7:00 p.m. - 9:30 p.m.....	C. Williston
Math 130.....	T.....	1:00 p.m. - 2:30 p.m.....	C. Williston
	and.....TH.....	10:30 a.m. - Noon.....	C. Williston
Physics 101.....	M/W.....	12:30 p.m. - 2:00 p.m.....	C. Jagdeo
Physics 101 Lab 1.....	F.....	1:00 p.m. - 4:00 p.m.....	C. Jagdeo
Human Services			
HSW 151.....	T.....	1:00 p.m. - 4:00 p.m.....	L. Hughes
HSW 153.....	T.....	9:00 a.m. - Noon.....	J. Muller
HSW 155.....	M.....	9:00 a.m. - Noon.....	J. Muller
	and.....W.....	1:00 p.m. - 4:00 p.m.....	J. Muller
HSW 164.....	F.....	9:00 a.m. - Noon.....	L. Hughes
HSW 191 Practicum.....	W.....	9:00 a.m. - Noon.....	L. Hughes
HSW 291 Practicum.....	T.B.A.....	T.B.A.....	L. Hughes
Early Childhood Education			
ECE 101A.....	M/T.....	8:30 a.m. - Noon.....	L. Tarwick
ECE 101 B.....	W.....	12:30 p.m. - 4:00 p.m.....	L. Tarwick
ECE 102.....	M.....	1:00 p.m. - 4:00 p.m.....	S. Mark
	and.....TH.....	8:30 a.m. - Noon.....	S. Mark
ECE 104.....	TH.....	1:00 p.m. - 4:00 p.m.....	S. Mark
ECE 125.....	W/F.....	8:30 a.m. - Noon.....	S. Mark
	and.....F.....	1:00 p.m. - 4:40 p.m.....	S. Mark
ECE 134.....	W.....	1:00 p.m. - 4:00 p.m.....	S. Mark

For information on these courses please refer to the Northwest Community College calendar, contact your local College centre, or call the Academic Division, Terrace Campus 635-6511 (Loc. 264), or 112-800-772-1120.

Terrace University Transfer Course Descriptions

Humanities

English 101-3: Literature and Composition I

Section I

Instructor: G. Stanley, B.A., M.A.

Mons. & Weds. - 10:30 a.m. - Noon

Section II

Instructor: G. Stanley, B.A., M.A.

Tues. - 9:00 a.m. - Noon

Section III

Instructor: J. Patterson, M.A., Ph.D.

Thurs. - 9:00 a.m. - Noon

Section IV

Instructor: J. Patterson, M.A., Ph.D.

Weds. - 7:00 - 10:00 p.m.

Reading and discussion of modern autobiography, fiction and drama. Lectures on grammar and style. Written assignments based on analysis of the literature read, personal experience, and subjects of general interest. (3,0,0)

English 201-3: English Literature 1300-1650

Instructor: G. Stanley, B.A., M.A.

Thurs. - 7:00 - 10:00 p.m.

Medieval and Elizabethan England. Reading and discussion of works by Chaucer, Shakespeare, Donne and others. Written assignments based on the works read.

English 151-3 (HSW): Technical Writing I

Instructor: G. Stanley, B.A., M.A.

Mons. - 1:00-4:00 p.m.

Methods and forms of technical writing, including letters, resumes, short reports, and communication with media. Lectures and exercises in grammar, vocabulary and style. Students will also read and discuss some modern literature.

French 101-3: Introductory French I

Instructor: J. Patterson, M.A., Ph.D.

Mon/Wed/Fri: 9:00 - 10:30 a.m.

This is the beginning French course for college students, which stresses the opportunity to communicate immediately. Texts used are based on natural everyday French and approximately equal emphasis is given to the four language skills: understanding, speaking, reading and writing. Reading content will interest mature students. Several video taping sessions are arranged at a local studio.

French 110-3: Advanced French I

Instructor: J. Patterson, M.A., Ph.D.

Tues: 7:00-10:00 p.m.

A study of contemporary French novels, poetry and stories. A review of French grammar. This course is scheduled in the evening to be of special interest to members of the Francophone Community and to community French Immersion teachers. (3,0,0)

Prerequisite: French 12 or French 108, or permission of the instructor.

Social Science Courses

Anthropology 101-3: Introduction to Physical Anthropology and Archeology

Instructor: T.B.A.

Tues: 9:00 a.m. - Noon

A general introduction to human biological and cultural history. Students will examine the concepts of evolution, genetics, animal behaviour and race in an attempt to understand what makes us human. (3,0,0)

History 106-3: Canada Since the 1860's

Instructor: P. Weber, M.A., Ph.D.

Thurs: 7:00 - 10:00 p.m.

This is an attempt to make major themes of development meaningful to us today. The course will investigate the interrelation of social, economic and political factors, pay significant attention to British Columbia and the activities of common people.

(Please Note: This is a one-semester course. It will be followed by another history course whose nature will be determined in September 1985. If you are interested in a specific course please contact the History Department. - Students primarily interested in Canadian affairs may wish to enrol in "The Canadian Economy" in the winter semester.)

Political Science 203-3: International Politics

Instructor: P. Weber, M.A., Ph.D.

Mons: 7:00 - 10:00 p.m.

This course will examine the relations between the superpowers, Europe and the Third world through the study of their internal organization and of international economic and political developments. (Please Note: This is a one-semester course. In the winter semester students may wish to take a course in "The Canadian Economy", or in Modern History.)

Sociology 101-3: Introductory Sociology I

Instructor: T.B.A.

Weds: 1:00 - 4:00 p.m.

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.

Sociology 205-3: Sociology of the Family I

Instructor: T.B.A.

Tues: 7:00 - 10:00 p.m.

The family and related social institutions. Topics include the origin and history of the family, marriage and children in Western society.

Psychology 101-3: Introductory Psychology I

Section I

Instructor: A. Klingner, B.A., M.A.

Tues: 7:00 - 10:00 p.m.

Section II

Instructor: A. Klingner, B.A., M.A.

Thurs: 9:00 a.m. - Noon

In the introductory psychology course, Psychology 101 and 102, you will discover some of the reasons why we think, feel and act as we do. The classes consist of lectures, structured experience, discussions and films, as well as other audio-visual presentations. The topics for this course include: a perspective of psychology; life-span psychological development; the biology of behaviour; sensation; perception; the nature of consciousness; conditioning and learning; and motivation and emotion. This course should be followed by Psychology 102. (3,0,0)

Psychology 201-3: Development Psychology I

Instructor: L. Tarwick, M.A.

Weds: 7:00 - 10:00 p.m.

The developmental psychology course, Psychology 201 and 202, offers an exploration of human development through the life-span, from conception to death. Following an introduction to the prevalent views of developmental psychologists and the way they attempt to answer relevant questions, the course proceeds to examine the physical, cognitive and psychosocial aspects of development in infancy and play years. This course should be followed by Psychology 202.

Prerequisite: Psychology 101 and 102, or permission of the instructor.

Psychology 221-3: Abnormal Psychology

Instructor: T.B.A.

Weds: 9:00 a.m. - Noon

This course offers an overview of the contemporary theories of psychopathology - behavioural, humanistic, psychodynamic and biophysical, as well as a perspective on research, classification and treatment of affective, social, psychotic and organic disorders.

Prerequisite: Psychology 101 and 102, or permission of the instructor.

Science Courses

Biology 101-3: Introductory Biology I

Instructor: J. Shepard, B.Sc., M.Sc.

Mon. & Wed. 2:00 - 3:30 p.m. (Theory Section I)

Thurs: 9:00 a.m. - Noon (Lab - Section I)

Thurs: 1:00 - 4:00 p.m. (Lab - Section II)

This course will explore human beings as biological entities beginning with a review of cell biology and DNA. We will cover human genetics and evolution, human ecology, anatomy and physiology, reproduction and development, and nutrition. Aspects of health and disease will be integrated with other topics.

Biology 212-3: Environmental Studies

Instructor: J. Shepard, B.Sc., M.Sc.

Tues: 7:00 - 10:00 p.m.

This course will cover principles of ecology and will focus on their application to resource utilization and exploitation in the Northwest, including forest resources, watershed and fisheries, big game management, and mineral extraction. The laboratory consists of weekend field trips exploring various features of terrestrial and aquatic ecology and examination of resource development issues in forestry, fisheries and mining.

Chemistry 101-3: Introductory Chemistry I

Instructor: C. Jagdeo, B.Sc., M.A.

Mon/Wed/Fri: 10:30-11:30a.m.

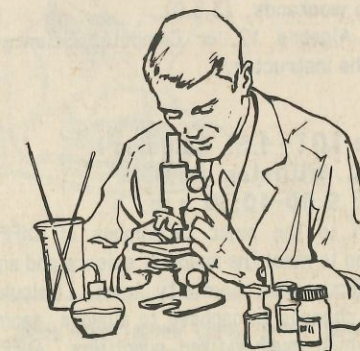
(Theory Section)

Tues: 8:30-11:30 a.m. (Lab Section I)

Tues: 1:00 - 4:30 p.m. (Lab Section II)

This is a basic first-year course in chemistry which will enable students to pursue further courses in all areas of Science and Engineering. Topics will include: A review of some basic principles, including quantum mechanics and electronic configurations, the periodicity of chemical and physical properties, chemical bonding, thermochemistry, properties of gases, and chemical equilibrium, in both gases and solutions. (4,3,0)

Prerequisite: Chemistry 11, or Chemistry 083, and Math 11 or Math 111/112.

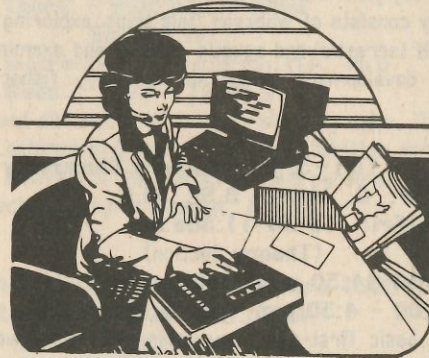


Computer Science 111-3:
An Introduction to Computers

Instructor: J. Stone, B. Math
Thurs: 7:00-10:00 p.m. (Theory Section)
Mon: 7:00-10:00 p.m. (Lab Section I)
Tues: 1:00-4:00 p.m. (Lab Section II)

This course is intended to provide persons with no previous computer experience with an introduction to the technology, common uses of computers and the concepts of programming. Students will acquire the skills necessary to begin using the computer as a personal problem-solving tool. The programming component of the course does not require any advanced mathematics. Students will be introduced to the programming language Logo. Logo is a modern computer language which is easy to learn and includes powerful features for the solution of sophisticated problems. Weekly lab sessions provide students with an opportunity to use a computer to gain experience with the concepts presented in lectures. Additional computer time is available to students in the evenings and on weekends. (3,3,0)

Prerequisite: Algebra 11, or permission of the instructor.



Computer Science 121-3: Programming in Pascal

Instructor: J. Stone, B. Math
Mon/Wed/Fri: 3:30-4:30 p.m.
(Theory Section)
Thurs: 1:00-4:00 p.m. (Lab Section)

A rigorous introduction to programming for those who are considering further study in computer science. Computer time is available to students during scheduled labs, in the evenings and on weekends. (3,3,0)
Prerequisite: Algebra 12, or Computer Science 112, or permission of the instructor.

Mathematics 101-4.5: Calculus I

Instructor: C. Williston, Ph.D.
Mon/Wed/Fri: 9:00-10:30 a.m.

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. Calculus is the mathematics of changes as opposed to algebra, geometry and trigonometry which involve fixed quantities. DIFFERENTIAL calculus involves finding the rate of change of one variable quantity with respect to another.

Mathematics 111-3:
College Algebra & Trigonometry I

Instructor: C. Williston, Ph.D.
Mon. & Wed: 7:00 - 9:30 p.m.

The first part of a two-semester course in which the class meets twice per week. The topics covered in Math 111 and Math 112 includes those in Algebra 12. This course prepares students for Math 101-Calculus. Students should consult the counsellor or the instructor about transfer credit for Math 111/112. (5,0,0)

Prerequisite: Algebra 11 or Math 082.

Mathematics 130-3: Finite Math

Instructor: C. Williston, Ph.D.
Tue: 1:00-2:30 p.m.

Thurs: 10:30 a.m. - Noon

A course designed for those who need a science/math elective and who are planning to take courses in economics, business, sociology, political science, psychology and biology. This course will also prepare the student for more specialized courses in the social sciences such as statistics and econometrics. Topics will include: linear equations, linear programming, matrices, set theory, probability, combinations. (3,0,0)

Prerequisite: Algebra 11 or Math 082

Physics 101-3: Motion Energy & Temperature

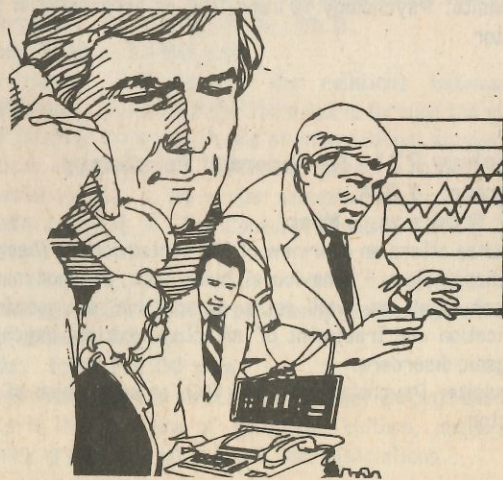
Instructor: C. Jagdeo, B.Sc., M.A.

Mon. & Wed: 12:30-2:00 p.m. (Theory Section)
Fri: 1:00-4:00 p.m. (Lab Section)

An analysis of motion, its causes and consequences. Application of these results to engineering and design problems. High-speed motion and Einstein's Special Theory of Relativity. Fundamental properties of fluids and gases, heat, temperature and entropy. (3,2,1)

Prerequisite: Physics 11 and Algebra 12 or equivalent.

Corequisite: Students are strongly advised to take Math 101.



University Credit Courses 'learn at home'
Correspondence Courses

The Academic Division offers the following correspondence courses for college credit and university transfer. All correspondence courses provide texts and study guides. Each course has instructional support from a regular college instructor via **toll free telephone 112-800-772-1120.**

For information on Academic Division correspondence courses please contact your local College Centre, or call the Academic Division at Terrace, 635-6511 (Loc. 264).

Fee: \$63.00 per course, plus texts & study guides

Anthropology 101-3: Introduction to Physical Anthropology and Archeology

Instructor: T.B.A.

A general introduction to human biological and cultural history. Students will examine the concepts of evolution, genetics, animal behaviour and race in an attempt to understand what makes us human.

Books: Approx. \$75.00

English 101-3
Literature and Composition I

Instructor: G. Stanley

Reading and discussion of modern autobiography, fiction and drama. Lectures on grammar and style. Written assignments based on analysis of the literature read, personal experience, and subjects of general interest.

Books: Approx. \$75.00

Psychology 101-3
Introductory Psychology I

Instructor: T.B.A.

In the introductory psychology course, Psychology 101 and 102, you will discover some of the reasons why we think, feel and act as we do. The classes consist of lectures, structured experience, discussions and films, as well as other audio-visual presentations. The topics for this course include: a perspective of psychology; life-span psychological development; the nature of consciousness; conditioning and learning; and motivation and emotion. This course should be followed by Psychology 102.

Books: Approx. \$65.00

Economics 202-3
Macroeconomics

Instructor: P. Weber

The Capitalist World View - Theory and Practice

This course will provide a survey of economic activities and institutions and will centre on an analysis of the production and distribution of wealth in the capitalist system. Specific items include: Production and Market Mechanisms, National Income Accounts, Economic Growth, International Trade and Capital Flows, Government Policies (budget, taxes, money supply, and trade unions). Theoretical tools and conceptual models from various schools of thought will be used as guidelines and will be tested for realistic validity in a historical perspective.

Books: Approx. \$95.00

Sociology 101-3
Introductory Sociology I

Instructor: T.B.A.

An examination of the structure through the major topics in the discipline of sociology: culture, socialization, primary groups, status and role, and associations.

Books: Approx. \$55.00



HAVE YOU REGISTERED?

Career Technical Programs

General Program Information

The Academic Division offers career training in **Early Childhood Education** and the **Human Service Worker Program**. These programs can be taken on a **Part-time** or **Full-time** basis towards the E.C.E. and H.S.W. Certificate and Diploma respectively, or they can be taken for general interest.

Early Childhood Education

For more information on the E.C.E. program contact **Larisa Tarwick 635-6511**.

Courses and Practicum hours as outlined in the following course descriptions are mandatory for completion.

Early Childhood Education 101: Program Development I

Instructor: L. Tarwick, M.A.
Mon/Tues: 8:30-Noon and
Wed: 12:30 - 4:00 p.m.

An introduction to planning and development of programs for pre-school centres, principles of guidance, use of materials and equipment, routines of play. (6,0,2)

Early Childhood Education 102: Curriculum Development I

Instructor: T.B.A.
Mon: 1:00 - 4:00 p.m. and
Thurs: 8:30 a.m. - Noon

An introduction to curriculum elements as related to child development; includes language, literature, art, music, science and social studies. (3,3,0)

Early Childhood Education 104: Health and Nutrition (HSW 163)

Instructor: T.B.A.
Thurs: 1:00 - 4:00 p.m.

Methods of fostering sound health and nutrition practices in the young child. Special emphasis on day care and menu planning. Introduction to first aid and common childhood disorders. (3,0,0)

Early Childhood Education 125: Practicum I

Instructor: T.B.A.
Wed/Fri: 8:30 a.m. - 12:30 p.m. and
Fri: 1:00 - 4:30 p.m.

Opportunities for observation and recording child behaviour. The student is exposed to a variety of education and care facilities for young children. A four week practicum in which a student will model behaviours of a competent aide. (0,6,1)

Early Childhood Education 134: Introduction to Child Development

Instructor: T.B.A.
Tues: 1:00 - 4:00 p.m.

A study of child growth and development looking at ages and stages, and theories in the early years. Conception, pregnancy, birth through five years of age. Also, the class will examine and use a number of observation methods to develop a broad repertoire of data collecting ideas. (3,0,0)



Human Service Worker

For more information on the H.S.W. program, contact **Jake Muller at 635-6511**.

HSW 151 3: Communications I

Instructor: T.B.A.
Tues: 1:00 - 4:00 p.m.

The course introduces the student to the basic processes and content of effective communication means as well as a personal understanding of his/her style of communication. Topics to be covered include: active listening, empathy, self-disclosure, giving feedback, understanding and expressing feelings, helpful responding and non-verbal communication. (3,0,0)

HSW 153 3: Human Growth and Development

Instructor: J. Muller, B.A., M.A.
Tues: 9:00 a.m. - Noon

This course offers a study of the growth and development of people, taking a life-span approach - from prenatal development to birth and infancy, to childhood, to adolescence, to adulthood and to old age. Special focus will be placed on the role of the family in development, as well as the processes of birth and death. Growth is seen as an ongoing human process with different physical, emotional and social aspects at each age and phase. (3,0,0)

HSW 155 3: Community Services-Introductory

Instructor: J. Muller, B.A., M.A.
Mon: 9:00 a.m. - Noon
Wed: 1:00 - 4:00 p.m.

This course will introduce the student to the various community services areas (theoretical and practical) within the general field of social welfare. The various aspects of the Canadian welfare system are examined within a historical perspective in order to provide an understanding of current practice and services. (3,0,0)

HSW 164 3: Behaviour Intervention

Instructor: T.B.A.
Fri: 9:00 a.m. - Noon

Students will learn how behaviour is learned and how it can be relearned for effective living. Some basic models of counselling will be studied, with emphasis on the development of a problem-solving model and its specific applications in the social services. (3,0,0)

HSW 191 3: Practicum I

Instructor: T.B.A.
Wed: 9:00 - Noon

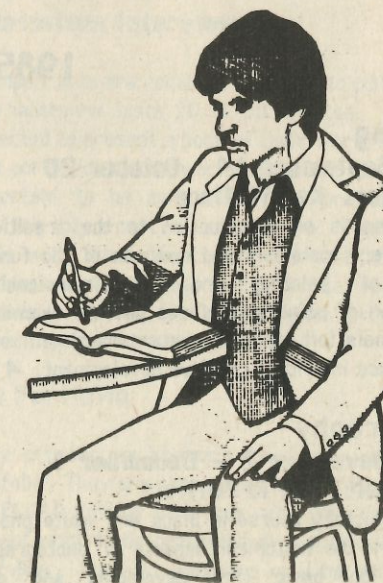
This course provides an introduction to the agencies and facilities that provide human services in the community. The emphasis is on first-hand field experiences with visits to a wide variety of community resources and meeting the professional personnel who provide the services. Each practicum day will include classroom seminars focussing on the student's role within the various agencies as practicum settings, as well as classroom instruction. (3,6,0)

HSW 291 3: Practicum II

Instructor: T.B.A.
Wed: 1:00 - 4:00 p.m.

This course provides the opportunity for a practicum program geared to the special interests and learning needs of the student. It will allow for further development of interpersonal, group and community skills within the context of the practicum agency or service. Seminars, workshops and supervisory sessions with agency personnel and instructor will provide discussion, feedback and assessment of student practicum performance. (3,6,0)

Prerequisite: Permission of instructor.





Outreach Foundation Program

***** Terrace *****

A Two-Year Part-Time Program
equivalent to the first
full year at ECCAD, Granville Island Campus

Emily Carr College of Art and Design, located on Granville Island in Vancouver, offers a four-year diploma program. During the exploratory and diagnostic Foundation course, all first-year students study fundamentals of art and design. Students come to understand the realities and challenges of a genuine commitment to the arts. The discovery of emerging interests is promoted. In the second half of the Foundation program, students explore topics and studio experiences which prepare them for the College's second-year fine art and design courses.

Emily Carr College of Art and Design has expanded its services to include an innovative part-time credit Foundation program; offered on weekends for maximum accessibility to all people interested in pursuing credit studies in visual arts and design. The students who complete, the Outreach Foundation program will be eligible for direct transfer into second-year courses at ECCAD, Vancouver.

1985/1986 Schedule

Painting

Dates: September 14 - October 20

Instructor: Ken Wallace

This course is an introduction to the traditional and contemporary materials and methods of the fundamental aspects of painting and two-dimensional form. Preparation of painting surfaces and the examination of various media (oil, acrylic, watercolour) will encourage and influence individual creative development. **4 credits**

Photography

Dates: November 2 - December 1

Instructor: Ingrid Yuille

This introductory course in black and white photography will survey the historical aspects of photography with emphasis on basic film developing and darkroom techniques. A 35 mm camera will be used. Assignments will include various experiments involving hand-colouring, photograms and collage. A final project will be required to complete the course. **4 credits**

Graphic Design

Dates: Jan. 18 - Feb. 16

Instructor: Derrick Carter

This course explores the structure, methodology and basic components of graphic design, the role of the graphic designer in society and the function of the graphic designer in the communications arena. Projects will involve research, marketing, design strategies, production and conceptual expression. **4 credits**

Printmaking

Dates: March 1 - April 6

Instructor: Judith O'Keeffe

A variety of printmaking techniques will be explored: relief, intaglio, screenprint, collograph and the monoprint. The fundamentals of printmaking materials and equipment, as well as the manipulation of techniques, will form the basis of this course. A portfolio of prints will be produced. **4 credits**

Survey of Western Art

This course surveys the major developments of Western art history from prehistoric art through contemporary art. Both parts of the course are offered as a slide-tape series, with regular contact with the instructor in person twice a semester and by phone weekly, during the course. Group viewing is encouraged, but it may be studied on an individual basis as well. The course fee includes a detailed study manual. The required text is H.W. Janson, *History of Art*, second edition. Two semesters, **8 credits**.

Survey of Western Art I

Dates: September to December 1985

Covers prehistoric art, the great Valley civilizations, the classical tradition of the Mediterranean and the emergence of the European culture from the Middle Ages to the Renaissance. **4 credits**

Survey of Western Art II

Dates: January to April 1986

Covers European development from the 17th century through the emergence of Modernism, identifying contributions of individual artists as well as general historical movements.

NOTE: Survey of Western Art I and II will be offered if there is sufficient enrolment.

Information for E.C.C.A.D. Foundation Students

Part-time Foundation Program Format

Studio courses are taught over five weekends (60 hours) with studio time available for individual work during the week. The Survey of Western Art, a 20-part course (8 credits), is divided into two 10-week sessions (4 credits each) as a self-paced learning package that may be viewed in a group or through individual study in the local College library. All courses are taught by ECCAD instructors.

Application Procedure

ECCAD college catalogues and application forms are available from ECCAD, Vancouver and Northwest Community College centres. Applications must be accompanied by a \$5 application fee and an official transcript of previous studies.*

* Late applications will be considered if space is available.

Regular Students

Outreach Foundation program is opened to people 18 years of age or older who have graduated from Grade 12 and who meet entry requirements of ECCAD. All must complete an application form and prepare a portfolio of original work for presentation at an admissions interview. Preference is given to students enrolling in the full two-year part-time Foundation program. Those who successfully complete the part-time Foundation program may transfer directly into second year at ECCAD, Vancouver.

*Both part-time and full-time students are welcome.
Please see local College Centre for details.*

Occasional Students

Individuals may enrol in one or more Outreach Foundation courses by following the same admission procedure. They will be admitted to the course of their choice if their background, work and motivation are equivalent to regular full-time student applicants. Up to 10 people may be accepted as occasional students in any of the studio courses offered in Terrace and Prince George during 1985/86. Students intending to enrol in Survey of Western Art (I or II) as occasional students are not required to present a portfolio at the admissions interview.

Admissions Interviews

All applicants are required to attend an admissions interview. The interview lasts 20 to 30 minutes. Applicants will be expected to present a body of their work, usually in the form of a portfolio, and answer questions about it. However, it is important to be aware that the presentation of a folio involves only a part of the interview. The personal interview deals with other aspects of the applicant's potential as a Foundation student and provides the opportunity for the student to discuss his or her work, previous experiences, future hopes and intentions.

The Portfolio

Many prospective students may have questions about the portfolio. They are encouraged to read the guide contained in the ECCAD college catalogue regarding the preparation of a body of work to be presented as a portfolio at the admission interview. Specific questions may be addressed to ECCAD Outreach, Vancouver.

Fees

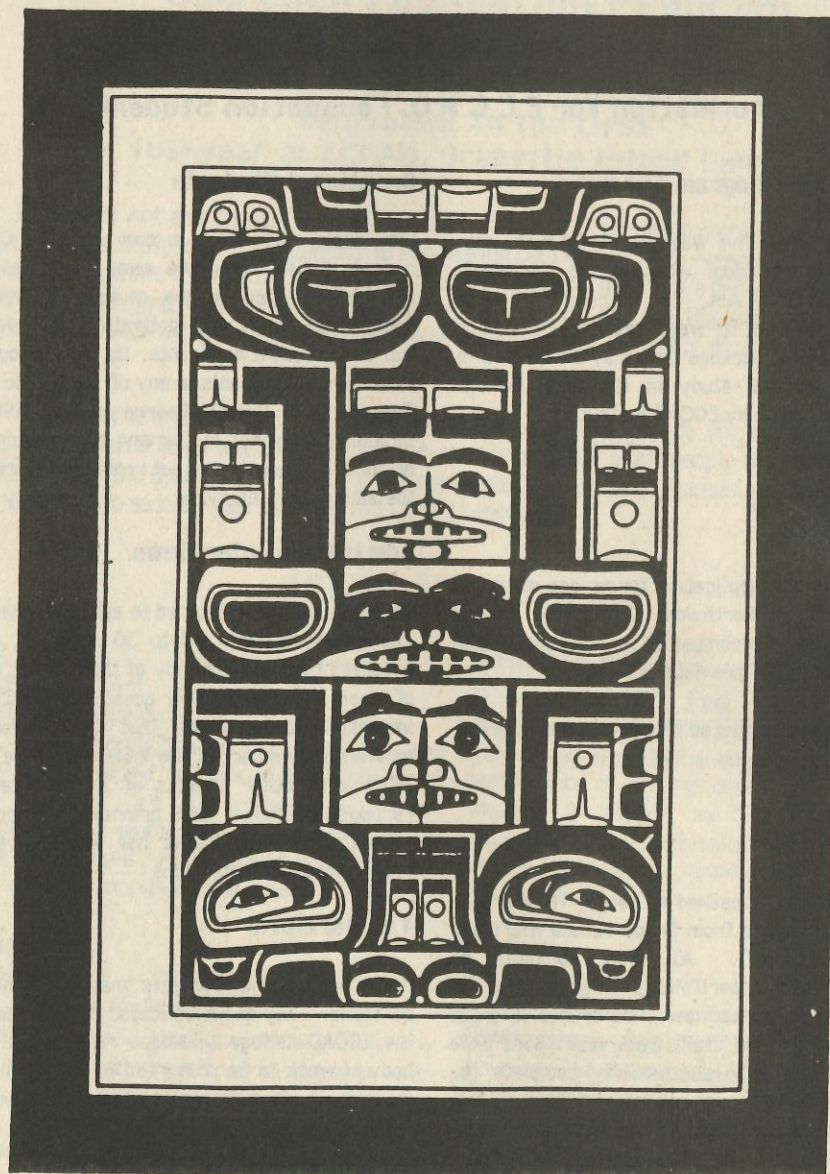
\$136 for each Studio Course

\$110 for Survey of Western Art I or II

Course manual is included in most course fees. In addition, students are expected to purchase the required textbooks and a kit of basic artist's supplies. Northwest Community College adds a modest registration fee to cover student association fees. The mid-year field trip is paid for by individual students.

Financial Aid

Financial aid is available to students taking 12 credits in one semester. These regular students are eligible for Canada Student Loans, but not for the B.C. Student Loan Program. Further information is available in the ECCAD Financial Aid Handbook, which is available from ECCAD, Vancouver, and Northwest Community College.



Emily Carr College of Art and Design Outreach Program 1985 Northwest Community College Region

Northwest Community College and Emily Carr College of Art and Design co-operatively present a series of top quality art workshops in different mediums for residents of the northwest. **ENROLLMENT IS LIMITED**, so please register early. Register at your local College Centre for any of the programs listed below. **Fee for each workshop is \$40.00, plus supplies. For additional information on any of these workshops, please contact your local College Centre.**

Color, Theory & Practice

Instructor: Ted Kingan
Dates: Oct. 19 & 20/85
Place: Queen Charlotte City

Using both theory and practice participants will examine the basics of color, tints, hues, and shades.

Pre-registration Deadline: October 11, 1985.

Ceramics: Handbuilding

Instructor: Denys James
Dates: Nov. 2 & 3/85
Place: Prince Rupert, B.C.

This workshop will provide participants with an opportunity to experience the entire clay process from conception, building, molding and firing.

Pre-registration Deadline: October 25, 1985.

Drawing & Painting (Multi Level)

Instructor: Gordon Payne
Dates: Oct. 26 & 27/85
Place: Smithers College Campus
(Rm. #2)

Explore a variety of drawing techniques, learn about the tactical aspects of drawing. Painting will be in two mediums ...acrylic and watercolor.

Pre-registration Deadline: October 18, 1985.

Drawing in Pen & Ink

Instructor: Brian Grison
Dates: Nov. 15 - 17/85
Place: Hazelton, B.C.

Discover the pleasure and challenging 'secrets of the masters' and contemporary world of pen and ink drawing. Students will have time for personal experimentation and critiques.

Pre-registration Deadline: Nov. 7, 1985.

Personal Image Making in Painting

Instructor: Gordon Smith
Dates: Nov. 2 & 3/85
Place: Kitimat, B.C.

Exploration of personal image making in painting. The artist/teacher will focus on the discovery of beauty in all forms.

Pre-registration Deadline: October 25, 1985.

**HAVE YOU
PRE-REGISTERED?**



SPECIAL INTEREST COURSES
 &
WORKSHOPS

Listed here are a variety of special interest, stand alone courses and workshops. For more information on any of the following courses please call 635-6511 (Locals 235 or 316).

Especially for Women

Women and the Law #9459

This workshop covers a range of legal topics of particular interest to women. Topics will include marriage, separation, divorce, property, discrimination, and pension. This workshop is made possible with the cooperation and resources of the People's Law School.

Date: October 16, 1985
Time: Wed., 7:30-9:30 p.m.
Place: Rm. 213, Administration Building
Fee: No Charge

Womenskills:

Community Based Economic Options #9460

This workshop is aimed at expanding economic opportunities for women. Topics will include small business opportunities, cottage industries, workers cooperatives and collectives.

Pre-registration required by Friday, Sept. 13/85 - 4:30 p.m.

Date: October 1, 1985
Time: Tues., 7:00-10:00 p.m.
Place: Rm. 208, Administration Building
Fee: \$15.00

Growing Years

This telecourse was created to teach how a child develops from conception to adolescence. Biology, society and culture all act upon the child. This course will be of interest to parents, teachers, social workers, and the general public.

Dates: Sept. 11 - Dec. 20/85
Time: Wed. & Fri. 2:00 p.m.
Fee: \$5.00 plus \$75.60 for textbooks
Place: Knowledge Network (Cable 12)

Flexible Reading

Do you want to learn how to read faster and more effectively?



Flexible Reading teaches a variety of reading skills, techniques and strategies to help a reader to approach the different kinds of reading materials faced in daily life. The

skills taught are aimed at everyday, real world reading material (informative, non-fiction), but they can be applied to narrative and fiction as well.

Dates: Oct. 18 - Dec. 13/85
Time: Fri. 5:30 p.m.
Fee: \$5.00 plus \$37.50 for textbooks
Place: Knowledge Network (Cable 12)

How The Budget Changes Affect Your R.R.S.P.

Instructor: T.B.A.

This course is designed to clarify the new Registered Retirement Savings rules. Topics will include: the new contribution limits, the investment vehicles that are most advantageous to have inside your R.R.S.P., what investments are allowed in your plan and what to do with your plan at the time of deregistration.

A comprehensive course giving the investor a complete understanding of the mechanics of a R.R.S.P.

Location: N.W.C.C., Terrace Campus Room:208.

Date: November 1, 1985
Time: 7:00 - 10:00 p.m.
Fee: \$20.00

Minimum enrollment 12, Maximum 25.

Investment Objectives and Strategies

Instructors: Pia Schindler
 Diana Costain

This course is designed to clarify different investment objectives and the steps involved in structuring a balanced stock portfolio. Topics covered will include the change in capital gains taxation, interest income versus dividend income and market strategies involving undervalued growth industries.

Location: N.W.C.C., Terrace Campus Room: 208.

Date: November 2, 1985
Time: 9:00 a.m. - 12:00 Noon
Fee: \$20.00

Minimum enrollment 12, Maximum 25.

NOTE: BOTH THE 'How the Budget Changes Affect Your R.R.S.P.' and 'Investment Objectives and Strategies' can be taken for a **FEE OF \$35.00.**

Just for You

Defensive Driving

The value of this 8-hour program is undisputed for both new and experienced drivers. Learn skills that will greatly reduce your chances of being in an accident.

Set I #9463
Instructor: T.B.A.
Date: Sept. 9 - 18, 1985
Time: Mon. & Wed. 7:30-9:30 p.m.
Place: Rm. 111, N.W.C.C. Shops Bldg.
Fee: \$25.00, (includes books)

Set II #9464
Instructor: T.B.A.
Date: Nov. 4 - 13, 1985
Time: Mon. & Wed. 7:30-9:30 p.m.
Place: Rm. 111, N.W.C.C. Shops Bldg.
Fee: \$25.00, (includes books)

DEFENSIVEDRIVING can be offered to businesses on a contract basis. For information call Gary Baker 635-6511 (Loc. 235).

Ground Flight School #8848

This course will prepare you for Glider and Private Pilot license. Course content to cover:

1. Air regulations, air navigation orders, air traffic rules and procedures, information circulars and notams.
2. Theory of flight.
3. Engines and air frames.
4. Air operating limitations
5. Meteorology.
6. Navigation.
7. Instruments

Certificate of completion of course will be issued.

Pre-registration required by Mon. Sept. 16/85

Instructor: Dave Cook,
 Northern Flight Training
Date: Sept. 23 - Nov. 20, 1985
Time: Mon. & Wed. 7:00-9:00 p.m.
Place: T.B.A.
Fee: \$75.00, plus materials required for Private Pilot's Licence. (min. \$50.00).

Needlecraft

This telecourse teaches the eight most popular, practical skills: Knitting, crocheting, needlepoint, embroidery, smocking, quilting, sewing and rug making. This course is suitable as an introduction or to refresh forgotten skills.



Dates: Sept. 9 - Nov. 14/85
Time: Mon. & Thurs. 2:00 p.m.
Fee: \$5.00 plus \$31.45 for textbooks
Place: Knowledge Network (Cable 12)

Orientation to Foster Parenting #8837

This four session program is for both active foster parents and individuals planning to become foster parents. The program will explore the challenge of foster parenting; who are foster parents; the team approach to foster care; the grief, loss and separation of the foster child.

Instructors: Jacquie Strachen,
 Julie Beilman
Date: Sept. 17 - Oct. 8, 1985
Time: Tues. 7:00-8:30 p.m.
Place: N.W.C.C., L.R.C. Seminar Room
Fee: No Charge.

Project Universe

This telecourse teaches a basic overview of what is currently known in the intriguing science of astronomy. Through the window of television, you will not only explore the origin and characteristics of the solar system, but will also meet some of the most noted research scientists in the field and see some of the most fascinating photos taken in deep space.



Dates: Sept. 10 - Dec. 19/85
Time: Tues. & Thurs. 9:30 a.m.
Fee: \$5.00 plus \$37.10 for textbooks
Place: Knowledge Network (Cable 12)

Quit Smoking #9453

'Kick the Habit' Films, slides, discussion, group support and help are used in this 5-day course to teach you how to control your desire to smoke.

Instructor: Dr. Dean Burtch
Date: September 23 - 27, 1985
Time: Mon. through Fri.-7:00-9:00 p.m.
Place: Park Dental Clinic
Fee: \$10.00

Resolve Stress *9452

Based on the '8 Days to Resolving Stress' plan, this course teaches successful coping and resolving techniques while spanning a range of timely topics.

Certain types of stress are a natural and essential part of life. Unresolved distress, however, can be very destructive. RESOLVING STRESS draws a clear distinction between the different types of stress, and gives precise and workable answers for resolving these forms of stress which slowly destroy. The primary emphasis is on conquering rather than just coping; lasting solutions are the ultimate goal.

The eight sessions include:

- * STRESS: It Comes Only to the Living
- * Will Life Ever Return to Normal?
- * Hearing What People are Really Saying
- * Is Your Job Killing or Fulfilling?
- * When Life Hands You Lemons
- * Beyond Band-Aids and Coping
- * How to Change Enemies into Friends
- * Life After Stress

Kit materials provided

Instructor: Dr. Dean Burtch
Date: October 1 - 24, 1985
Time: Tues. & Thurs. - 7:00-9:00 p.m.
Place: Park Dental Clinic
Fee: \$15.00



Sewing For Everyone *9455

Learn the basics, or get assistance with more advanced projects. Topics that can be covered include mending, fitting, pattern making, and alterations. Participants are encouraged to bring one or more projects.

Instructor: Carol Clark
Date: Sept. 18 - Nov. 20, 1985
Time: Tues. & Thurs. - 7:00-9:30 p.m.
Place: Home Economics Room *114
Caledonia High School
Fee: \$40.00

Sewing Machine Maintenance *9456

An evening workshop designed to show the basic and simple at-home maintenance that you can give your machine. Avoid the high cost of unnecessary repair by learning preventive sewing machine maintenance. Supply list will be sent to all registered students. If possible, bring your portable sewing machine to class.

Instructor: Carol Glenn
Judy Condie
Date: October 1, 1985
Time: Tuesday 7:00 - 10:30 p.m.
Place: Rm. 203, Admin. Bldg. N.W.C.C.
Fee: \$7.00

Sewing Power

The telecourse teaches wardrobe management. Through the design and construction of a complete wardrobe you will learn the skills in fabrication and fitting. The core wardrobe of five basic garments is suitable to a variety of fabrics, figures and lifestyles.

Dates: Sept. 11 - Nov. 15/85
Time: Wed. & Fri. 3:00 a.m.
Fee: \$5.00 plus \$49.10 for textbooks
Place: Knowledge Network (Cable 12)

Swedish Massage *9454

Learn the tension reducing art of Swedish Massage. This is a practical workshop where you learn the various massage techniques. Participants need to bring a mat, 2 sheets, baby oil and suitable clothing to wear during massage sessions.

Pre-registration required by Oct. 9/85
Instructor: Vicki Govan
Date: Oct. 16, & 17, 1985
Time: Wed. & Thurs. - 7:00-9:30 p.m.
Place: T.B.A.
Fee: \$25.00/person, plus \$10/partner

Trappers Education Course *9159

This practical course meets the increasing requirements of the Federal Government. The key emphasis of this program is the application of knowledge and skills learned. N.W.C.C. will again offer this class in the Fall Term (Nov.) to a maximum of 20 participants. Call us at 635-6511, Local 203 to register your interest. You will be notified by mail/phone on the specific dates, times and location. The course is normally run over a weekend, starting on a Fri. evening and all day Sat. and Sun.

Fee: \$75.00 (subject to change)

Wills and Estates *9457

Wills are important! Learn how a will is made, information contained in a will, how a will is revoked or changed, restrictions, and what happens if there is no will. Also gain an understanding of the responsibilities of the executor and lawyer in probating an estate. This workshop is made possible with the cooperation and resources from the People's Law School.

Date: September 18, 1985
Time: Wed., 7:30-9:30 p.m.
Place: Rm. 213, N.W.C.C. Admin. Building
Fee: No Charge

Winterize Your Garden - Part I *9451

Learn the do's of winter LAWN and FLOWER care. Proper winterizing protects your lawn and flower beds from the ravages of winter and insures a healthy lawn and beautiful flowers.

Instructor: Jack Atkinson
Date: Oct. 1, 1985
Time: Tues. - 7:00 - 10:00 p.m.
Place: Rm. 1, Caledonia High School
Fee: \$5.00

Winterize Your Garden - Part II *8849

Learn how to protect your SHRUBS and FRUIT TREES from winter storms and prepare them for next year's growth.

Instructor: Jack Atkinson
Date: Oct. 3, 1985
Time: Thurs. 7:00 - 10:00 p.m.
Place: Rm. 1, Caledonia High School
Fee: \$5.00

Woodworking *8847

This is your opportunity to work in a fully equipped carpentry shop. Whether you're a beginner or expert, bring your project (or ideas) and our instructor will provide you with practical hints and hands on instruction.

Note: Participants must supply their own wood.
Instructor: Bill VanDooren
Date: Sept. 17 - Nov. 19, 1985
Time: Tues. 7:00 - 10:00 p.m.
Place: N.W.C.C., Carpentry Shop
Fee: \$55.00

Hunter Training - Core

Hunter Training Courses are offered in the Terrace area by the Terrace Rod & Gun Club. For general information on this program and dates for future courses, please call Bob Garrett 635-7458 or Gil Payne 635-3955

The Following programs are still in the Planning stage. If you are interested in any of these courses, please call 635-6511, Local 203 and your name will be placed on a waitlist.

Public Speaking *9465

This 18 hour course will teach you to be more comfortable while speaking in front of others. You will receive practice in impromptu presentations, introductions, and short informal and formal presentations. This course is ideal for those who work in the public service industry.

Dates: T.B.A.

Street Proofing Your Child *9466

This two part workshop, one session for parents and one session for children is planned in cooperation with the Terrace R.C.M.P. This program focuses on sexual abuse and its symptoms, helping agencies, how to talk to children about sexual abuse, and proven techniques children can use to minimize risk.

Dates: T.B.A.

Weekend Workshop

Photo-Journalism *9461

No matter what your skill level, this workshop will help you improve your photographic techniques. This workshop will concentrate on practical photo-journalism techniques. The object of the workshop is to help the participant use their camera quickly and confidently in a variety of everyday situations indoors, and outdoors, with a variety of subjects. Gary Otte, the workshop leader is a professional photographer specializing in photo-journalism and architectural photography. He is currently working on projects in Canada, Europe, Africa and the Middle East.

Pre-registration required by Friday, September 20/85.

Date: Sat. Sept. 28/85 9:00 a.m.-Noon
Sun. Sept. 29/85 9:00 a.m.-Noon
and 1:00 - 3:00 p.m.

Place: Rm. 213, N.W.C.C. Admin. Bldg.
Fee: \$50.00

Note: Participants should bring their cameras and a supply of both colour and B/W film.

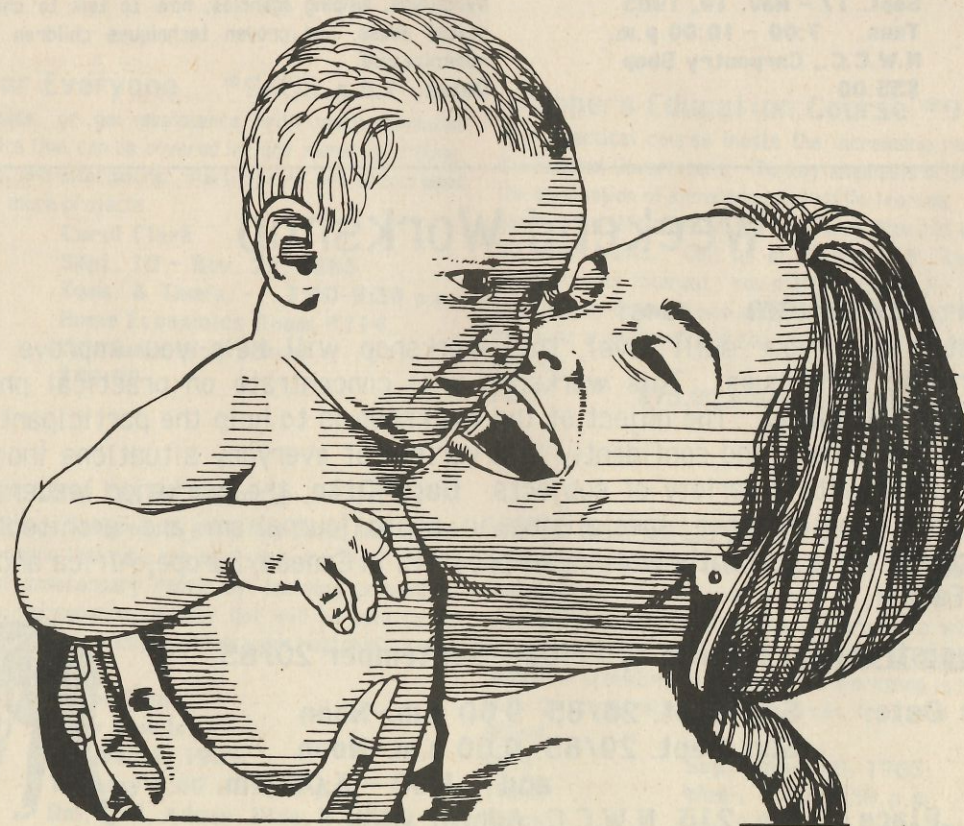


Province of British Columbia, Ministry of Health
Skeena Health Unit

The Skeena Health Unit offers a series of prenatal classes that are appropriate during early and late pregnancy. The first program focuses on physical and emotional changes during pregnancy, nutrition, and lifestyle factors which may affect your pregnancy. The second program focuses on labour and delivery. Classes include instruction on breathing and relaxation. There is also a hospital tour.

There is also a refresher course on labour and delivery for individuals wishing to review their breathing and relaxation skills. Individuals with special problems can arrange individual instruction.

For general information and dates of courses, please contact the SKEENA HEALTH UNIT 638-3310.



Computer Courses

Introduction to Personal Computing

Take a TRS-80 Colour Computer home with you for six weeks and learn computer programming in BASIC. The complete package includes:

- Print package of course materials
- Radio Shack Colour Computer

This course provides 'hands-on' introduction to computer programming. The Colour Computer connects to your home television. You will need a portable cassette tape recorder to save your programs.

Dates: We are taking names for our wait list, some computers are available now.

Completion Date: Computers are loaned out for precisely six weeks.

Fee: \$40.00 including course materials, plus \$50.00 refundable deposit on the computer.

The New Literacy

This telecourse reflects the trend towards a more practical approach in introductory computer courses. It is an up-to-date survey of electronic data processing, computer hardware and software systems, and discusses developments that will provide the basis for further advancements in information processing.

Dates: Sept. 9 - Dec. 2/85

Time: Mon. - 11:30 a.m. - 12:30 p.m.

REPEATS: Sept. 14 - Dec. 7/85

Sat. 12:30 - 1:30 p.m.

Fee: \$5.00 plus \$48.40 for textbook

Place: Knowledge Network (Cable 12)

NOTE: This course is also being offered for credit with tutorial help in the Business Administration Program. See page 10.

Introduction to Computers

An introductory, hands-on course offered by the Business Education Department. See page 10 for details.

Computer Science 111

An academic credit course in computer science. See page 20 for details.

Computer Science 121

A rigorous introduction to programming for those who are considering further study in computer science. See page 20 for details.

Bits and Bytes

This telecourse introduces micro computers to the computer novice. Actor-comedian Billy Van, represents the average viewer of a telecourse, interested in computers, but at the same time rather frightened of them.

Under the guidance of Luba Goy, Billy learns how to load and store programs, play games and use computer graphics and music on a variety of the micro computers available on the market today.

Dates: Sept. 9 - Nov. 25/85

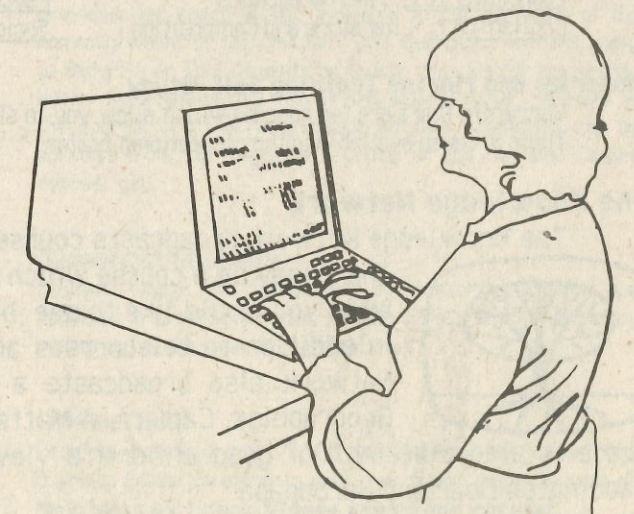
Time: Mon. - 5:30 p.m.

REPEATS: Sept. 10 - Nov. 26/85

Tues. - at Noon

Fee: \$5.00 plus \$6.00 for Viewer's Guide

Place: Knowledge Network (Cable 12)



Learn at Home

Northwest Community College offers many courses in a variety of distance education formats. Distance Education is the term used to describe those alternative methods of learning such as home study, correspondence, telecourses, and teleconferencing over television or telephone. During the fall learning season, from September to December, the College will be offering the courses listed below.

The following courses are scheduled: See the appropriate section of this brochure for details

Special Interest - Telecourses on the Knowledge Network in a variety of subjects for general interest and enjoyment.

<u>Bits and Bytes</u> computer literacy	<u>Growing Years</u>
<u>Energy Efficient Housing</u>	<u>Needlecraft</u>
<u>Project Universe</u>	<u>Sewing Power</u>
<u>Flexible Reading</u>	

Computer Courses

Bits and Bytes - a computer telecourse for the novice
Introduction to Personal Computing - a home study course in elementary computer programming (in BASIC) which allows you to take a TRS-80 Colour Computer home for 6 weeks.

Vocational Trades Courses

Automotive Mechanics Trades Qualifications
Heavy Duty Mechanics Trades Qualifications
 Both courses prepare the person who has the experience to prepare for the Ministry of Labour examinations to become a qualified journeyman.

Business Education Courses

The New Literacy - an introductory course in computers for credit as BCPT 150 or for general interest.
The Business of Management - a credit course in the Business Administration Diploma program.

University Credit Courses

Economics 202: Macroeconomics Psychology 101: Introductory Psychology I
English 101: Literature and Composition I Sociology 101: Introductory Sociology I

Fisheries and Marine Training Self-Study

Currently there are ten courses which allow you to study at home for the Department of Transport examinations. These are also available to the recreational boater.

The Knowledge Network

The Knowledge Network broadcasts courses on behalf of B.C.'s educational institutions.



There may be a course which meets your needs, if not, please let us know what you would like to see broadcast.

In addition to telecourses and live, interactive broadcasts, the Knowledge Network also broadcasts a host of interesting teleseries like National Geographics, Camera, A Matter of Taste, Motorweek and Portraits of Power.

There is also a breadth of good children's viewing in The Little Prince, Tom Grattin's War, Paddington Bear and Barbapapa.

The Knowledge Network is seen on Cable throughout the College region. If you do not receive cable television, you may arrange to view the programs at the local College Centre.

REGISTRATION INFORMATION

OFFICE: 5331 McCONNELL AVENUE (Administration Building)
 TELEPHONE: 635-6511

Registrations will be accepted at Northwest Community College for ALL courses listed in this Brochure on a first come basis.

The registration office is open MONDAY through FRIDAY*, August 19th - August 30th, 1985 - 8:00 a.m. - 4:00 p.m. and from September 3rd - September 27th, 1985 - 8:00 a.m. - 7:00 p.m.

*NOTE: (ALL Friday hours are 8:00 a.m. - 4:00 p.m.)

Sorry, we accept no Telephone Registrations

Interested students need to pre-register by pre-paying at the College. Lack of minimum enrollment one week before a course is scheduled to start can result in cancellation of the course. **It is very important that you PRE-REGISTER with us to guarantee a seat in the course.**

Payment for courses, textbooks or other materials may be made by cash, cheque, VISA OR MASTERCARD.

Tuition Fees

The following is a general overview of the fees and charges for Northwest Community College courses, effective September 1, 1985 (Business & Industry, Health and other contract courses will have other fees than the following and will be advertised individually).

Tuition:	
ACADEMIC - All courses	\$21 per credit hour per semester. MAXIMUM
(University Transfer Early Childhood Education Human Service Worker)	\$315 per semester
VOCATIONAL -- Full-Time	\$62.00 per month, payable on semester basis in advance.
ABE-- Full-Time	\$62.00 per month
VOCATIONAL UPGRADE-- Full-Time	\$ 6.30/day \$26.25/week \$78.75/month
PART-TIME FEES	Inquire at College

Other Fees:
 Student Association Fee \$ 1.00/month
 Transcript: \$1.00 for first and \$.50 for each additional ordered at same time.

Deposits: (Refundable)

Residence Deposit	\$50.00
Vocational Book & Tool Deposit	\$50.00
Adult Basic Education & Business Careers Program	
Book Deposit	\$25.00

Tuition Reduction: (For Seniors & Disabled)

Senior Citizens (age 65 or over) and registered disabled persons are eligible for tuition-free enrolment in most Northwest Community College courses on a stand-by basis, provided that space is still available within 24 hours of the commencement of the course. This exemption will not apply to Security or Tool Deposits or to any charges for materials, books and supplies that are levied against other students in the course. Further information on this exemption can be obtained from the Registrar's Office or the Regional Centre nearest you.

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.

Income Tax:

Receipts totalling over \$100 are income tax deductible. Distance Education students only may deduct both the cost of their books and tuition. **Please keep your receipt.**

Holidays:

Classes are not normally held on Statutory Holidays.

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Late Registration and Refund Policy

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General Conditions:

1. Full refunds will be made only if a course is cancelled by the College or if a student withdraws from a course for medical or bereavement reasons prior to the course start date.
2. Refunds requested prior to the course start date will be assessed an administration charge of \$10.
3. There will be no refunds for courses with tuition fees of \$10 or less except for those conditions in General Statement #1.

Part-time Courses

(Including all Part-time RES Courses and all Part-time Vocational Courses)

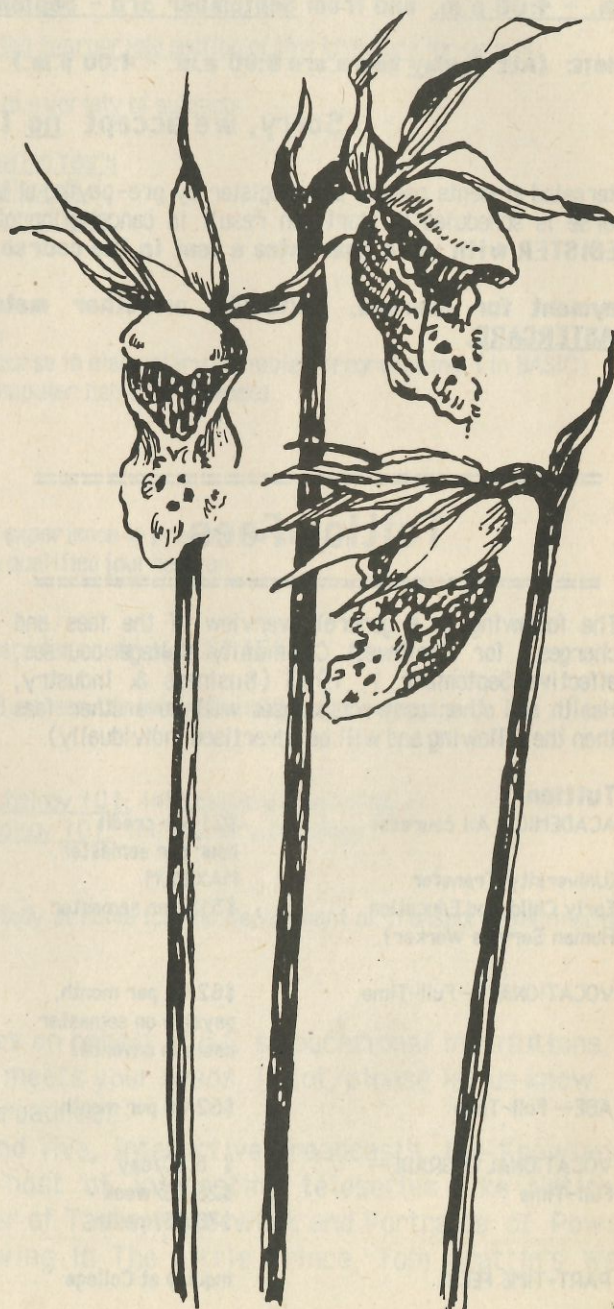
1. Withdrawals before the second class of a course -- 100% of tuition, less a \$10 administration charge.
2. Withdrawal after the second class of a course -- **NO REFUND.**
3. Special registration and refund policies apply to courses labelled as 'Designated Courses'. **NO REFUNDS** will be made after the pre-registration date **unless** the space can be sold to another student, in which case the withdrawing student will be refunded 100% of the tuition fee less a \$10 administration charge.

Academic (Part-and Full-time)

1. A \$10 'late registration' charge will be assessed to any student registering after the second class or after the second week in standard semester courses.
2. Withdrawal after second class - 80% of tuition fee less a \$10 administration charge.
3. Withdrawal after third or fourth class -- 50% of tuition fee less a \$10 administration fee.
4. Withdrawal after fifth class - **NO REFUND.**

Vocational (Full-time)

1. A \$10 'late registration' charge will be assessed to any student registering after the first day of classes in a full-time vocational program.
2. Vocational full-time fees are assessed on a calendar month basis, prorated as necessary in the first and last months.
3. Refunds on withdrawal before completion will be 100% of unused tuition (part months prorated as above, less a \$10 administration charge. (There will be no administration charge on refunds for students who have completed their program earlier than anticipated when fee payment was made.)



FINANCIAL AID

Does the **COST** of **EDUCATION** put a **STOP** to your plans?

↙↙ There is Help ↘↘

Financial aid for education takes many forms. There are loans, scholarships and bursaries. You may borrow money, interest free, through the **Canada Student Loan** or **B.C. Loan** programs. The **College provides over \$12,000 each year in non-repayable bursaries.** The **College has a new Entrance Scholarship program** which may pay your full tuition.

Contact **Bev Kealty, Financial Aid Officer.**

Do not hesitate to apply. You won't receive help unless you do!!!

Don't let the cost of education stand in the way of your future.

The College Endowment Fund

Northwest Community College is currently conducting a fund-raising drive to establish the College Endowment Fund. This fund will generate funds for student financial aid in perpetuity.

The Vancouver Foundation, which over the past three years has contributed \$25,500 to our financial aid funds, has pledged to match \$25,000 which can be raised by the College in 1985 and 1986. The College Endowment Fund will then generate interest income to provide a continuing source of financial aid.

Corporations, businesses, service clubs, unions and individuals may contribute tax-deductible donations to the fund by contacting the College. Your contribution will remain in the fund permanently and continue to provide student aid money. **For information, call Brian Lopton 635-6511 or toll free 112-800-772-1120 (Local 202)**

LIFE IS FOR LEARNING — LEARNING IS FOR LIFE

Counselling Services *Francis Sabino - Counsellor*

Do you have questions about:

- making a career decision?
- matching courses and programs to your career choice?
- university degree requirements?
- financial aid?
- College rules and regulations?

The counsellor is here to help. Phone or drop in for an appointment. Students can come in for personal counselling or receive help in dealing with such student concerns as financial aid, study skills, exam preparation, or anything which may affect student life at the College.

The Counselling Centre has an up-to-date selection of College and University calendars from across Canada. There is also a wealth of information on all types of careers.

Counselling can help when you are faced with decisions that affect your life as a student. Talk to your Counsellor. You'll be glad you did.

Students with Disabilities

As part of its 'open door' policy, the College endeavours to make all of its programs available to persons who may have physical disabilities. Prospective students who are disabled are urged to contact the Counselling Office of the College prior to enrolment.

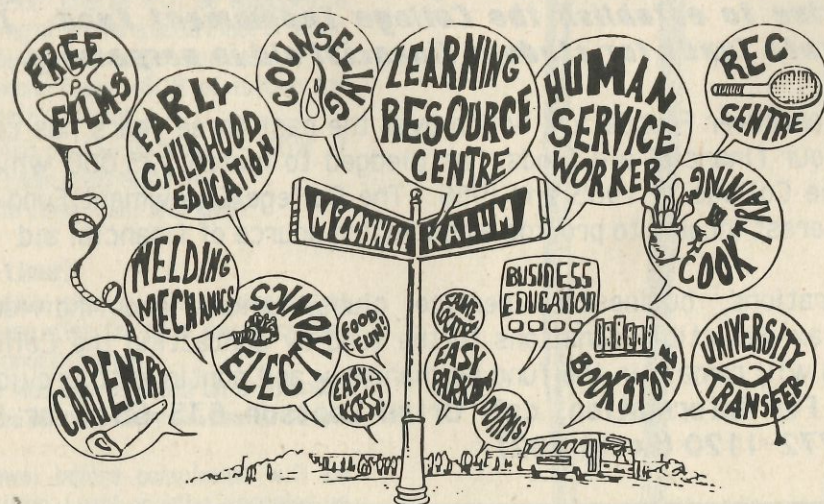
The various services, which assist them to participate in the mainstream of programs and activities, include counselling, development of compensatory strategies or accommodations, arranging to obtain special equipment, readers, recorded or braille material, notetakers, interpreters for the deaf, campus orientations, and special parking permits.

Bookstore

The Bookstore is located on the ground floor of the Cafeteria building adjacent to the student Residence Offices, the student lounge and the dormitories. The Bookstore sells textbooks and course materials for various College courses and programs, general interest books and magazines, stationery and school supplies, and some novelty items. The Bookstore operates as a mail drop-off point and stamps are available. The College Bookstore will assist companies in acquiring texts for apprentices and in-house training programs.

Open - Monday - Friday 10:00 a.m. - 1:00 p.m.
2:30 p.m. - 3:30 p.m.

LEARNING RESOURCE CENTRE



Located on the Lower Floor of the Administration Building

Service Hours:

MONDAY - THURSDAY 8:00 a.m. - 10:00 p.m.
FRIDAY 8:00 a.m. - 5:00 p.m.
SUNDAY 1:00 p.m. - 5:00 p.m.

THE PUBLIC IS WELCOME

This is Northwest Community College

1984-85 Board Members

Appointed by the Lieutenant-Governor in Council

Ernie Hill, Sr. Prince Rupert	Judy Jephson Terrace	Armand Robitaille Kitimat	Marjorie Spisak Nass Camp
W. Hutchison Terrace	Joanne Monaghan Kitimat	William J. Smith Prince Rupert	Dirk Zutter Smithers

Statement of Philosophy

General Responsibility

Northwest Community College assumes general responsibility for all the valid educational and training services in the College region that are beyond the responsibility of the School Districts that participate in the College operation.

Decentralization

Northwest Community College is committed, wherever it is financially and physically feasible, to decentralize educational and training services so that the opportunities are equitably shared by residents of the region. The College believes that access to these services can be facilitated where appropriate by utilization of modern technological developments in education.

Provincial Responsibility

Northwest Community College's primary concern is with serving the needs of residents in its region. However, the College recognizes that, as part of the provincial educational system, it has a responsibility wherever possible to serve special needs of residents outside the College region.

Assessment of Needs

Northwest Community College recognizes its mandate to provide for educational and training needs of all people in the College region by striving to facilitate access to the appropriate educational and training programs and services. To this end, the College actively seeks input from all segments of the community; it is especially responsive to recommendations made by advisory committees established by the College.

Relationships with other Organizations

When deemed appropriate, Northwest Community College co-operates with other educational and training organizations, both within and outside the region, in order that the best services possible might be provided.

Presentation of Services

Northwest Community College strives for excellence in all the services it provides. It is committed to development of delivery systems that provide educational and training services for the people where they live and work. When considering the delivery systems to be used, the College is concerned not only with cost effectiveness but also with the quality of instruction, particularly as quality is related to student-instructor contact.

Citizenship

Northwest Community College recognizes its responsibility to aid in the development of citizens who can participate fully and effectively in society in general and in their individual communities.

Governance of College

The governance and operation of Northwest Community College reflects the legitimate concerns of all elements within the College and in all the communities it serves.

Accountability

Northwest Community College recognizes that it is a public institution utilizing public money for its operation, and that therefore it must be accountable to the public in everything it does. To this end, the operations of the College are open to public scrutiny. The College recognizes its responsibility to ensure that proper evaluation takes place in everything it does and that self-renewal is an ongoing obligation.

FOR INFORMATION ON

**Terrace
PARKS AND RECREATION
Programs**

Please call the Parks & Recreation Office at

638-1174

or refer to the

Parks & Recreation Fall Flyer

which will be delivered to your home
in the near future.