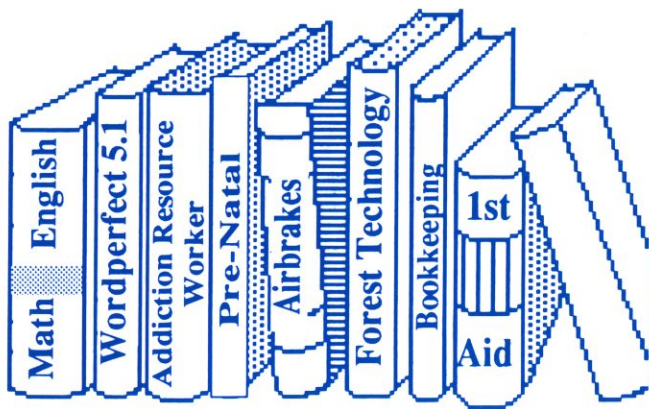


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**NWCC**  
NORTHWEST COMMUNITY COLLEGE

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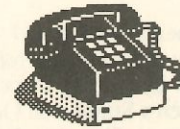
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Phone:  
842-5291



# REGISTRATION IS EASY . . .

## Phone-In



By Phone: Phone in your registration and mail in your cheque. Registrations will not be confirmed until payment is received. If you are being sponsored, fax us a sponsorship letter. Phone number: 842-5291  
Fax number: 842-5813

## Walk-In



In Person: Visit our office. Bring the registration form, located on page 15 of this brochure, along with a cheque, cash or your VISA card to Northwest Community College, Omenica Street, Old Hazelton, next door to the Sunrise Cafe. The Northwest Community College is open for walk-in registrations from 8:30 a.m. until 4:30 p.m., Monday through Friday.

## Mail-In



By Mail: Send the registration form, located on page 15 of this brochure, along with either a cheque or money order payable to N.W.C.C.. Mail to: Northwest Community College, P.O. Box 338, Hazelton, B.C., V0J 1Y0.



# COURSES AT A GLANCE

## COLLEGE CREDIT / CERTIFICATE

**Addiction Resource Worker**  
18-month certificate program of training for para-professional work in the addictions field. Page 4

**Adult Basic Education**  
Mature students study at their own pace to upgrade their skills and knowledge for further career goals. Page 4

**Diploma in Adult Education**  
Advanced qualification, transfer credit to University of Alberta B.Ed. in Adult Ed. Page 6

**Early Childhood Education**  
Certificate program to prepare for work with young children. Teleconferencing. ECE 102: Curriculum Development I Sept. 14 - Dec. 14 Page 5

**Forest Technology**  
27-month Diploma program in technical forest management with focus on integrated resource planning. Uses cooperative education model of work and study. Page 5

**Open Learning Agency**  
From university credit courses to programs of current interests on T.V. Page 5

**Provincial Instructor Diploma Program**  
30 hours of courses which can all be completed in the Northwest. Page 6

## VOCATIONAL

**Airbrakes**  
Training in operation and maintenance of airbrake systems. Leads to licence endorsement. Sept. 20 - 25. Page 6

**Chainsaw Operation, Maintenance & Safety**  
Learn the safe operation techniques & how to take care of your chainsaw to keep it running safely. Oct. 26 - 30. Page 6

**Driver Training**  
Class 1, 3, 4 & 5 lessons offered on an individual basis. Page 7

## HEALTH / FIRST AID / SAFETY PROGRAMS

**Red Cross First Aid / C.P.R. Courses**  
Wide range of certificate courses offered. Page 7

**Firearms Safety**  
A training program to comply with a new requirement concerning the Firearms Acquisition Certificate will be offered soon. Page 7

**Industrial First Aid**  
W.C.B. certificate course to become a first aid attendant in industry. Oct. 16 - Nov. 20. Page 7

**Preparing for Birth**  
Helping you have a healthy pregnancy and a healthy baby. Course #1: Sept. 8 - Oct. 6. Course #2: Sept. 18 & Nov. 10 - Dec. 8. Page 8

**Survival First Aid**  
Basic aid techniques including CPR. W.C.B. certificate. Page 8

**Women's Issues**  
Two workshops offered by Simon Fraser University Dept. of Women's Studies on Oct. 14.  
• Women, Community & Health  
• Women & Anger Page 8

## BUSINESS PROGRAMS

**Accounting 101**  
Bookkeeping fundamentals. 2 College credits. Page 9

**Foodsafe**  
Training in safe food handling practices. Certificate issued. Page 9

**Telephone Techniques**  
Polished, professional telephone skills - an asset for any job. Sept. 27 Page 9

**SuperHost**  
Learn to give effective and pleasant service to customers and clients. Apr. 5 & 7; May 8. Page 9

## COMPUTER PROGRAMS

**Computer Graphics**  
Art & design by computer. Oct. 5 - Dec. 7. Page 10

**Introduction to Computers**  
Basic information for IBM -type computers with a look at a few programs. Sept. 27 - Oct. 7. Page 10

**Keyboarding**  
Learn to type or refresh your typing skills with a self-paced computer program. Convenient drop-in basis. Sept. 15 - Dec. 3 Page 10

**Lotus 1-2-3: Level I**  
Spreadsheet program on IBM type computers. Oct. 5 - Nov. 9 Page 10

**MacIntosh Basics**  
Introductory course on MacIntosh Apple computers & the MS Works program. Nov. 3 - 24. Page 10

**WordPerfect 5.1: Level I**  
Learn the basics of wordprocessing. Oct. 14 - Nov. 18. Page 10

## LEARNING OPPORTUNITIES

**After School Program** Page 11

**Babysitter Training**  
Red Cross course teaches child care skills with emphasis on child safety. Oct. 6 - 14. Page 11

**Drawing / Painting For Young People**  
Young people 9 - 13 years old will have a fun, expressive day with an Emily Carr College of Art & Design instructor. Oct. 24. Page 11

**G.E.D. Preparation**  
Work towards General Education Development tests for your high school equivalency. Open schedule. Page 11

**Home Haircutting**  
Basic techniques for cutting & trimming hair at home. Oct. 18 - Nov. 8 Page 11

**Homemade Stuffed Toys**  
Make unique, personal gifts that are baby-safe & child proof. Nov. 15 - 29. Page 11

**Music - A Different Beat**  
Toronto-based Elana Viddick will offer non-traditional approaches to music.  
• Introduction Session, Sept. 24  
• Inner Guitar, Sept. 25  
• Sound Healing Circle, Sept. 26 Page 12

**'Reading' the 6 O'clock News**  
Learn how to analyse critically television network news. Oct. 18 - Nov. 15 Page 12

**Writing Your Will**  
The basic aspects of writing & legalizing a Will, as well as a discussion of the consequences of not having a Will. Oct. 20 Page 12

## ITEMS OF INTEREST

**Adult Literacy** Page 13

**Choices**  
Use a computer program to learn about your job possibilities. Page 13

**French Play School** Page 13

**Kitanmax Art School** Page 13

**Gift Certificate** Page 13

**General Information** Page 14

**Hazelton Staff** Page 14

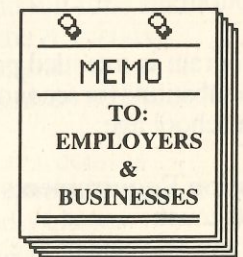
**Thanks** Page 14

**Would you like to teach?** Page 15

**What would you like to learn?** Page 15

**Mail-In Registration form** Page 15

**Do you have a place for rent?** Page 16



Page 16



## COLLEGE CREDIT / CERTIFICATE

### ADDICTION RESOURCE WORKER

The Addiction Resource Worker program has completed the College Review Process and as a result, there will be some changes in the program. The unique holistic approach of this community-based program is still the focus. The major change is the lengthening of the program to eighteen months and the restructuring to a cooperative education model. The program is modeled after the Co-operative program which formally integrates practical and academic learning with personal experience. The first academic term will be six months followed by a two month work placement; another academic term, a winter work placement and a final spring academic term. Application packages are available at the Northwest Community College in Hazelton. For more information contact the Student Advisor. The program begins January 1994 and runs through to June 1995.

### ADULT BASIC EDUCATION

The Adult Basic Education Program prepares students for admission to career and vocational programs or post secondary studies and/or for employment which requires secondary school education. The program includes courses comparable to secondary school. Students can (space permitting) start at any time between September and June, and work days Monday through Friday and one evening a week (Wed.).

When a student starts the program, an instructor will find out what the student already knows and what he or she wants to do, and then will design a personalized program to help the student achieve his/her goal. Students will study at their own pace, with direction and assistance from the instructor. See the N.W.C.C. calendar for a complete program description.

The program is intended primarily for adults and not as a substitute for secondary school for students of high school age.

**Admission Requirements** - Prospective students must:

1. be over 18 years of age, or
2. have already earned grade 12 standing, or
3. be 17 years of age and out of school for at least one year. (The number of spaces available to students under 18 may be limited).

### Financial Aid And Sponsorship

There is financial assistance available for A.B.E. students who qualify. Contact the Student Advisor for information. Sponsorship from government agencies and native bands may be available. Students must contact the agencies directly. It is recommended that you apply early.

INSTRUCTOR: Pat Hayes

CONTINUOUS INTAKE

September 7, 1993 to June 30, 1994

Monday - Friday 8:30 a.m. - 4:00 p.m.

Wednesday 6:30 p.m. - 9:30 p.m.

College Centre

\$26.75 per week full-time

\$13.50 per week part-time

(fewer than 15 hours per week)

DEPOSIT: \$50.00 book deposit

The fee will be assessed from the week in which the student starts until the week that the student stops. Partial weeks are not pro-rated. Students pay by the semester from the week that they start through to the end of the semester.

### GENERAL EDUCATIONAL

#### DEVELOPMENT TESTS (G.E.D.)

G.E.D. tests are administered by the College for the Ministry of Education. The five tests are designed to measure your level of achievement in Writing Skills (including a written essay), Social Studies, Science, Mathematics, Literature and the Arts. A grade 12 secondary school equivalency certificate is awarded by the Ministry to candidates who pass all five tests. The Department of Education does not guarantee that a G.E.D. certificate will be accepted by every employer or every post secondary institution. To write the tests, you must be at least 19 years of age, out of high school for at least one academic year, and a B.C. resident. Your application must be sent to the Ministry at least 3 weeks BEFORE the scheduled test date. Application forms and G.E.D. textbooks are available at the College.

#### EXAMINATION DATES FOR HAZELTON:

DEADLINE FOR APPLICATION	TESTING DATE
Sept. 10	October 8 / 9
Feb. 11	March 11 / 12
May 13	June 10 / 11

### EARLY CHILDHOOD EDUCATION (TELECONFERENCING)

#### ECE 102: Curriculum Development I

This course provides the student with an overview of child-centred learning environments with practical opportunities to explore developmentally appropriate curriculum ideas and activities. The student will examine the preschool year, and learn to plan regionally appropriate, creative activities that enrich and extend young children's play. The curriculum focus will be on planning art and language arts activities for young children.

Contact the ECE Co-ordinator at 635-6511, if you have any questions about prerequisites.

INSTRUCTOR: Rosemarie Goodwin

College Centre

Sept. 14 - Dec. 14

Tuesdays; 7 p.m. - 9 p.m.

\$106.80



### FOREST TECHNOLOGY

The Forest Technology Co-operative Program at Northwest Community College is unique not only in British Columbia, but also in Canada. The program features integrated resource management planning, site-specific silvicultural prescriptions, an ecological perspective, inter-personal communication, technical skills and native resource management philosophy. Students entering the Forest Technology Program should be prepared to participate in rigorous field exercises in all types of terrain and weather conditions.

The program uses the Cooperative Education model which integrates the student's academic study with work experience. As the work placement builds practical, technical and academic skills, it enhances the students' awareness of the scope and variety of occupations available to them. All employment opportunities are approved by the College to ensure suitability, and students on work terms are monitored by the faculty or Co-op staff with work-site visits. Students are hired by participating employers and receive wages comparable to employees with similar positions. Co-operative work terms run from May to September each year. The program starts in September of each year, and runs for 27 months.

### OPEN LEARNING AGENCY

O.L.A. allows you to choose the learning style that suits you best: independent study, telecourses, classroom-based and teleconferencing. The three facets of O.L.A. are outlined below. For more information on study programs available, contact the Student Advisor at 842-5291.

**Open University** is a degree-granting B.C. public university and the coordinating body for university level open learning throughout B.C. You can enroll in courses delivered by all participating institutions such as: S.F.U., U. Vic., and U.B.C.

**Open College** offers correspondence programs in such areas as:

- Adult Basic Education
- Human Services
- Trades
- Electronics
- Literacy training
- Business

**Knowledge Network** introduces education through broadcast television. Topics of programs cover a variety of interests such as:

- Arts
- Social & Political Issues
- International Film
- Science & Technology
- Environment
- Children's Programming

#### 12 Good Reasons for going to Northwest Community College in Hazelton:

1. Culturally relevant approach
2. Student advising and support services
3. Co-op programs
4. Low cost
5. Part-time and full-time studies
6. Close to home & friends
7. Academic upgrading
8. Student-organized activities & recreation
9. General interest courses
10. Career / Vocational programs
11. Small, friendly classes
12. University Credit programs, Distance education



## PROVINCIAL INSTRUCTOR DIPLOMA PROGRAM

The Provincial Instructor Diploma Program provides participants with the knowledge, skills, and experiences to develop courses and related instructional materials; to communicate and instruct in various learning environments; and to develop a range of evaluation instruments and techniques. The program, co-sponsored by the Ministry of Advanced Education and Vancouver Community College, consists of six 30-hour courses and a major assignment. Upon successful completion of the program, candidates receive a Ministry of Education diploma. Courses are offered locally, on weekends, with each course scheduled to run on two weekends over a three week period. Interested individuals can register for the entire program or for specific courses by contacting Vancouver Community College at 1-443-8424. Courses offered this term in the Northwest are:

- **Evaluation of Learning & Instruction (ID104B)**  
Sept. 17-19; Oct. 1-3 in Terrace
- **Design of Curriculum & Instruction (ID101)**  
Oct. 22-24; Nov. 5-7 in Smithers

## DIPLOMA IN ADULT EDUCATION

The Diploma in Adult Education is an advanced qualification for those working with adult learners. Courses have transfer credit to the University of Alberta Bachelor of Education degree in Adult Education. The program consists of the courses in the Provincial Instructor Diploma program plus eight 30-hour courses. Courses cost \$410.00 each. One course is offered this fall in the Northwest:

- **Effective Communication Skills for Educators (\*ID 205)**  
Nov. 12 -14; Nov. 26 - 28  
Terrace

**REGISTER EARLY TO AVOID DISAPPOINTMENT**  
**First Come - First Served**  
**Only paid registrations will hold a seat.**

## VOCATIONAL

### AIRBRAKES

This course prepares drivers for a written and practical test on the operation and maintenance of airbrake systems for either on-highway or off-highway vehicles. Successful completion will result in the addition of an airbrakes endorsement to your driver's licence. Fee includes manual.

**Deadline for registration: September 8**

**INSTRUCTOR:** Judy Daye

Forest Tech. Building

Sept. 20 - 25

Mon. - Fri. : 6:30 p.m. - 10 p.m.

and Sat. 9 a.m. - 4 p.m.

Sessions: 6

\$150



### CHAINSAW OPERATION, MAINTENANCE & SAFETY

If you use your chainsaw for cutting firewood or use it daily for your job, you need to know safe operation techniques and to be able to tell the difference between normal and unsafe operations. Other topics covered in this course include:

- chain saw assembly / disassembly for component replacement and minor repair.
- daily and weekly recommended maintenance operations
- chain filing
- normal functioning and inefficient operation due to wear and faulty parts

You'll get practical, "hands-on" training in the woods and bring home some firewood. (Based on the W.C.B. course).

**INSTRUCTOR:** Ben Dubeau

Forest Tech. Building

Oct. 26 - 30

Tues. & Thurs.; 7 p.m. - 10 p.m.

Sat. 9 a.m. - 4 p.m.

Sessions: 3

\$69

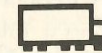
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**ALL COURSES REQUIRE  
ADVANCED PAID REGISTRATION**

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## DRIVER TRAINING:

NWCC - Hazelton offers a registration service for those who wish to take driver training lessons. Once you are registered, the instructor will contact you to arrange a time and place for your lessons.



### CLASS 1 LESSONS

Beginners must take ten lessons. Individuals with a minimum of 150 hours of experience in driving Class 1 vehicles may choose to take five lessons. Additional single lessons can be purchased as needed. Driving skills will be evaluated on an ongoing basis. Theory relating to driving a class 1 vehicle will be presented according to the needs of each individual. Lessons are 2 hours long.

Prerequisites: minimum age of 19, valid B.C. driver's license, class 1 learner's permit and Airbrakes certification.

**INSTRUCTOR:** Judy Daye

\$125 per lesson

### CLASS 3 LESSONS

Beginners must take six lessons. Individuals with a minimum of 75 hours of experience in driving Class 3 vehicles may choose to take three lessons. Additional single lessons can be purchased as needed. Driving skills will be evaluated on an ongoing basis. Theory relating to driving a class 3 vehicle will be presented according to the needs of each individual. Lessons are 2 hours long.

Prerequisites: minimum age of 18, valid B.C. driver's license, Class 3 learner's permit and Airbrakes certification.

**INSTRUCTOR:** Judy Daye

\$125 per lesson



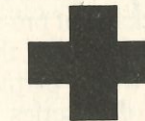
### CLASS 4 & 5 LESSONS

Students may register for one or more lessons depending on individual needs. Prerequisites: minimum age of 16 and possession of a learner's permit.

**INSTRUCTOR:** Judy Daye

\$32 per lesson

## HEALTH / FIRST AID / SAFETY



### RED CROSS FIRST AID & C.P.R. COURSES

N.W.C.C. in Hazelton offers a range of Red Cross certificate courses including all 5 levels of C.P.R., Emergency First Aid, Standard First Aid, and Wilderness First Aid. The Red Cross system is very flexible and courses can be blended to meet the needs of any client group (i.e. nurses, teachers, daycare workers, fire volunteers, etc.). Call us to arrange a course for you.

### FIREARMS SAFETY TRAINING

A new government regulation will come into effect this fall requiring all persons applying for a Firearms Acquisition Certificate to demonstrate competency in the safe handling of, and the laws relating to, firearms. Northwest Community College will offer the necessary training program as soon as it is available from the Department of Justice.

### INDUSTRIAL FIRST AID

This comprehensive course covers the emergency medical techniques needed to be a first aid attendant in industry. It provides the information and training to prepare you for the Workers Compensation Board exam leading to certification. Students should be prepared for intensive work and home study. Applicants must meet the following prerequisites:

1. Must be at least 19 years of age.
2. First time applicants need to arrange for a medical examination at their own expense and complete a W.C.B. medical form.

NOTE: Fee includes all books, exam fees, and pocket mask.

**Deadline for registration: October 1.**

**NO REFUNDS AFTER THIS DATE.**

**INSTRUCTOR:** Janie Olson

Community Gospel Chapel

Oct. 16 - Nov. 20

Mon. & Wed. : 6:30 - 10 p.m.

and Sat.: 9 a.m. - 4 p.m.

Sessions: 17

\$495



## PREPARING FOR BIRTH

Have a healthy pregnancy and a healthy baby: attend pre-natal classes. N.W.C.C. in Hazelton offers a complete package of pre-natal instruction to help expectant parents meet the challenges of childbearing. Come with a partner or a friend, if you wish, to all or part of the series. The best chance for a healthy pregnancy and a healthy baby is to be as informed as you can be, as early as you can. So register as early in your pregnancy as possible.

The 1st session looks at the early stages of pregnancy (1st and 2nd trimesters). The following 5 sessions focus on the 3rd trimester of pregnancy, labour and delivery, and post-partum. This section is ideal as a refresher, not just for first-time moms. The last session is a reunion of the group after the birth of your babies.



**COURSE #1:** August 14 (1st & 2nd trimester)  
Saturday; 9 a.m. - 12 noon  
September 8 - October 6 (3rd trimester)  
Wednesdays; 7 p.m. - 9 p.m.

**COURSE #2:** September 18 (1st & 2nd trimester)  
Saturday; 9 a.m. - 12 noon  
November 10 - December 8 (3rd trimester)  
Wednesdays; 7 p.m. - 9 p.m.

**COURSE #3:** December 4 (1st & 2nd trimester)  
Saturday; 9 a.m. - 12 noon  
T.B.A. Feb./March (3rd trimester)  
Wednesdays; 7 p.m. - 9 p.m.

The Pre-Natal program is financially supported in part by the Ministry of Health, Wrinch Memorial Doctors' Services, and the Northwest Community College. A minimum \$10 administration fee is charged or a contribution to the course costs will be accepted.

## SURVIVAL FIRST AID

Give the injured a better chance for survival pending the arrival of more qualified help. Learn the basic first aid techniques including C.P.R. to cover emergency situations away from medical help. Course covers control of bleeding, artificial respiration, evaluation of injuries & choking. The course is requisite for employees in many industries. Successful students will receive W.C.B. certificates in good standing for 2 years.

Courses can be arranged for groups on request.



## WOMEN'S ISSUES

The Women's Studies Department of Simon Fraser University and Northwest Community College are co-hosting two workshops on **Thursday, October 14**. The guest speaker will be **Margaret Malone**. Her teaching and research interests include the sociology of women, gender, families and health. She has 20 years of experience working as a Community Health Nurse, Mental Health Counsellor, and Health Promotion activist. Her approach is community-based and participatory.

Please register your interest at the College. No fee will be charged. A reading guide relevant to the workshop topics is available on request.

### • Women, Community & Health

Health is an issue of central concern for women. In most communities, women have been assigned the responsibility for the health of others in their families and communities. In addition, women form the majority of workers in both the paid and unpaid "health" services. Furthermore, women's own physical and mental health are important social and environmental concerns. Beginning with our own experiences, we will examine these issues, and the implications that they have for women, and consider how women can organize for safer and healthier communities.

College Centre  
1 - 3:30 p.m.  
No Charge

### • Women & Anger

Women are taught "to be nice", "to be caring", "to be responsible". Women are not supposed to be angry. In this workshop we will explore some of the many complex issues that are part of the social understanding of women and anger. We will examine historical perspectives and challenge many common myths, assumptions and stereotypes in relation to women and anger, while considering variations such as gender, class, ethnicity, and age. We will conclude by generating creative ways to use anger for healthy social change.

College Centre  
7 - 9:30 p.m.  
No Charge

## BUSINESS PROGRAMS

### ACCOUNTING 101 (2 credits):

#### Bookkeeping Fundamentals

This course discusses the study of accounting based on a service business organized as a sole proprietorship and a merchandising business organized as a partnership. Topics include: analyzing and journalizing transactions, general journal, posting to general ledger, six and eight-column worksheets, preparing financial statements.

INSTRUCTOR: Kerrie McLean  
College Centre

Sept. 30 - Dec. 2

Thurs.; 7 - 10 p.m.

Sessions: 10

\$124 plus text & workbook

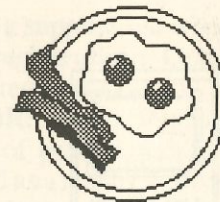
### FOODSAFE

If you're concerned about the potential hazards of unsafe foodhandling practices, invest in this course for you or your employees. Designed by the B.C. Restaurant and Food Service Association, it provides training in the procedures and conditions necessary for the prevention of foodborne illnesses. Successful students will receive certificates from the B.C. Ministry of Health. Courses will be arranged at the request of businesses, employers and other groups. **Level I (Basic)** designed for kitchen and restaurant staff and all foodhandlers.

**Level II (Advanced)** is for food managers and supervisors of foodhandlers.

**Foodsafe Self-learning** Individuals may learn at their own pace in their own home or at the College, with this package. A tutor is available if you wish to have assistance.

Fee: \$40



## TELEPHONE TECHNIQUES

A half-day seminar for office workers, receptionists, all those who can benefit from polished, professional telephone skills, or anyone wanting an extra edge in applying for jobs. You will learn the importance of basic communication skills, the personal and corporate image that you present, how to handle a variety of customer types, and especially how to leave an excellent impression. A course outline is available from the College. Minimum enrolment is 9. **Deadline for registration: September 17.**

\* Note to employers: a reduced fee can be negotiated if you enrol 3 or more of your employees.

INSTRUCTOR: Doug Smith, of Smith Communications (Terrace) has 15 years of experience in communications with public and professional groups.

College Centre  
September 27  
Mon.; 1 - 4 p.m.  
\$39 + GST

## SUPERHOST

The competitive edge for any business is the quality of service you provide to your customers. What makes good service? People do! From gas station attendants to bank clerks, restaurant services and tour guides, everyone plays an important role in attracting customers and meeting their needs.

SuperHost helps to create a strong basis of communication and customer relation skills. It also teaches practical and effective skills. The basic objectives of this made-in-B.C. certificate program are professionalism and pride. SuperHost workshops are conducted by trained SuperHosts in our area. Call us to arrange a course for you.

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COURSES CAN BE ARRANGED  
UPON REQUEST

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## COMPUTER PROGRAMS

NEW

### COMPUTER GRAPHICS

If you like drawing or designing, or have an artistic side to yourself, get another perspective by adding the computer to your tools. This course will introduce you to the elements of Micrografx Design and allow you to produce your art, posters or brochures electronically.

INSTRUCTOR: Bob Purney  
Hazelton Secondary School, Room #106  
Oct. 5 - Dec. 7  
Tues.; 7 - 9 p.m.  
Sessions: 10  
\$39

### INTRODUCTION TO COMPUTERS

Learn how a computer works in this "hands on" course for beginners. Topics covered are: system structure, IBM DOS, and a brief look at a few programs (Lotus 1-2-3 and Word-Perfect). This course aims at demystifying computers and giving a glimpse of their versatility.

INSTRUCTOR: Paul Gendron  
College Computer Lab  
Sept. 27 - Oct. 7  
Mon. & Thurs.; 7 - 9 p.m.  
Sessions: 4  
\$39

### KEYBOARDING (SELF-PACED)

If you wish to learn to type, refresh your typing skills, or just get acquainted with a computer keyboard, use this self-paced computer program to your advantage. Drop-in at your convenience during the times listed. Workbooks are available from the College for classroom use. Instructional sessions will be arranged on request.

College Computer Lab  
Sept. 15 - Dec. 3  
Wed.; 8 a.m. - 10 a.m. & 3 - 5 p.m.  
Fri.; 8 a.m. - 10 a.m.  
Open Registration  
\$29

### LOTUS 1-2-3: LEVEL I

If you need to record an inventory, sort information or keep basic accounts, you'll find the spreadsheet to be a versatile tool. Learn to format, design, edit and print an electronic spreadsheet to meet your needs. Fee includes manual.

INSTRUCTOR: Paul Gendron  
College Centre  
Oct. 5 - Nov. 9  
Tues.; 7 - 10 p.m.  
Sessions: 6  
\$89



NEW

### MACINTOSH BASICS

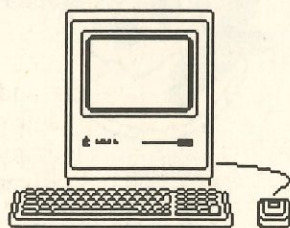
Take a bite of the apple - The MacIntosh Apple Computer. It won't bite you back. It has a very user-friendly reputation. Learn the basics of this system, then work through a multiuse program - MS Works - which allows you to do wordprocessing, work on a spreadsheet, develop a database or have fun drawing and painting. An added bonus is that the skill you learn in handling the "mouse" will also help if you use Windows on IBM-type computers.

INSTRUCTOR: Paul Gendron  
Hazelton Secondary School  
Nov. 3 - 24  
Wed.; 7 - 9 p.m.  
Sessions: 4  
\$39

### WORDPERFECT - LEVEL I

Learn the basics of wordprocessing with this popular software. Everything you need to know to be able to use this software effectively will be taught, from creating, saving and editing to printing documents. Fee includes manual.

INSTRUCTOR: Paul Gendron  
College Centre  
Oct. 14 - Nov. 18  
Thurs. 7 - 10 p.m.  
Sessions: 6  
\$89



## LEARNING OPPORTUNITIES

### AFTER SCHOOL PROGRAM

Northwest Community College will be arranging an After-school program for 6 - 10 year olds one afternoon per week starting mid-September. You'll be able to register for a series, or just pay a drop-in fee. A different theme for crafts and play will be featured each week (for example: science explorations, cooking, dance, mind boggles, and story telling). Location, times and fee will be announced in early September. \* If you are willing to volunteer your time or talent for this program, please call us at 842-5291.

### BABYSITTER TRAINING

This Red Cross Certificate course covers child care skills with topics ranging from the rights and responsibilities of the babysitter and the employer, how to care for and entertain children at various stages of development, to first aid, fire safety and accident prevention. Students must be at least 11 and a half years old. Fee includes manual & certificate. Space is limited, so register early.

INSTRUCTOR: Stevie Webster  
New Hazelton Elementary School  
Oct. 6 - 14  
Sessions: 4  
Wed. & Thurs.; 3:45 - 5:45 p.m.  
\$35 + GST

### DRAWING / PAINTING FOR YOUNG

**PEOPLE (Emily Carr College of Art & Design)**  
Young people have a natural interest in producing art. Through creating images, each participant will see how the language of art is personal, expressive and lots of fun. The exercises in this workshop are designed to increase the ability of each person's visual language and to learn ways of translating the three-dimensional world into lines and shapes on paper. Age Group: 9 - 13 years old.

Please pick up a supplies list when registering.  
**Deadline for registration: October 15**  
(Minimum 12 required)  
INSTRUCTOR: Valerie Pugh is a ceramic artist and instructor of pottery, painting and drawing. She has worked as a resident artist with children in schools and recently studied art therapy.  
Skeena Riverboat Cafe  
October 24  
Sun.; 10 a.m. - 5 p.m.  
\$30 + GST

### G.E.D. PREPARATION

Study with other adults, as you prepare for the General Educational Development tests at your own pace. Please see page 4 for more information.

INSTRUCTOR: Pat Hayes  
College Centre, Room 109  
Continuous Intake  
Wednesdays, 6:30 - 9:30 p.m.  
\$10 + GST



NEW

### HOME HAIRCUTTING

If you have been cutting your family's hair at home and would like to improve your technique, or would like to give it a try, this course has something for you. The following elements will be covered:

- correct use of shampoo & conditioner
- discussion of hair types
- hair styles to suit face & life style
- cutting basic styles & trimming bangs

You'll be working on a "model" of your choice - child or adult - by the end of the course.

INSTRUCTOR: Maureen Dundas  
Forest Tech. Building  
Oct. 18 - Nov. 8  
Mon.; 7 - 9 p.m.  
Sessions: 4  
\$31 + GST



NEW

### HOMEMADE STUFFED TOYS

Would you like to be able to give a unique and personal gift to a newborn baby or child? Learn to make a stuffed animal or doll that is child-resistant and safe for babies. You can add a rattle, or even make your own designs. At the first session, you'll be able to choose a pattern from samples the instructor will have and discuss the fabric and materials you will need. By the last session, you'll take home one or more completed projects.

INSTRUCTOR: Nadia Ross  
Hazelton Secondary School  
Nov. 15 - 29  
Mon.; 7 - 9 p.m.  
Sessions: 3  
\$24 + GST





### MUSIC - A DIFFERENT BEAT

Elana Viddick believes that anyone can sing and play an instrument. Her role is a facilitator - drawing on people's inherent capacities for musical expression; an approach that considers music-making a natural part of healthy living.

Once trained as a classical pianist, she now shuns the traditional approach which can squelch creativity and prefers a more holistic approach.

Elana, originally from New York, but now based in Toronto, will be in the Hazeltons September 24 - 27. She is accompanied by her sister, Crystal Carroll from Colorado, a massage therapist and hypnotherapist.

Northwest Community College will be hosting 3 sessions with Elana. For appointments with Crystal, please call Jane Smith-Mowatt at 842- 5317.

#### 1. Introduction

Meet Elana and Crystal and take part in a demonstration and participatory session of the techniques and skills which they are making available over the next few days. If you haven't yet decided which workshops to attend, you may do so after this session (space permitting).

College Centre  
September 24  
Fri.; 7 - 9:30 p.m.  
\$19 + GST

#### 2. Inner Guitar

Elana Viddick helps people find they can sing and play instruments such as the guitar. A few hours in one of her workshops is all it takes, she says. You'll go home able to sing and strum some popular songs. She can also help you overcome tone deafness and go on to make beautiful music. Space is limited, so register early.

\* Individual bookings or an advanced class can be accommodated on Sunday, October 26 and Monday, October 27.

College Centre  
September 25  
Sat.; 9 a.m. - 5 p.m.  
\$130



#### 3. Sound Healing Circle

A workshop on health-through-singing based on Tibetan knowledge and techniques of using voice tones.

INSTRUCTOR: Elana Viddick  
College Centre  
September 26  
Sun.; 7 - 9:30 p.m.  
\$24 + GST



#### 'READING' THE 6 O'CLOCK NEWS

News will never be the same again once you become an armchair critic. This course will give you a basis for analysing the news as it is delivered by network television. Topics included are:

- basic analysis of modern mass media
- introduction to the workings of a typical newsroom
- a logging session of a typical newsday
- critical analysis of western television news media

You'll also be keeping a clipping file of an issue of your choice. A choice of class time is given. Please state your preference.

INSTRUCTOR: Don Monet  
College Centre  
Oct. 18 - Nov. 15

- Option #1: Mon. 7 - 9 p.m.; Sessions: 5
  - Option #2: Mon. & Fri. 12 noon - 1p.m.; Sessions: 10
- \$44



#### WRITING YOUR WILL

Many people put off writing a Will; however, there are many good reasons for having one. Do you know:

- What happens when there is no Will?
- What property can or cannot be covered in a Will?
- What makes a Will valid?
- Who can contest a Will?
- How to appoint guardians?

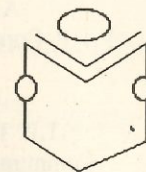
These questions will be discussed as well as the basic aspects of writing and legalizing a Will at this class. Please register your interest at the College before October 13.

INSTRUCTOR: People's Law School  
College Centre  
Oct. 20  
Wed.; 7 - 9 p.m.  
FREE

### ITEMS OF INTEREST

#### ADULT LITERACY

Many adults in British Columbia are functionally illiterate. They have difficulty with the basic reading, writing and computational skills which are so necessary in our modern print-based society. Project Literacy Hazelton is offering confidential tutoring for basic literacy, to help those adults to read as quickly and enjoyably as possible. The teaching times are flexible and are arranged to suit each individual. Students pay no fees. If you know of an adult who would like to read, please tell them about our private, free tutoring service, or contact Ruth Cooper or Anne Yunkws.



#### CHOICES

The average person changes jobs about every four years. Four out of ten workers are in some stage of career change at any given time. Some move on to better jobs. Some must find new jobs due to changes in technology or layoffs. Some leave their jobs due to injuries on or off the job.

Choices, a computer program that provides comprehensive information about occupations, is available to you at the College. Choices will help you to sort out what is important to you. It will also help you find good career prospects. To use the program, please call to make an appointment with the Student Advisor.

#### FRENCH PLAY SCHOOL

A supervised, structured play time with an emphasis on building a basic French vocabulary (letters, numbers, colours, greetings) will be offered to 4 and 5 year old children starting in late September, two afternoons per week. A nominal fee will be charged. For more information, please call Denise Berg at 842-5216 or Kathy Clay at 842-6447.

### KITANMAX SCHOOL OF NORTHWEST COAST INDIAN ART

Encouraging a modern and progressive attitude, but remaining true to the essential forms that have reflected the inner spirituality of the Northwest Coast Indians for centuries, Kitanmax School of Northwest Coast Indian Art offers a program that allows its students to discover a proud heritage found deep within themselves.

Kitanmax School of Northwest Coast Indian Art offers a four year program of study with a certificate awarded upon the completion of each year. The program consists of an introductory year, an intermediate year, followed by two self directed independent study years. The first two years provide the student with a classroom setting with instruction. The later two years are more individual with the student receiving instruction and feedback on an individual basis at his/her own pace. The school generally operates on a six month cycle beginning October and running until April of the next year.

For more information you can contact the school at:  
Kitanmax School of N.W.C.I.A.  
Box 500  
Hazelton, B.C.  
VOJ 1Y0



#### GIFT CERTIFICATE

Give the gift of education as a birthday present, for graduation or at Christmas.

Northwest Community College has gift certificates available to be used towards

program tuition fees. For more information, call 842-5291.





## GENERAL INFORMATION

### STUDENT ADVISING

The Student Advisor is available to assist students and the general public with selecting courses and programs appropriate to their defined career goals. Resources available at the Hazelton Centre include information about correspondence and college and university programs throughout B.C. and Canada. The Student Advisor will assist with scholarship, bursary and loan applications. Call the College at 842-5291 to make an appointment with the Student Advisor.

### TUITION AND FEE INFORMATION

Unless otherwise stated, all fees must be paid in full at time of registration. Payment may be made by cash or cheque.

### UNIVERSITY CREDIT

\$35.60 per credit hour (attempted or audited)

### CAREER

All courses Maximum per semester \$534.00

PAYABLE ON SEMESTER BASIS IN ADVANCE.

### VOCATIONAL & A.B.E.

\$26.75 per week for full-time attendance

\$13.50 per week for part-time attendance

(fewer than 15 hours per week)

PAYABLE ON SEMESTER BASIS IN ADVANCE.

### OTHER FEES

Late Registration	\$10.00
Book & Tool Deposit	\$50.00
Late Payment	\$10.00
Acceptance Deposit	\$50.00
Reinstatement	\$25.00

Students in C.E.I.C. sponsored seats do not pay tuition but are required to pay a student activity fee of \$2.00 per week. This applies to students in vocational and credit programs.

### REFUNDS

#### 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 a \$10.00 administrative fee.
3. For courses with a tuition fee of \$10.00 or less, refunds will be given only for conditions as in #1.

### PART-TIME COURSES

1. Notification to the College office of withdrawal before the second class - 100% of tuition less an administration charge of \$10.00.
2. Withdrawal after 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.

## HAZELTON STAFF

Anne Yunkws	Assistant Director
Karine Poznanski	Administrative Officer
Diane Jules	Student Advisor
Marg Brown	Centre Clerk
Leah Marshall	Clerk
Carol Pritchard	Clerk
Pat Hayes	A.B.E. Instructor
Bev Clifton	A.R.W. Coordinator
Shane Campbell	F.T.P. Coordinator/Instructor
Harold Reedy	F.T.P. Instructor
Allen Johnson	F.T.P. Instructor
Mathis Duerst	F.T.P. Technical Assistant
T.B.A.	Community Liaison Officer

## THANK YOU

### Thanks to our Advisory Committee for their input and support.

Eve Hope	Gail Lowry
Alice McDougall	Sadie Harris
Lorna Janzé	Chris Patsey
Helen Roisum	John Gryba
Bill Keyes	Village of Hazelton
Brian Atherton	

### Thank you...

... to all of you who contributed to our Continuing Education by suggesting courses and instructors or by offering to teach courses yourselves. Your contribution and participation in our program helps us offer a variety of quality courses to the community.

... to School District No. 88 for its co-operation and the use of school facilities.

... to Gitanmaax Radio and CFBV for assistance in promotion of our activities.

## WE WOULD LIKE TO HEAR FROM YOU...



### WOULD YOU LIKE TO TEACH?

Do you have a hobby or special talent in some area that you would like to share with other adults? You might enjoy teaching in our continuing education program. Teacher certification is not a prerequisite for teaching in the continuing education program. If interested, please fill out the tear slip below. Someone from N.W.C.C. staff will contact you. Thank you for your interest.

I have a special talent in:

\_\_\_\_\_ and would like to be considered for a teaching position in the Continuing Education Program.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No. Res: \_\_\_\_\_ Bus: \_\_\_\_\_

### WHAT WOULD YOU LIKE TO LEARN?

Is there some special topic you would like to explore, some skill you've been wanting to develop? If there is a course you would like Northwest Community College to offer, please fill out the slip below. If you or someone you know has the expertise in that area, and might like to teach it, please indicate that too.

Course: \_\_\_\_\_

Possible Instructor: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No. Res: \_\_\_\_\_ Bus: \_\_\_\_\_



### N.W.C.C. MAIL IN REGISTRATION FORM

SURNAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ TOWN: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ TELEPHONE No. Res. \_\_\_\_\_ Bus. \_\_\_\_\_

COURSES	START DATE	FEE
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

**PLEASE CHECK BROCHURE DESCRIPTION TO  
SEE IF GST IS APPLICABLE**

7% GST (if applicable) \$ \_\_\_\_\_

Enclose cheque or money order made out to N.W.C.C. TOTAL FEE: \$ \_\_\_\_\_

Complete this form and mail to:

N.W.C.C., Box 338, Hazelton, B.C., V0J 1Y0





# MEMO

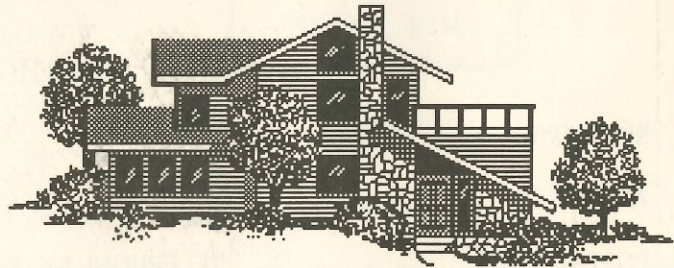
TO: EMPLOYERS / BUSINESSES  
 FROM: NORTHWEST COMMUNITY COLLEGE - HAZELTON  
 RE: JOB SKILLS TRAINING FOR YOUR EMPLOYEES

.....  
 WHEN YOU WISH TO OFFER TRAINING FOR YOUR EMPLOYEES,  
 CHECK OUR LIST OF REASONS TO GIVE US A CALL:

- ✓ LOCAL INSTRUCTORS AND RESOURCES
- ✓ QUICK RESPONSE
- ✓ FEES NEGOTIATED FAVOURABLY FOR EACH COURSE
- ✓ NO "MINIMUM" NUMBER REQUIRED
- ✓ AT YOUR LOCATION IF DESIRED OR POSSIBLE
- ✓ WIDE RANGE OF COURSES OFFERED — SAMPLE THESE:

- |                        |                       |
|------------------------|-----------------------|
| • FOODSAFE             | • BOOKKEEPING         |
| • FIRST AID            | • COMPUTER COURSES    |
| • SUPERHOST            | • TYPING              |
| • TELEPHONE TECHNIQUES | • MEDICAL TERMINOLOGY |
| • CASHIER TRAINING     | • DEFENSIVE DRIVING   |

## WANTED TO RENT



**Do you have rentable space in your house? Would you like to assist College students with their accommodation needs....** Northwest Community College in Hazelton enrolls many students from out of town. These students are often seeking rental accommodation or room and board. Their length of stay varies from eighteen months to two and a half years. If you are interested in renting to college students and making extra cash please write the details of accommodation, and your requirements and we will add them to our housing list. **The College only supplies a list of available accommodation and assumes no responsibility for the actions or agreements of students and/or landlords.**

Information needed for housing list:

Contact Person: \_\_\_\_\_

Phone: Res. \_\_\_\_\_ Bus. \_\_\_\_\_ Rent: \$ \_\_\_\_\_

Available: \_\_\_\_\_

Heat: \_\_\_\_\_ Location: \_\_\_\_\_

Comments: \_\_\_\_\_



## CENTRAL REGION

### TERRACE

5331 McConnell Ave.  
Terrace, B.C. V8G 4C2  
Phone: (604) 635-6511  
FAX: (604) 635-6268

### Nass Valley

c/o Nisga'a Tribal Council  
General Delivery  
New Aiyansh, B.C. V0J 1A0  
Phone: (604) 633-2234  
FAX: (604) 633-2367

## EASTERN REGION

### SMITHERS

3966 2nd Avenue  
P.O. Box 3606  
Smithers, B.C. V0J 2N0  
Phone: (604) 847-4461  
FAX: (604) 847-4568

### Hazelton

P.O. Box 338,  
Hazelton, B.C. V0J 1Y0  
Phone: (604) 842-5291  
FAX: (604) 842-5813

### Houston

P.O. Box 1277  
Houston, B.C. V0J 1Z0  
Phone: (604) 845-7266  
FAX: (604) 845-3521

### Stewart

P.O. Box 919  
Stewart, B.C. V0T 1W0  
Phone: (604) 636-9184  
FAX: (604) 636-2770

## SOUTHERN REGION

### KITIMAT

606 Mountainview Sq.  
Kitimat, B.C. V8C 2N2  
Phone: (604) 632-4766  
FAX: (604) 632-5069

## WESTERN REGION

### PRINCE RUPERT

130 First Avenue West  
Prince Rupert, B.C. V8J 1A8  
Phone: (604) 624-6054  
FAX: (604) 624-4920

### Queen Charlotte Islands

P.O. Box 67  
Queen Charlotte City, B.C.  
V0T 1S0  
Phone: (604) 559-8222  
FAX: (604) 559-8219

