



**Northwest
Community
College**

*We're open to everyone
who wants to learn!*



*Kitimat Campus
Fall 2000*

*-Career and College Prep~Business Technology~
-Business Administration~University Transfer~
-Continuing Education~Online Courses~*



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General Information

Dear Kitimat:

The year 2000 is the 25th Anniversary of Northwest Community College; we in Kitimat are celebrating this event with an Open House on Thursday, September 28th. Our newly renovated facility will be officially opened, giving you the opportunity to see our campus.

Northwest Community College, Kitimat, is also expanding our offerings with Business Administration first year and some second year University Transfer courses. We will be continuing with our Career and College Preparation Program, Business Technology and Continuing Education programs. Over the next few months, we will be consulting with you to plan our next five years.

Northwest Community College, Kitimat, wants you and your ideas! We invite you to look through our calendar and consult with our Educational Advisors. Please join us in making NWCC relevant to your needs.

Larisa Tarwick
Centre Director

Student Orientation Day

September 5

All students are encouraged to attend!



General Information

KITIMAT

The 11,500 residents of Kitimat ("People of the Snow") live at the head of scenic Douglas Channel on the north coast. Local amenities and temperate climate make it an indoor and outdoor sports and recreation haven. Serving the communities of Kitimat and Kitamaat Village since 1976, the campus is centrally located in downtown Kitimat. Affordable housing, ample parking and full transit services make opportunities at this campus easily accessible.

Regular programs include Career and College Preparation and Business Technology. A wide variety of continuing Education and community interest courses are scheduled according to local needs. Other programs such as University Credit, Business Administration (both offered in 2000-2001), Computer Technology and Integrated Human Services may be offered if warranted by student demand.

FEES

APPLICATION FEE

A \$25.00 non-refundable application fee is charged to those applying for admission to certificate, diploma and associate degree programs. *The \$25.00 fee is waived for students returning within 12 months of their last NWCC enrollment.*

DEPOSITS (refundable)

Residence \$125.00
Book & Tool \$50.00 (some programs)

INTERNATIONAL STUDENTS

International students are assessed fees at a level that offsets the cost of their training to the Provincial Government. Please contact the Registrar for information on programs available to international students and the fees levied for the current year.

LATE REGISTRATION

A \$10.00 late registration fee may be charged to any student who has been attending class without being registered. For credit based programs, this will apply only after the last date for registration and course change as noted in the "Dates to Remember" section of this calendar.



General Information

OFFICIAL TRANSCRIPTS

There is a charge of \$5.00 for each official transcript.

REINSTATEMENT

There is a \$25.00 charge to reinstate enrollment for a student who has allowed their registration to lapse.

TUITION AND STUDENT FEES

Contract and Continuing Education Programs and Courses

The College offers a variety of contract and continuing education programs and courses in communities throughout the region. For information on available training and costs, contact the college centre nearest you.

Semester Based Programs –with a semester maximum
Includes the following programs: Business Administration, Computer Technology, Integrated Human Service and Natural Resources.

	Per Credit	Maximum Semester
Program Tuition	\$39.62	\$594.30
NWCC Student Assoc. Activity and Membership Fee	\$1.95	\$29.25
Registration & Computer Lab fee	\$3.33	\$49.95
TOTAL	\$44.90	\$673.50

Semester Based Programs – no semester maximum
Includes the following program: University Credit

	Per Credit
Program Tuition	\$39.62
NWCC Student Association Activity and Membership Fee	\$1.95
Lab Fee	\$3.33
TOTAL	\$44.90



General Information

Vocational Programs

Includes Business Technology, Career and College Prep

	Per Day
Program Tuition	\$ 6.00
NWCC Student Association	
Activity and Membership Fee	\$.30
Registration and Computer Lab	\$.50
TOTAL	\$6.80

Senior Citizens (age 65 or over) Senior citizens are eligible for tuition-free enrollment in many NWCC courses. This exemption does not apply to any charges for materials, books or supplies that other students in the course are required to pay. Further information can be obtained from the college campus nearest you.

REFUNDS

Continuing Education Programs and Courses

Withdrawal three days prior to class 100% of fees
 Withdrawal less than three days prior to class NO REFUND

Special registration and refund policies apply to courses designated as NO REFUNDS. Refunds are made after the pre-registration date unless the space can be sold to another student. The withdrawing student will then be refunded 100% of the fee, less a \$10.00 administration charge. Before the pre-registration date, the regular refund conditions apply.

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 before the course starts.

Contract Programs & Courses

An 80% refund of tuition and student fees will be given from the time of registration until 14 days after the first scheduled class.

Withdrawal after 14 days NO REFUND



General Information

Semester Based Programs-with a semester maximum

On withdrawal from a course or courses up until 14 days after the first scheduled class, fees are charged at 20% of total number of credits multiplied by the per credit value.

a) If amount paid is greater than the new charge, a refund is issued b) If amount paid (ie tuition deposit or full deferral) is less than the new charge, the student pays the balance.

Withdrawal after 14 days - NO REFUND

Full refund 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

Vocational Programs - full or part-time

On registration, students in vocational programs, are required to pay tuition, calculated on a daily basis, to the end of the semester in which they are registered. A full refund of tuition and student fees paid beyond the date of completion or withdrawal will be made.

OUTSTANDING CHARGES

It is expected that students will meet their financial responsibilities to the College by paying required tuition and service fees. Students who have outstanding debts to the College will not be considered for re-admission nor will the College issue any official transcripts, certificates, diplomas or associate degrees until the debt has been cleared.

PRIOR LEARNING ASSESSMENT & RECOGNITION

Northwest Community College is committed to meeting the needs of, and broadening access for, adult learners through the assessment and recognition of prior learning. Prior Learning Assessment (PLA) involves faculty



General Information

evaluating the knowledge and/or skills an individual may have gained through non-formal education/training or experience and the granting of appropriate credit by Northwest Community College. Skills, knowledge and competencies that have been acquired through work experience, unrecognized education or training, self-study, volunteer activities, hobbies and other life experiences can all be assessed for credit.

*Prior Learning is currently under development at NWCC.
Please see an Educational Advisor for further information.*



**Northwest
Community
College**

**The Cornerstone of
Community Education
for 25 Years**



Career & College Prep

CCP courses will help you prepare for further college or university courses, as well as giving you better chances for employment.

Start on your individual career or college path with our extensive course selection from 020 (Grade 9 equivalent) to 050 (Grade 12 equivalent) levels.

You may register full or part time in courses in:

- English
- Math
- Sciences
- Socials and/or
- Computer Studies

We offer a combination of instructor-led classes and self-paced study. You can attend during the day from 9 to 4 p.m., Monday to Friday, or in the evenings from 7 to 9 p.m., Monday to Thursday.

New students can enter the program at the beginning of each semester, in September, February or July. If you are interested in attending, make sure that you come down and apply as soon as possible. The program fills up rapidly and you may have to go on a waitlist until the next semester.

Our Courses are tuition-free. You will have to pay a non-refundable \$25 application fee when you first apply. Once you are registered, you will have to pay a one-time refundable book deposit of \$50 and non-refundable student fees every semester.

Why go back to school?

A person with a college diploma or university degree earns almost 50% higher average earnings over a lifetime compared to the national average.

Today, that means an extra \$11,000 per year, on average.



Career & College Prep

There are 4 levels in the
Kitimat CCP program

The Fundamental Level— Represents Grade 9

2 courses, English and Math, give the student a Fundamental Certificate

Engl 020 – Fundamental English

Math 020 – Fundamental Math

The Intermediate Level— Represents Grade 10

4 courses, English, Math and 2 electives, give the student an Intermediate Certificate

Engl 030 – Intermediate English

Math 030 – Intermediate Math

Scie 030 – Intermediate Science

Sosc 030 – Intermediate Social Studies

EDCP 030 – Education/Career Planning

The Advanced Level— Represents Grade 11

4 courses, English, Math, a Science and an elective, give the student an Advanced Certificate

Biol 040 – Advanced Biology

Chem 040 – Advanced Chemistry

Cpst 040 – Advanced Computer Studies

Engl 040 – Advanced English

Math 040 – Advanced Algebra

Phys 040 – Advanced Physics

Sosc 040 – Advanced Social Science

The Provincial Level— Represents Grade 12 and secondary school graduation

4 courses, English and 3 electives, give the student an Adult Dogwood Diploma

Biol 050 – Provincial Human Biology

Chem 050 – Provincial Chemistry

Engl 050 – Provincial English

Geog 050 – Provincial Geography

Hist 050 – Provincial History

Math 050 – Provincial Math

Phys 050 – Provincial Physics



Career & College Prep

Look at what NWCC can offer you!

- *CCP includes academic and skills upgrading from Grade 9 to Grade 12 equivalency for adults*
- *Adult upgrading that is fully accredited with the provincial school system*
 - *Combination of self-paced and face to face instruction*
 - *Flexible hours to accommodate shift work*
- *Training is recognised by colleges and universities in Canada*
 - *Variety of Instructors*
 - *Tuition-Free (student fees apply)*
- *The program runs throughout the year, days and/or evenings.*
- *Some courses are self-paced, some are instructor-led*

**Please make an appointment with
Lynn Gould, our Educational Advisor,
at 632-4766
to ensure that you choose the courses
that are right for you!**



University Transfer

Northwest Community College offers two year Associate Degrees in Arts and Sciences. These degrees may lead to undergraduate degrees in different specializations at a university depending on the requirements of that particular university. University Credit courses carry transfer credit to B.C. universities, university-colleges and other colleges. Students intending to acquire an undergraduate degree at a university can complete their first two years of study at NWCC.

Integrated Programs

Many University Credit courses are course requirements or electives in such NWCC diploma programs as follows:

- ◆ *Business Administration*
- ◆ *Computer Technology*
- ◆ *Integrated Human Services*
- ◆ *Natural Resources*

Admission Requirements

1. Students coming directly from high school are expected to have Grade 12 graduation
2. Students coming from the Career and College Prep Programs may use CCP courses in place of the equivalent high school courses.
3. Most science and math courses have specific prerequisites which must be met by prospective students. In some cases, instructors will admit students lacking formal prerequisites.
4. Most first year Social Science and Humanities courses do not have specific prerequisites.

Prospective students are encouraged to discuss questions about courses and programs with an educational advisor before registering.

For more information contact
Lynn Gould, 632-4766



University Transfer

Course Descriptions & Schedule *Fall 2000*

Sociology 207: Labour: The Condition of the Worker and the Working Class

This course will be concerned with an analysis of the major implications of the labour process and their impact on individuals and society at large.

English 203: Canadian Literature 1832-1914

The English literature of Canada from the early 19th Century to World War I. Written assignments based on works read. Prerequisite: English 101/102 or permission of instructor.

Geography 150: Physical Geography I

An interesting overview of the physical environment and its relationship to human culture and impacts of human activities. Principal topics include: cartography and remote sensing, biogeography, meteorology, climatology and global environmental problems. Lab experience will focus on map skills and methods in biogeography and meteorology. Field trips to examine local features and to collect data are required and may be scheduled on weekends.

Psychology 201: Developmental Psychology

If you would like to gain some insight into your own history and want to know more about what your life will be like as you grow through the adult years, the study of life-span development will be of interest to you. This is the first half of a two semester second year elective course in psychology. Prerequisites: Psychology 101 and 102 or permission of instructor.

Semester begins September 5

MONDAY	TUESDAY	WEDNESDAY	FRIDAY
Psychology 201	Sociology 207	English 203	Geography 150
7-10 p.m.	7-10 p.m.	7-10 p.m.	9 a.m.-Noon Lab 1-4 p.m.



University Transfer

Course Descriptions & Schedule Winter 2001

Political Science 203: International Politics

An introduction to the study of international politics. It will familiarize students with the institutions, actors, and processes of the existing world system and introduce them to sources of information and methods of research in the field.

English 204: Canadian Literature 1914-1990

The English literature of Canada from World War I to the present. Written assignments based on works read.

Prerequisite: English 101/102 or permission of instructor

Geography 160: Physical Geography II

The study of landforms, geological processes, soils and their impact on human culture. Lab experience will focus on soils, fossils, map and air photo skills. Field trips to examine local features and to collect data are required and may be scheduled on weekends.

Psychology 202: Developmental Psychology

The continuation of Psychology 201. Topics included are adolescence, early, middle and late adulthood. Prerequisites: Psychology 101, 102 and 201. or permission of instructor.

Semester begins January 8

MONDAY	TUESDAY	WEDNESDAY	FRIDAY
Psychology 202	Political Science 203	English 204	Geography 160
7-10 p.m.	7-10 p.m.	7-10 p.m.	9 a.m.-Noon Lab 1-4 p.m.



Business Technology

The Business Technology program is designed to provide the learner with the knowledge and skills necessary to function effectively in an entry-level office position. This program is designed to serve the needs of full-time and part-time learners. The entry-level certificate, *Office Assistant*, is designed such that, upon completion learners may enter the workforce or continue on into an advanced level certificate in Business Technology. Each certificate takes up to five months of full-time study to complete.

You will learn how to:

- ⇒ Set personal and professional standards and meet goals
- ⇒ Think critically and creatively
- ⇒ Communicate
- ⇒ Work as an effective team member
- ⇒ Apply technical skills and technology
- ⇒ Apply computational skills

Office Assistant Certificate

BTEC 100 (0.5 credits)	Student Success
BTEC 110 (0.5 credits)	Keyboarding Speed I
BTEC 115 (0.5 credits)	Keyboarding Speed II
BTEC 120 (1.0 credits)	Computer Environments
BTEC 125 (1.0 credits)	Database
BTEC 130 (2.5 credits)	Word Processing I
BTEC 135 (1.0 credits)	Automated Office Simulation
BTEC 150 (2.5 credits)	Communications I
BTEC 165 (1.0 credits)	Presentations
BTEC 170 (0.5 credits)	Critical Thinking
BTEC 172 (0.5 credits)	Teambuilding
BTEC 175 (0.5 credits)	Job Search
BTEC 176 (0.5 credits)	Office Dynamics
BTEC 180 (1.0 credits)	Records Management
BTEC 190 (1.5 credits)	Business Machines



Business Technology

GENERAL SPECIALTY

Office Assistant Certificate PLUS

BTEC 220 (2.0 credits)	Accounting Fundamentals I
BTEC 250 (1.0 credits)	Communications II
BTEC 270 (1.0 credits)	Introduction to Spreadsheets
BTEC 290 (3.0 credits)	Field Work
BTEC 235 (2.0 credits)	Word Processing II
BTEC 284 (1.0 credits)	Key Boarding Speed III
BTEC 255 (1.0 credits)	Communications III
BTEC 260 (0.5 credits)	Business Math
BTEC 230 (1.0 credits)	Web Page Design
BTEC 265 (0.5 credits)	Business Simulation
BTEC 225 (2.0 credits)	Accounting Fundamentals III

PART-TIME STUDIES

All certificate programs are designed to offer flexibility for the part-time learner. Learners may vary their workload, timetable, and course selection to meet their own particular needs. Learners will be able to register in selected courses, but will not be eligible for a certificate until all certificate requirements are met.

ADVANCED STANDING

You will be given credit for prior learning earned in:

- ⇒ High school
- ⇒ CCP or
- ⇒ Informal learning

REGISTER NOW!

CLASSES BEGIN SEPTEMBER



Business Administration

Program Objectives

The Business Administration program is designed to give students a solid educational background in business. Learners are prepared for a wide range of careers in the public, private and not-for-profit sectors. The program also provides the opportunity to pursue further advanced studies at a host of universities, colleges and professional associations.

Career Opportunities

One of the major advantages of this program is the flexibility of employment opportunities available to graduates. Past experience has demonstrated that graduates with aptitude and ability have a wide range of employment opportunities. Almost any size and type of organization is a possible employer, including business firms, accounting firms, self-employment, government and private non-profit organizations. Graduates will be increasingly valuable to an organization for the applied software application skills and be ready to incorporate this learning into business related tasks.

Advanced Studies

For students who wish to continue their studies beyond the diploma level there is a wide range of opportunities available. Courses are transferable to universities and colleges as outlined in the Transfer Guide section of our calendar.



Business Administration

Graduates of the program also have the option of transferring into the third year of various bachelor degree programs using the block transfer agreements with the following universities:

- ◆ University of Northern British Columbia (UNBC)
- ◆ Kwantlen University College (KUC)
- ◆ Open University (OU)
Athabasca University (AU)
60 credits towards a 90 credit degree
- ◆ Royal Roads University (RRU)
advanced standing granted allowing the student to complete a Degree in 12 months

Graduates of the diploma program are awarded significant advance credit towards a professional designation by the following:

- ◆ Certified Management Accountants (CMA)
- ◆ Certified General Accountants (CGA)
- ◆ Chartered Accountants (CA)
- ◆ Municipal Officers of Association of BC (MOA)
- ◆ Purchasing Management Association of Canada (PMAC)
- ◆ Canadian Institute of Bankers (CIB)
- ◆ Canadian Credit Union Institute (CCUI)

As expansion of transfer arrangements is an ongoing process and transfer credit may change as institutions adjust to their offerings, students are encouraged to make an appointment with the business coordinator to discuss future education options.



Business Administration

Program Description

The curriculum covers all major areas of organizational activities, from the theory and practices of management and marketing, accounting, economics, human resources, math, communications, and international business.

Certificate in Business Administration (offered in Kitimat)

The purpose of the one year Certificate in Business Administration is to provide students with a broad range of business skills and an understanding of the business environment. In addition, students who complete the required courses for this program can receive full credit for their work and continue their study toward the two-year *Diploma in Business Administration (offered in Terrace & Prince Rupert)*.

Core Courses

ACCT 150-3	Fundamentals of Accounting I
ACCT 151-3	Fundamentals of Accounting II
BADM 170-6	Co-Op Work Term (optional)
BCPT 150-3	Business Computers
BCPT 154-3	Computerized Accounting Systems
BENG 150-3	Business Communications
BLAW 152-3	Business Law
COOP 100-2	Co-op Work Orientation (Optional)
ECON 150-3	Micro Economics
ECON 151-3	Macro Economics
MARK 150-3	Intro to Marketing
MATH 150-3	Mathematics of Finance
MATH 151-3	Statistics
MGMT 150-3	Intro to Management



Online Courses

For more information on courses and fees visit
www.ed2go.com/nwckitimat

Now you can take workshops over a six week period
 from the comfort and privacy of your own home.

Courses are delivered via email,
 two lessons per week for six weeks !

How do I do it?

*Check out the following list of courses and see
 if there is a course you want to take.*

Visit our website at
www.ed2go.com/nwckitimat
 for more details on the course.

*If you want to take the course, go through the
 on-line orientation!*

Call 632-4766 or come to the college to pay for your
 course and you will receive your first
 lesson on the 2nd Wednesday of the month.

- All courses are e-mailed to your e-mail address
- You get two lessons per week for six weeks
- You have an assignment due about every ten days
- You have an on-line instructor available
- All you need is an email address & access to the Internet
- After you meet the course requirements you will receive a certificate of completion.
- You also have access to an on-line instructor for questions and help!



Online Courses

For more information on courses and fees visit
www.ed2go.com/nwckitimat

What Courses Can I Choose From?

Internet Courses

Introduction to the Internet
 Creating Web Pages (HTML)
 Advanced Web Pages
 Creating Web Graphics
 Getting Organized with Outlook
 Dreamweaver
 Microsoft Front Page
 Marketing Your Business or Organization on the Internet
 Achieving Top Search Engine Position
 Java Programming for the Web
 CGI Programming for the Web
 Javascript Programming for the Web

Computer Courses

Introduction to PC Troubleshooting
 101 Tips and Tricks for the iMac and Macintosh
 Windows File and Disk Management
 Intro to Windows 2000 Professional
 Intro to Visual Basic 6.0
 Photoshop Basic
 Introduction to QuickBooks
 Quicken for Windows
 Intro to Microsoft Word
 Intermediate Microsoft Word
 Advanced Microsoft Word
 Intro to Microsoft Excel
 Intermediate Microsoft Excel
 Intro to Microsoft Access
 Intermediate Microsoft Access
 Microsoft Publisher
 Intro to Microsoft Powerpoint
 Intro to Microsoft Works
 Basic A+ Certification
 Intermediate A+ Certification
 Advanced A+ Certification
 WordPerfect
 Quattro Pro
 Keyboarding

Small Business Courses

Start Your Own Consulting Practice
 Marketing for Small Business
 Practical Financial Management for Small Business
 Start and Operate Your Own Homebased Business



Online Courses

For more information on courses and fees visit
www.ed2go.com/nwckitimat

Personal Enrichment Courses

The Craft of Magazine Writing
 Write Your Life Story
 Writeriffic: Creativity Training for Writers
 Travel Writing
 Speed Spanish
 Grammar for ESL
 Personal Financial Planning
 A to Z Grantwriting
 Debt Elimination Techniques That Work

Large Business/Management Courses

Basic Supervision (5 course series)
 Production & Inventory Management (7 course series)
 Project Management Principles (5 course series)
 Customer Service (3 course series)
 Logistics (3 course series)
 Manufacturing Excellence (8 course series)
 Mastery of Business Applications (5 course series)
 Purchasing (5 course series)
 Total Quality (5 course series)

What Day Can I Begin My Course?

Sept 13 2000
 Oct 11 2000
 Nov 08 2000
 Dec 13 2000
 Jan 10 2001
 Feb 14 2001
 Mar 14 2001
 Apr 11 2001
 May 09 2001
 Jun 13 2001
 Jul 11 2001
 Aug 08 2001



Online Courses

For more information on courses and fees visit
www.ed2go.com/nwckitimat

Free Seminars

on
 How to Take a Course on-line!

Tuesday, September 26
 Wednesday, October 25
 7:00-8:30 p.m.

Maximum 15
 Please phone Claire Liberman
 At 632-4766 to reserve your space

FALL SPECIAL

*Register for one full priced on-line course
 for the October Session
 (Start Date October 11)
 Northwest Community College Kitimat
 and receive a certificate good for*

50% off

your next on-line course

*Discounted course must be of equal or lesser retail
 value than your full price course*

(50% off certificate will be good until



Computer Training

Northwest Community College Kitimat will hold a number of computer workshops between mid-October and May of 2001. We would like to know what your interests are. Please fill out the interest form below and tell us what you want and when you want it and we will try to put together the right courses for our students.

What would you like to take?

- | | |
|--|--|
| <input type="checkbox"/> Computer Basics | <input type="checkbox"/> Beginning Microsoft Word |
| <input type="checkbox"/> Advanced Microsoft Word | <input type="checkbox"/> Beginning Microsoft Excel |
| <input type="checkbox"/> Internet and Email | <input type="checkbox"/> MS Publisher |
| <input type="checkbox"/> Simply Accounting | <input type="checkbox"/> Quicken |
| <input type="checkbox"/> Quick Tax | <input type="checkbox"/> Scanning |
| <input type="checkbox"/> Internet Searching | <input type="checkbox"/> Microsoft Project |
| <input type="checkbox"/> Downloading Software | <input type="checkbox"/> Basic PC Maintenance |

When do you prefer to take a course? (Check all that apply)

- | | |
|-------------------------------------|-----------------------------------|
| <input type="checkbox"/> Weeknights | <input type="checkbox"/> Weekdays |
| <input type="checkbox"/> Saturday | <input type="checkbox"/> Sunday |
| <input type="checkbox"/> Fall | <input type="checkbox"/> Winter |
| <input type="checkbox"/> Spring | <input type="checkbox"/> Summer |

Name: _____

Address: _____

Phone: Day _____ Evening _____

Email Address: _____

We will contact you when courses are arranged. Dates will be advertised in local papers, too!

Please mail your request to
Claire Liberman
NWCC

606 Mountainview Square

Kitimat BC V8C 2N2 Or fax to 250-632-5069.

You may also leave your request via voice mail by calling 1-800-310-5331 local 5621 or submit your request via email to cliberman@nwcc.bc.ca



First Aid and Safety Training

Occupational First Aid LEVEL 3	October 23- November 3	8:30-4:30 p.m. M-F for 2 weeks
Occupational First Aid LEVEL 1	November 6	8:30-4:30 p.m.
WHMIS	November 7	1:00-5:00 p.m.
Transportation Of Dangerous Goods	November 8	8:30-4:30 p.m.
Occupational First Aid LEVEL 1	November 9	8:30-4:30 p.m.
WorkSafe Occupational Health and Safety Committee Training	November 10	8:30-4:30 p.m.

Fees for these courses will be announced in September

The Continuing Education Department is able to arrange First Aid and Safety Courses for your company or organization.

**We offer the full
Worker's Compensation Board
Worksafe Program**

**and can set up the classes that are right for you.
For more information and group rates call**

**Claire Liberman 632-4766 or email
Cliberman@nwcc.bc.ca**



Other Classes

Airbrakes	Oct 17-18-19 Oct 24-25-26	6:30-9:30 p.m.	\$185
Airbrakes	Nov 13-14-15 Nov 20-21-22	6:30-9:30 p.m.	\$185
Foodsafe 1	Late Fall <i>Watch paper for dates</i>	TBA	TBA
Picture Framing	Late Fall <i>Watch paper for dates</i>	TBA	TBA
Boating Safety	Late Fall/ Early Winter <i>Watch paper for dates</i>	TBA	TBA

What Would You Like to Take?

*If you have an idea for a course,
please contact*

Claire Liberman at

632-4766 or

Cliberman@nwcc.bc.ca



Student Success

*Since students have
many different needs, we have several
services you can access*

Educational Advising

Are you unsure about the educational path which leads to your career interest? Do you know which courses or programs are right for you? If you have questions about program requirements, an Educational Advisor is the person you should see. The advisor provides you with information on programs, courses, college services, policies, procedures, facilities at NWCC and about learning opportunities at other educational institutions. The advisor provides assistance in developing educational plans, course planning and defining your educational and career goals.

For more information contact:

Lynn Gould

632-4766

local 5605

Accessibility Services

Support is available for those students who have a disability. A wide range of services, equipment and program support are offered.

Services Include:

Accommodation

Student Assistants

Pre-Registration Assistance

Program Support

Equipment

Orientation Assistance

Physical Accessibility

For more information contact:

Elizabeth Snyder

635-6511

local 5496



Student Success

Education and Career Support Specialist

Are you experiencing difficulties in your life outside of school? The Support Specialist can help you with any problems you encounter. These could be financial problems, problems with your sponsorship, substance abuse, parenting pressures, a housing crisis, discrimination, harassment, abuse issues and self-esteem problems or a complaint.

The Support Specialist can also help students deal with the Ministry of Social Development and Economic Security, Government Agencies and college services.

For more information contact:

Lynn Gould

632-4766
local 5605

Student Success Workshops

Free Academic and Personal Management workshops are open to registered students at the Kitimat Centre. The workshops are conducted by experienced staff who assist students while attending college.

Student Success Workshops include:

- *Essay Writing*
- *Study Skills*
- *Test Taking Tips*
- *Goal Setting*
- *Time Management*
- *Memory*
- *Dealing With Stress*
- *Preparing for Exams*



Student Success

First Nations Student Access and Support

Adjusting to Campus Life?

Our staff can assist you with information on any on/off campus services such as housing and daycare.

Funding or Sponsorship Problems?

The coordinator can assist you to sort out program eligibility and the application process as well as provide liaison with Band Sponsors.

Need Personal Support?

Issues related to home and school can be discussed in a confidential setting. Referrals to counselling can be provided.

Want to take part in First Nations Cultural Workshops?

Wish to participate in a First Nations Peer Support Group?

For more information contact:

Mae Derrick

635-6511
local 5421



Career Centre

The Career Centre
at the Kitimat Campus
Offers You the
Following Services!

Career Exploration
Labour Market Information
Educational Planning
Financial Aid Information
Prior Learning Assessment
Resume Writing
Internet Access
Interviewing Skills
Workshops
College/University Calendars
Student Success Services
Individual Advisement
Job Bank
and much more!



NWCC Mission

We are a community college committed to respecting and meeting the educational needs of the communities we serve. Our mission is to provide and enable equitable access to quality lifelong learning throughout our College region.

VALUES AND OPERATING PRINCIPLES

A STUDENT CENTERED COLLEGE - Programs, courses and services will be focused on meeting the learning, developmental and employment needs of the learners we serve.

STUDENT SUCCESS - We are committed to removing barriers to student success. We will provide services, programs and resources to foster success.

RESPECT - The College treats each person in a fair and equitable fashion, acknowledging and valuing their perspectives and diversity. Northwest Community College will not discriminate on the basis of race, age, colour, ancestry, place of origin, political belief, religion, marital or family status, financial status, physical, mental or learning disability, gender or sexual orientation.

COOPERATION - We are committed to working cooperatively and in good faith with our internal and external communities.

TRUST, HONESTY AND INTEGRITY - We will demonstrate high standards of personal, institutional and professional behaviour.

COLLABORATION - We are committed to working collaboratively to optimize learning opportunities and resources.

ACCESSIBILITY - We are committed to providing fair and equitable access to learning opportunities and services for the communities we serve.

OPENNESS TO CHANGE - We will be relevant, current and innovative in our programs and services and will respond to changes in society and the needs of our learners.

EMPOWERMENT OF COMMUNITIES - We are committed to the decentralization of learning opportunities and the central role of communities in determining their educational priorities.

EMPOWERMENT OF EMPLOYEES - Our employees actively participate in the decision making processes at the College through shared responsibility, authority and accountability.

EMPOWERMENT OF STUDENTS - We recognize and encourage the active involvement of students in the development and improvement of College programs and services.

ACCOUNTABILITY - We will establish and achieve College objectives that are cost effective and open to public review.

INNOVATION - We encourage and support creativity and innovation in the development of initiative.



Web Sites

*For general information about
the programs & services
offered on the 10 campuses
of Northwest
Community College
visit*

www.nwcc.bc.ca

*For information on the on-line
courses you can take through
Northwest
Community College,
Kitimat Campus
visit*

www.ed2go.com/nwcckitimat



Dates to Remember

2000

- | | |
|-------------|--|
| September 5 | Fall Semester begins for most programs |
| October 9 | Thanksgiving Day Holiday |
| October 27 | Last Day for official withdrawal from Fall Semester (Career & University Credit) |
| November 13 | Remembrance Day Holiday |
| December 22 | Last day College open prior to Christmas Break |

2001

- | | |
|-------------------|---|
| January 2 | College Centres re-open |
| January 8 | Classes re-commence for most programs |
| March 2
Spring | Last Day for official withdrawal from Semester (Career & University Credit) |
| April 13 | Good Friday Holiday |
| April 16 | Easter Monday Holiday |
| May 21 | Victoria Day Holiday |
| July 2 | Canada Day Holiday |



Campus Information

**Did you know that
Northwest Community College
has
10 campuses?**

Hazleton
Houston
Kitimat
Masset
Nass Valley
Prince Rupert
Queen Charlotte City
Smithers
Stewart
Terrace

**To learn more about what is
offered at each campus, drop by
the Kitimat Campus for a copy of
the 2000-2001
Program Calendar**



**Northwest
Community
College**

Kitimat Campus

Where are we?

606 Mountainview Square
Kitimat, BC V8C 2N2

How can we be contacted?

250-632-4766
Fax: 250-632-5069

When are we open?

8:30-4:30 Monday-Friday
6:30-8:30 Monday-Thursday

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Overwaitea
30% very, own food people



LIQUOR
STORE

PIZZA

COURT-
HOUSE



**Northwest
Community
College**

THE CORNERSTONE OF COMMUNITY EDUCATION FOR 25 YEARS



**Northwest
Community
College**

THE CORNERSTONE OF COMMUNITY EDUCATION FOR 25 YEARS



**Northwest
Community
College**

THE CORNERSTONE OF COMMUNITY EDUCATION FOR 25 YEARS

NWCC
Parking
Lot



**Northwest
Community
College**

***Celebrates 25 Years of
Community Education!***

*Please join us for
the celebration!*

September 28

*Open House &
Campus Tours
1-4 PM*

*Grand Opening
of Newly Renovated Facility
&
Community Reception
7-9 PM*

**606 Mountainview Square
632-4766**