

Winter/Spring

2000

NORTHWEST



25th Anniversary

2000

Welcome to Northwest Community College

Mission Statement

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

NWCC Advantage

- ◆Smaller Classes
- ◆Associate Degrees
- ◆Credit/Transferable Courses
- ◆Co-operative Education
- ◆Diplomas
- ◆Enhanced Learning
- ◆Friendly Atmosphere
- ◆High Quality Courses
- ◆Job-Related Training
- ◆Low Tuition Costs
- ◆More Student-Instructor Contact

NWCC Staff

Manager	Brenda Andersson	845-5905
Educational Advisor	Terri Stewart	845-5904
Continuing Education	Rosalinde Moeliker	845-5901
CCP	Sandi Lavallie	845-7266
Senior Centre Clerk	Dawn Potvin	845-5902
Librarian	Sylvia Golke	Ext. 5836
Information Systems	Rob Schuster	Ext. 5816

*"An investment in local training is an investment
in your business and your community!"*



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Your College In Your Community!

Celebrating 25 years!

Look for the Coupon on the Back Cover

Advising (Educational)	Bookstore	Financial Aid	First Nations Access Co-ordinator	NWCC SERVICES
<p>Terri Stewart is available to help you choose the educational path that best suits your goals. She can provide up-to-date information on:</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>College Services Financial Aid Programs & Courses</p> </div> <div style="width: 45%;"> <p>Facilities Policies Procedures</p> </div> </div> <p>Terri is trained to assist with developing educational plans and with course planning. Phone Terri at 845-7266 to book an appointment or if you would like assistance.</p>	<p>Textbooks and course materials are available at Northwest Community College (Houston Campus). Also available are packsacks, stationery, general interest books, clothing, and college memorabilia. Special orders for books are available as well. See your friendly staff in the front office for help!</p> <div style="text-align: center;">  </div>	<p>If you would like to return to school, but you are in need of financial assistance, the Educational Advisor may be able to assist you in finding ways to finance your education.</p> <div style="text-align: center;">  </div> <p>For a helping hand contact: Terri Stewart at 845-5904.</p>	<p>The First Nations Access Co-ordinator provides the following services:</p> <ul style="list-style-type: none"> ◆ Assistance in obtaining financial support ◆ Career and Educational Planning ◆ Student Access and Advising ◆ Monitoring for First Nations sponsored students ◆ Cultural Awareness ◆ Liaison between college staff, instructors, and Band Education Co-ordinators <p>For more information contact the First Nations Access Co-ordinator at 845-7266.</p>	
<p>Education & Career Support</p>	<p>Career Exploration</p>	<p>Internet Access</p>	<p>LRC</p>	
<p>The Education and Career Support person at Northwest Community College is available to assist students to reach their educational goals. Services provided include:</p> <ul style="list-style-type: none"> ◆ One on One Support ◆ Workshops <ul style="list-style-type: none"> - Personal Development - Career Planning - Job Search Strategies ◆ Job Shadowing ◆ Work Experience Placements ◆ Connection to Other Community Services ◆ Research Information <ul style="list-style-type: none"> - Career Planning - Personal Development - College/University Programs 	<p>The following tools allow you to obtain accurate information about your skills, interests, and personal attributes as they relate to occupational fields.</p> <p>Software Programs:</p> <ul style="list-style-type: none"> ◆ Bridges ◆ Choices <p>Houston has three tests for assessing aptitude, personality, and interests:</p> <ul style="list-style-type: none"> ◆ GATB ◆ Canadian Occupational Interest Inventory ◆ Strong Interest Inventory 	<p>Northwest Community College provides free internet access to the public, students, instructors and staff. The internet computers are located in the LRC (learning resource center) of Northwest Community College.</p> <p>Please check with the front desk regarding availability.</p> <p>NWCC Computer Rules</p> <ul style="list-style-type: none"> ◆ No Food & Drink ◆ No installation of Software ◆ No altering of computer settings ◆ No inappropriate access to internet sites ◆ No downloading of games <p>Please pick up a copy of the Computer Usage Rules and Legal Regulations from the front desk.</p>	<p>Northwest Community College's Eastern Region is served by a full time librarian, based in Smithers, and travelling to Houston on a rotational basis. The college libraries serve as an access point for information and draw from the main collection in Terrace, as well as from other post-secondary institutions in the province. Electronic databases are available from college library computers. These databases are maintained by the Electronic Library Network, which is a consortium of libraries in the province under the auspices of the Open Learning Agency. All college libraries are available to the public, students, faculty and staff. Remote access to the college library catalogue is available through:</p> <ul style="list-style-type: none"> ◆ Datapac – 651000028 ◆ Telnet – noradm.nwcc.bc.ca ◆ Internet – www.nwcc.bc.ca <p>The username for all methods is NWCAT</p>	

Prior Learning Assessment (PLA)	PLA Continued	Students with Disabilities	Student Success												
<p>Knowledge acquired through prior life experiences could be valuable in pursuing your educational and career goals. At Northwest Community College we offer the opportunity for flexible assessment of prior experiences. In this way you may be able to acquire credit for a course or program at Northwest Community College based on your previous experience.</p> <p>What Qualifies for PLA?</p> <ul style="list-style-type: none"> ◆ Work Experience ◆ Volunteer Work ◆ On-the-job Training ◆ Independent Study ◆ Hobbies ◆ Community Activities 	<p>How is PLA Assessed?</p> <ul style="list-style-type: none"> ◆ Challenge a NWCC course ◆ Equivalency from another institution ◆ Evaluation of Training ◆ Transfer of formal course credits ◆ Providing evidence of your learning <p>PLA may help you reach your educational goals sooner. Students may be able to reduce their course load and the cost of their education. Successful course achievement through PLA will be recognised on your transcripts.</p> <p>Please note: If English is your second language, an English test may be required.</p>	<p>A range of services and/or equipment is available to aid students with disabilities who desire to pursue their education. If you require assistance to attend the College, please contact us at 845-7266 to make arrangements with Elizabeth Snyder.</p> <p>If you wish to speak to Elizabeth directly, you may call her at 250-635-6511 local 5237. If possible, please let Elizabeth know your requirements at least four weeks in advance of the course. This will allow time to organize the assistance you may need.</p>	<p>We appreciate that at times you may have difficulty with a course or a program, so Northwest Community College has services in place to assist you. These include:</p> <ul style="list-style-type: none"> ◆ Peer Tutoring ◆ Computer Tutoring ◆ Personal Counselling ◆ Study Skills Seminars 												
Distributed Learning	Room Rental	Registration	GED Dates												
<p>Do you wish to learn from the privacy of your home? Distributed learning may be for you. Come talk with an educational advisor to see what options are available to you.</p> <p>Northwest Community College provides access to our computer lab for members of the community who are taking courses by distance education or through the internet.</p> <p>Should you need to use software applications to complete assignments or simply download your assignments from the Internet, this service is invaluable.</p> <p>Cost: \$35 per semester</p> <p>Days: Mon 1:00 pm – 4:00 pm 6:00 pm – 8:30 pm Wed 8:30 am – 12:00 pm 6:00 pm – 8:30 pm Thurs 8:30 am – 12:00 pm</p> <p>Please contact 845-7266 for further information.</p>	<p>Rooms Available:</p> <ul style="list-style-type: none"> ◆ Classroom 1 (Computer Lab) ◆ Classroom 2 ◆ Classroom 3 ◆ Classroom 4 ◆ Teleconference Room (10 people) ◆ LRC (Library) <p>Room Rates:</p> <ul style="list-style-type: none"> ◆ \$25 half day rental (1 – 4 Hours) ◆ \$50 full day rental (5 – 8 Hours) <p><small>Fee waived for non-profit groups</small></p> <p>Computer Lab Rates:</p> <ul style="list-style-type: none"> ◆ \$500 for 18 computers ◆ \$350 for 10 computers plus \$25 for each additional computer after 10 <p><i>Please note there may be extra fees if special software needs to be installed.</i></p> <p>Please contact Dawn Potvin - 845-5902</p>	<p>To register for a course at NWCC you can:</p> <ul style="list-style-type: none"> ◆ Telephone (please have the registration information ready before calling), ◆ Come into the college and register in person, or ◆ Mail or fax the completed registration form to: <p>Northwest Community College Box 1277 Houston, BC V0J 1Z0 Phone: 250-845-7266 Fax: 250-845-3521</p> <p>NWCC accepts: Cash, Visa, MasterCard, Cheques, Money Orders, Interac, or PO's.</p> <p>If registering by phone or fax, please use your Visa or MasterCard number.</p>	<table border="1"> <thead> <tr> <th>Testing Date (2000)</th> <th>Cut-Off Date</th> </tr> </thead> <tbody> <tr> <td>January 14 & 15</td> <td>December 17</td> </tr> <tr> <td>March 3 & 4</td> <td>February 4</td> </tr> <tr> <td>April 28 & 29</td> <td>March 31</td> </tr> <tr> <td>June 2 & 3</td> <td>May 5</td> </tr> <tr> <td>July 14 & 15**</td> <td>June 16</td> </tr> </tbody> </table> <p>First Time Testing Fee \$45. First time writers are required to write all 5 GED tests.</p> <p>** In Terrace Only</p>	Testing Date (2000)	Cut-Off Date	January 14 & 15	December 17	March 3 & 4	February 4	April 28 & 29	March 31	June 2 & 3	May 5	July 14 & 15**	June 16
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Houston Link to Learning

The Houston Link to Learning is a community literacy group and a partner in the Learning Centre.

If you are an adult needing help in reading and writing, or some other course material, we will try to provide a tutor for you.

We supply one-on-one tutor services to adult learners at a variety of levels. All tutoring is free and confidential.



- ◆ Help for Adult Learners
- ◆ One-on-One Tutoring
- ◆ You choose what you learn
- ◆ You choose when you learn

We need volunteer tutors in a variety of subjects and levels.

If you are wondering about your area of knowledge, give us a call.

All volunteer tutors are trained.

For more information please call 845-2727

Introduction to the Internet

If you're still nodding politely when conversations turn to Email, web pages and search engines – sign up for this course. You will learn how to get on the Internet and how to find what you are interested in. This course is offered **FREE** of charge by Houston Link to Learning.

February 8, 2000
Tuesday
7:30 pm – 9:30 pm

FREE
Houston Link to Learning



Super Basic Computers

If you are scared to death of computers, computer-shy, or are unable to get near one because your kids are always on it, this course is for you. You will have fun with a mouse, play on a keyboard, learn some terms, and be ready for the basic computer courses offered by the Morice Community Skills Centre. This 4-hour course is offered for free by Houston Link to Learning.

January 25 & 27, 2000
Tuesday & Thursday
7:30 pm – 9:30 pm
FREE
Houston Link to Learning



Houston Storefront School

Focus:

Houston Storefront School clients are 16 years of age or older and have not yet received a secondary school graduation certificate. Students are registered in School District #54 or are sponsored by Northwest Community College for academic upgrading.

Programs:

Houston Storefront School offers grade 9 – 12 courses that are regular high school courses. Currently students can earn credits for grades 9 – 11. Courses are being developed to enable students to obtain all graduating credits at the Storefront. Students work on self-paced programs and attend flexible hours.

Courses

English 9	Math 9
English 10	Math 10
English 11	Math 11
English 12	Math 9A
Communications 11	Math 10A
Communications 12	Math 11A
Food Preparation 11	Intro. Math 11
Food Preparation 12	Forestry 11
Law 12	History 12
Science 9	Accounting 11
Science 10	Accounting 12
Earth Science 11	
Social Studies 9	
Social Studies 10	
Social Studies 11	
Data Processing 11	
Consumer Ed. 12	
Geography 12	

Referrals


Students wishing to attend Houston Storefront School must apply in writing. **Brochures and application forms are available on-site or at Northwest Community College.** There is limited space in this program and students should be aware that they may be placed on a wait list.

If you have any questions, or for more information please contact **Ross Acree** (instructor) or **Hilda Capak** (Human Services Worker) at **250-845-7800**

Office Hours:

Monday – Friday
8:30 am – 4:00 pm



<h3>Career & College Preparation</h3>	<h3>What is Available</h3>	<h3>English As A Second Language</h3>	<h3>Our Website</h3>								
<p>Courses in the Career and College Preparation (CCP) Program enable people to acquire basic language and numerical skills, to complete a secondary school education equivalent, or to complete course prerequisites for college programs. Courses prepare students for admission to vocational and technical training programs or increase the opportunities for employment.</p> <p>Getting More Information Make an appointment to see the Educational Advisor, by phoning the College. The Advisor will ask questions about your educational goals and help determine the courses you need. Usually, there will be an assessment of your present skills to find the place where you should begin. The Advisor can also tell you the dates, times, costs, as well as registration procedure.</p>	<ul style="list-style-type: none"> • Literacy – beginning to read, write and use numbers; • Basic English and arithmetic skill development • English language skills for speakers of other languages; • Math, English, and science courses to grade 12 level; • Computer studies to the grade 11 level • Math, English and computer selected topics (related to students' needs); • GED test preparation; • Intermediate, advanced, and provincial diploma courses; • Instructor support for correspondence courses. 	<p>This course will help students to improve their reading, writing, listening, and speaking skills. The course offers help with English for daily life skills and in the work place. Classes are offered at different times to allow students who are on shift work to attend.</p> <p>Students work at their own pace in basic to intermediate levels.</p> <p>Mon/Wed/Thurs 9:00 am – 11:30 am 6:30 pm – 9:00 pm</p>	 <p>WWW.NWCC.BC.CA</p>								
<h3>How & When</h3>	<h3>Register</h3>	<h3>Office Hours</h3>	<h3>Refund Policy Continuing Education</h3>								
<p>How the Courses Run Students may start any of the courses during the college year from September to June. In many of the courses, students work on their own in the classroom. They complete the course materials at their own pace. Attendance is full-time or part-time. Some courses are also available in a lecture, lab, and tutorial format. The instructor leads and guides the students at a set pace.</p> <p>Houston CCP Hours:</p> <table border="0"> <tr> <td>Monday</td> <td>8:30 am – 2:30 pm AND 6:00 pm – 8:30 pm</td> </tr> <tr> <td>Tuesday</td> <td>8:30 am – 2:30 pm</td> </tr> <tr> <td>Wednesday</td> <td>8:30 am – 2:30 pm AND 6:00 pm – 8:30 pm</td> </tr> <tr> <td>Thursday</td> <td>8:30 am – 2:30 pm</td> </tr> </table>	Monday	8:30 am – 2:30 pm AND 6:00 pm – 8:30 pm	Tuesday	8:30 am – 2:30 pm	Wednesday	8:30 am – 2:30 pm AND 6:00 pm – 8:30 pm	Thursday	8:30 am – 2:30 pm	<p><i>Classes fill up early and registrations are accepted on a "first come - first served" basis.</i></p> <p><i>Please Register early!</i></p> <p><i>Many courses have a Pre-payment deadline.</i></p>	<p><i>General Office Hours</i></p> <p><i>Monday – Friday</i></p> <p><i>8:30 am – 4:30 pm</i></p> <p>The office may also be open at other times; dependent on evening and weekend courses.</p>	<p>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.</p> <p>Withdrawal <u>three days</u> prior to class – 100% of fees.</p> <p>Withdrawal <u>less than three days</u> prior to class – NO REFUND.</p> <p>Special registration and refund policies ; apply to courses designated as NO REFUNDS. Refunds are made after the pre-registrations 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.</p>
Monday	8:30 am – 2:30 pm AND 6:00 pm – 8:30 pm										
Tuesday	8:30 am – 2:30 pm										
Wednesday	8:30 am – 2:30 pm AND 6:00 pm – 8:30 pm										
Thursday	8:30 am – 2:30 pm										

Special Education Assistant Program

Who is this For?

This Ministry approved certificate program focuses on developing the knowledge and skills of individuals currently working as assistants to children with special needs in the school district or those individuals seeking a qualifying certificate to seek employment in this area.

Why might I want to complete the SEA Certificate?

A recent graduate of the Special Assistant Program in Hazelton remarked at her graduation ceremony "The knowledge and skills we've learned in this program will make us great assets to the teachers and children we work with." (Sharon Mason)

What courses will I study?

The SEA Certificate consists of eight general courses focused on Child Development, Communication Skills, Understanding Children with Special needs, Health & Family.

Students complete four specialty courses focused on the work place knowledge and skills required in school districts.

Is this training mandated by the Provincial Government?

No, not at this time. This current training is the direct result of parents demanding a high quality professional to be working with their children in the school setting.

How will this program be delivered?

This program will begin in April 2000 and complete in 2.5 - 4 years. Classes will be presented in Smithers & Houston on alternating weeks with a local instructor. Courses will take place in the evenings and during Saturday workshops. Each course will be completed in nine weeks of classes plus three Saturday workshops.

Cost

Each course in the program costs \$395.00

You may be eligible for funding from student loans, your school district, union, employment opportunity centre or band.

There is also a book and supply cost associated with each course.

Remember these fees are tax deductible.

In Houston

Employment opportunities include working as a daycare or preschool teacher, teachers assistant or youth care worker.

For a schedule of the upcoming courses or to receive an admissions package for the program contact Terri Stewart at 845-5904.

Training Seats

The SEA program will carry a maximum enrollment of 24 students and a minimum enrollment of 20 students.

If you are committed to acquiring this certificate please indicate your commitment by seeking admission into this program and registering for the Spring session by February 25, 2000. Please contact **Terri Stewart** at 845-7266 local 5904.

To contact the SEA coordinator please contact: **Rosemarie Goodwin** at (250) 635-5419 or call your local campus and as for local 5419.

Email: rgoodwin@noradm.nwcc.bc.ca

Special Education Assistant Program (Houston/Smithers)

DELIVERY SCHEDULE

DATE	SCHEDULE I - 2 Years (with 2 summer institutes)	SCHEDULE II - 4 Years (no summer institutes)
Spring 2000	IHS 115 Families and ECE Programs I	IHS 115 Families
Summer Institute (3 weeks in July)	IHS 104 Health, Safety, & Nutrition ISH 112 Interpersonal Communication	
Fall 2000 (Sept. - Nov.)	IHS 121 Child & Adolescent Development I	IHS 121 Child & Adolescent Development I
Winter 2001 (Jan - March)	IHS 122 Child & Adolescent Development II	IHS 122 Child & Adolescent Development II
Spring 2001 (April - June)	IHS 117 Working with Children Requiring Extra Support	ISH 112 Interpersonal Communication or Engl. 151
Summer Institute (3 weeks in July)	IHS 114 Augmentative Communication IHS 154 Foundations in Education (SEA Speciality Course)	
Fall 2001 (Sept. - Dec.)	IHS 155 Teaching & Learning I IHS 157 Practicum I	IHS 104 Health, Safety & Nutrition FAID 140 First Aid
Winter 2002 (Jan - March)	IHS 107 Curriculum & Planning FAID 140 First Aid	IHS 117 Working with Children Requiring Extra Support
Spring 2002 (April - June)	IHS 156 Teaching & Learning II IHS 158 Practicum II	IHS 154 Foundations in Education (SEA Speciality Course)
Fall 2002		IHS 114 Augmentative Communication
Winter 2003		IHS 155 Teaching & Learning I
Spring 2003		IHS 157 Practicum I
Fall 2003		IHS 107 Curriculum and Planning
Winter 2004		IHS 156 Teaching & Learning II
Spring 2004		IHS 158-Practicum II

NWCC

EXTENSION PROGRAMS

<h3 style="text-align: center;">Small Engine Repair</h3>	<h3 style="text-align: center;">Professional Truck Driving</h3>	<h3 style="text-align: center;">Professional Cook & Camp Cook Training</h3>	<h3 style="text-align: center;">Certified Farrier Program</h3>	N W C C
<p>This is an introductory course for people who own or operate small machinery powered by two and four stroke engines. The course consists of classroom theory and practical hands-on in a shop setting with students bringing their own engines for tear-down, inspection, and repair. Upon successful completion participants will receive a NWCC certificate.</p> <p>2 weeks Monday – Friday 6:00 pm – 10:00 pm \$400 J. Lombardi Holdings, Ltd.</p> <p>Please register your interest for this course. Training dates will be established when minimum enrollment is achieved.</p>	<p>This course is set-up as a modularized program that can be taken to fit your schedule. Students will be able to apply the theory and basic skills by practising on a truck in a real work environment. Course covers describing professional driving, protection road hazards, vehicle inspection, emergency maneuvers, engine and truck maintenance, cargo distribution and driving loaded. Students must be 19 years of age, have a clear driving abstract, a valid airbrakes endorsement and a class 1 learners permit. Students will receive 35 hours of training on a logging, gravel or low bed truck.</p> <p>Location: Smithers, Popular Place Dates: Three weeks notice to coordinate training and schedule a truck Cost: \$3500.00</p>	<p>NWCC is offering a provincially recognized Cook Training Program teaching the fundamentals of food preparation and theory. This course has been upgraded to include a Level I certificate and a camp cooking certificate. The material will equip the graduate with the knowledge to work in remote camps such as mining, logging, forestry or exploration camps. This course is 18 weeks in length, including a 3 week work practicum. The participant can also use this course as their first step to becoming a professional chef.</p> <p>Location: Smithers, Popular Place Dates: October 2000 Times: Monday – Friday 8:30 am – 3:30 pm</p> <p>Register your interest by calling Terri Stewart at 845-5904</p>	<p>NWCC is still working at offering the Certified Farrier Program for the fall of 2000. This 18 week program will include the basic and intermediate levels and a one week entrepreneurial course on how to start your own business.</p> <p>Being physically fit, having strong knees and a healthy back are requirements to having a successful career as a farrier.</p> <p>Students who complete both levels will be eligible to write the American Farriers Association test to be certified as farriers in Canada.</p> <p>Dates: November 2000 – March 2001 Location: Smithers, Popular Place Tuition Cost: \$3500.00 Personal Equipment: \$800.00 Textbooks: \$275.00 Tuition could vary depending on</p>	
<h3 style="text-align: center;">Level C & B Welding Training</h3>	<h3 style="text-align: center;">Level C & B Welding Training</h3>	<h3 style="text-align: center;">Introductory Welding</h3>	<h3 style="text-align: center;">Steel Fabricator/Welder Fitter</h3>	T R A D E S
<p>The welding training will now be combined with students pursuing the Level C or B welding tickets. Program is self paced and modularized. Level C Content:</p> <ul style="list-style-type: none"> • Gas Cutting • Gas Welding • Braze Welding • Shielded Metal Arc welding I and • Flux Core Arc Welding <p>To become a C or B certified welder a person must complete training and a welding apprenticeship to equal 12 months. Previous experience does count.</p> <p>Location: Smithers, Popular Place Dates: April 10 – June 30, 2000 Cost: \$3500.00 for a 12 week session \$175.00 textbooks \$25.00 registration fee</p>	<p style="text-align: center;">Level B Content</p> <ul style="list-style-type: none"> • Shielded Metal Arc Welding II • Gas Metal Arc Welding II • Welding Quality and Inspection • Coded standards and specifications • Blueprint Reading and Metallurgy • Aluminum Welding • Pipe Welding <p>Students will have to demonstrate competence in all welding positions. To complete the Level B Program takes approximately 12 weeks, depending on welding experience. Student must have proof of the Level C Welding training to take the Level B.</p> <p>Dates and Costs are the same as the Level C</p>	<p>This course has been set up for the beginner welder who wants to learn more welding for the home or farm.</p> <p>Topics covered:</p> <p style="padding-left: 20px;"><u>Oxy Acetylene Welding</u> Safety Setting up equipment Cutting plate, pipe and structural shapes</p> <p style="padding-left: 20px;"><u>Shielded Metal Arc Welding</u> Safety Set up equipment Various types of electrodes Welding in flat, vertical and horizontal positions</p> <p>Location: Smithers, Popular Place Cost: \$675.00 (62 hours) Students will enter the program when a seat becomes available. Dates of training will correspond with Level C welding.</p>	<p>NWCC is trying to determine if there is an interest to run a Steel Fabricator/Welder Fitter Program in Houston or Smithers.</p> <p>This program will provide students with the basic skills and knowledge needed in the metal fabrication industry. With a Level C welding ticket and a fabrication certificate a person becomes more employable, has better job security and often wages are improved. You learn not only how to fix it, but how to build it. A student should have completed the Level C Welding training or possess proven welding experience to enter the program. Good math skills are required.</p> <p>Duration: 12 weeks Location: Houston or Smithers Cost: \$3500.00</p> <p>Register your interest with Terri Stewart at 845-5904</p>	

Heavy Equipment Operator Training

Modularized Excavator Operator and Backhoe/Loader Operator courses are available to fit the students schedule starting late April 2000. This program will teach the skills and knowledge to be an entry level operator. Course content covers:

- safety procedures
- equipment systems
- site preparation
- preventative maintenance
- check grades
- installation of culverts
- identification of road building stages
- road reclamation and environmental codes



Offered in Smithers at Popular Place

Dates: April and May 2000
Days: Monday - Friday

Program Length"
3-4 weeks depending on ability

Cost: TBA

Employment opportunities include working in construction, forestry and/or in the excavating business.

3 weeks are required to coordinate equipment.

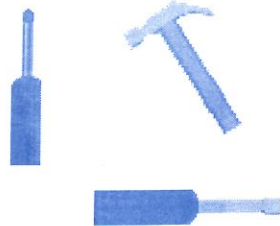
Register your interest with Terri Stewart at 845-5904.

Carpentry Training

NWCC is looking at running it's 2nd Carpentry Training Program for the fall of 2000. This entry level program consists of the common, occupational and specialized components of the trades training program. The purpose of this program is to give students carpentry experience in a shop and work environment. The practical experience will include renovating a house from top to bottom.

Topics Include:

- ⇒ Hand measurement and power tools
- ⇒ Use of shop equipment
- ⇒ Read and interpret drawings
- ⇒ Stair and Roof construction
- ⇒ Basic cabinet work
- ⇒ Framing doors, windows, walls and roofs
- ⇒ Installing drywall
- ⇒ Building concrete foundations
- ⇒ Finishing details



Location: Smithers, Popular Place
Dates: Fall 2000 - dependent on enrollment

Length: 27 weeks
Cost: TBA

To register your interest contact Terri Stewart at 845-5904.

Occupational First Aid Level I

Workers' Compensation Board regulations require two Level I first aid attendants on job sites which employ one to ten employees. Certificates achieved are valid for two years upon successful completion.

This course includes CPR, obstructed airway management, care for the unconscious patients and control of deadly bleeding. Participants must be 16 years of age. **The Worker's Compensation Board requires students in the course to provide two pieces of identification prior to certification.** For OFA Level I, students must bring ID to class since certifications are awarded at the end of the day. Check with your college to determine which forms of ID are acceptable to WCB.

Level I & III Course Dates

Level I - 4 separate courses

**January 22, March 25,
May 13, June 10**
Saturday
8:30 am - 4:30 pm
\$85.00

Level III

5 week course
Jan 31 - March 4
Mon & Wed 6:00 pm - 10:00 pm
Saturday 8:30 am - 4:30 pm
\$595

2 week courses
#1 March 27 - April 7
#2 May 29 - June 9

Monday - Friday
8:30 am - 4:30 pm
\$595

Occupational First Aid Level III

Participants learn the theory and practical skills of basic life support. Occupational First Aid - Level III includes CPR, obstructed airway management, assisted breathing techniques, care for the unconscious patient, deadly bleeding control, application of hard collars and transportation techniques. Participants are given practical training in patient assessment and appropriate treatment. Upon successful completion, students are awarded a WCB certificate valid for two years.

Students must bring a pocket mask to class. Students must also arrange a day off in the week following the course for the WCB examination.

The Worker's Compensation Board requires students in the course to provide two pieces of identification

Transportation Endorsement

This course is designed to prepare Occupational First Aid Attendants, Level I, with the skills and knowledge needed to move and transport injured/ill workers to medical aid. Topics covered are patient handling and lifting techniques, spineboard and basket stretcher immobilization techniques, patient assessment and treatment during transport, transportation vehicles, aircraft transportation and applied first aid regulations.

4 separate courses

**January 23, March 26,
May 14, June 11**
Sunday
8:30 am - 4:30 pm
\$85

Art Therapy	Healing Touch	Homeopathy	Plant Medicine
<p>Participants in this workshop will be introduced to the art process as a tool for self-discovery. Starting with directed art activities, participants will be lead step-by-step into individual spontaneous work. Through the workshop, participants will gain an appreciation of the uniqueness of each individual's symbolic language, and an understanding of the many ways in which the spontaneous art process can lead to personal insight and understanding.</p> <p>March 8 & 9, 2000 Wednesday & Thursday 6:30 pm - 9:30 pm \$68 Plus GST Ruth Murdoch, B.A., DVATI</p> <p>Payment Deadline: March 1, 2000</p>	<p>Healing touch is a multi-leveled program in energy based therapies derived from the multi-cultured ancient art of hands-on healing. It works with the energy of body to induce deep relaxation and promote self-healing. People of all ages with a variety of health concerns, both acute and chronic, have benefited from these safe, gentle, non-invasive therapies. Level I is 15 or more hours of instruction that allows persons with varying backgrounds to enter, acknowledge their previous learning and further develop concepts and skills in energy based therapy.</p> <p>February 18, 19, & 20, 2000 Fri - Sun Fri - 7 - 9 pm Sat & Sun 9 am - 6 pm \$210 Plus GST Brenda Anderson, BSN, CHTI</p> <p>Payment Deadline: February 11, 2000</p>	<p>Homeopathy is an opportunity for true and conscious healing of physical, emotional and psychological illness and disorder. Participate in discussion surrounding the philosophy of homeopathy including the process of illness and the process of healing and how homeopathic substances or medicines can affect the healing process.</p> <p>March 4, 2000 Saturday 9:00 am - 12:00 pm \$35 Plus GST Jean Christian, D. Hom., M.H.</p> <p>Payment Deadline: March 1, 2000</p>	<p>Discover local, traditional medicinal plants. As you walk through field and forest, you will gather plants for later preparation into traditional medicines. An evening class is devoted to the theory and philosophy of plant medicines, while the Saturday session is spent collecting plants, then preparing them several plant medicines. Jean Christian is a master herbologist and has a diploma in homeopathic medicine. She will share her years of experience to help you gain insight into the world of naturally available plant medicines. Bring a gathering basket and a lunch.</p> <p>June 10, 2000 Saturday 9:30 am - 4:00 pm \$54 Plus GST Jean Christian, D. Hom., M.H.</p> <p>Payment Deadline: June 3, 2000</p>
Foodsafe Level I	Foodsafe Level II	Unlocking the Mystery of Menopause	Stop Smoking
<p>Learn safe food-handling practices recommended by the Ministry of Health. This course is suitable for anyone involved in food handling and preparation. Topics covered include food-borne pathogens, hygiene, safe serving and dispensing techniques, and proper clean-up methods. A certificate will be issued upon successful completion.</p> <p>February 7,8, & 9, 2000 Monday & Tuesday 6:30 pm - 10:30 pm Wednesday 6:30 pm - 9:30 pm \$125.00 Plus Text Shiranthini Hensman</p> <p>Payment deadline: February 1, 2000</p>	<p>Level 2 is usually offered in two four to five hour sessions with several days in between. It includes: review of Level 1 principles; design and maintenance of a foodservice establishment; pest control procedures; managing sanitary practices; an introduction to the Hazard Analysis Critical Control Point (HACCP) System.</p> <p>February 19 & 21, 2000 Saturday 9:00 am - 3:00 pm Monday 8:00 am - 2:00 pm \$125.00 Plus Text Dick Roseburgh</p> <p>Payment deadline: February 11, 2000</p>	<p>You're invited to meet other women who are going through various stages of menopause and participate in discussion groups. You will learn about things such as: hot flashes, mood swings, anxiety attacks, various natural and synthetic hormones, treatments, health issues, osteoporosis, and relationship dynamics. Discover the many choices you have during this phase in your life. Become an empowered woman by learning a variety of ways to protect your body and promote mental well being through all stages of menopause.</p> <p>March 13 & 15, 2000 Monday & Wednesday 6:30 pm - 9:30 pm \$46 plus GST Donna West</p> <p>Payment deadline: March 6, 2000</p>	<p>Practical guidance to help you to quit smoking. Understand why you smoke and discover triggers that cause you to light up. Receive assistance to prepare mentally and physically with a countdown to quit day. Also receive directions on how to deal with a relapse. There will be discussion groups each evening and opportunities for you to make contacts with each other, so you have someone to call when the urge hits you.</p> <p>February 8 - 29, 2000 Tuesdays 7:00 pm - 9:30 pm \$60 plus GST Donna West</p> <p>Payment deadline: February 1, 2000</p>

Airbrakes	Airbrakes Course Dates
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The aim of this course is to prepare drivers for written and practical tests on the operation and maintenance of airbrake systems for either on-highway or off-highway vehicles. Participants will be given proof of course attendance and practical examination by the instructor. The Motor Vehicle Branch written test must be taken within 30 days of course completion. Successful completion will result in the addition of an airbrakes endorsement to your driver's license. Participants must have a valid driver's license at the time of the course.

NOTE: Although there is no age restriction to obtain an airbrake endorsement, individuals must be at least 16 years of age to obtain a class 5 license, 18 to obtain a class 3 license and 19 to obtain a class 1 or class 4 license.

Course 1
 February 7 - 12, 2000
 6:30 - 10:30 pm
 Saturday 8:00 am - 5:00 pm
 \$180.00 plus Text
Judy Daye/BV Driving School

Payment Deadline: February 1, 2000

Course 2
 March 13 - 18, 2000
 6:30 - 10:30 pm
 Saturday 8:00 am - 5:00 pm
 \$180.00 plus Text
Judy Daye/BV Driving School

Payment Deadline: March 6, 2000

Traffic Control Flagging (Refresher)	Traffic Control Flagging
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This 4-hour refresher course is for those who hold a Northwest Community College Flagging Certificate with an expiry date no earlier than March 1997. Participants will be updated with new flagging requirements, discuss difficulties with previous flagging experiences and practice classroom flagging for positioning procedures. Upon completion of the verbal quiz and written exam, participants will receive a letter of competency valid for 3 years.

March 24, 2000
 Friday
 3:00 pm - 7:00 pm
 \$60.00
Sandra Boheleber

Payment Deadline: March 17, 2000

This certification is for those monitoring, controlling and directing traffic in and around road maintenance and construction areas. Individuals who successfully complete this refresher course will receive letters of competency valid for 3 years.

NOTE: Occupational First Aid - Level I is recommended prior to taking this course

March 25 & 26, 2000
 Saturday & Sunday
 8:00 am - 5:00 pm
 \$125.00 Plus Text
Sandra Boheleber


Payment Deadline: March 17, 2000

Transportation of Dangerous Goods	WHMIS
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A 4 hour course directed at truck drivers who are transporting dangerous goods. This includes the Dangerous Goods Act, handling and filling out paperwork, what to do in the event of a spill, who to contact and more. Participants will receive a three-year certificate upon completion.

March 7, 2000
 Tuesday
 6:00 pm - 10:00 pm
 \$100 (includes textbook)
J. Lombardi Holdings


Payment Deadline: February 29, 2000



Learn how to recognize warning symbols and health risks associated with hazardous products in the workplace. Learn how to interpret the information provided in MSDS (Material Safety Data Sheets) for safe handling and the appropriate protection required to handle such products. WCB certificate awarded upon successful completion.

March 8, 2000
 Wednesday
 6:00 pm - 10:00 pm
 \$55 plus text
J. Lombardi Holdings

Payment Deadline: March 1, 2000



NWCC Can Arrange Business Training For You!	
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NWCC can respond to your training needs any time of the year. If you don't see a course offered, please phone and ask.

We have trained staff who can research your training needs and then program the necessary courses.


The number of people required for a course varies according to what you feel is viable for you, the cost of the course, and the cost of the instructor. To keep training at a reasonable cost, your business can be combined with organizations that have the same training needs.


Training can be offered at the college or it can also be offered on site.

Call Rosalinde Moeliker or Terri Stewart for further information.


- Examples of courses that can be coordinated and customized for your organization include:
- WCB Worksafe Courses
 - Health & Safety Committee
 - Workplace Violence Prevention
 - Investigating & Controlling Sprains & Strains
 - Occupational Health & Safety for Small Business
 - Supervisory Safety Management
 - First Aid
 - Foodsafe
 - Computer Lab Rental
 - Business Writing Skills
 - Public Speaking
 - Equipment Operator
 - Marketing Skills
 - And many more!

NWCC VOCATIONAL

C.O.R.E.	Firearms Safety Non - Restricted
<p>Successful completion of the Conservation and Outdoor Recreation Education course is mandatory for all residents applying for their hunting license. The course contains interesting information about outdoor survival, hunter safety, wildlife, gun handling and first aid. Participants must be 10 years of age or older to register for this course.</p> <p>April 1, 2, 3, 2000 Sat, Sun, Mon 8:00 am - 5:00 pm Sat & Sun 6:30 pm - 9:30 pm, Mon \$159.00 Frank McDonald</p> <p>Testing Date Tuesday April 4 6:30 - 9:30 pm</p> <p>Payment Date: March 25, 2000</p>	<p>To acquire firearms in Canada, you need a Firearms Acquisition Certificate (FAC), also known as a Possession Acquisition Licence (PAL). A federal law requires that when you apply for an FAC you must prove that you have successfully completed a course or test in the safe handling and use of firearms, and the laws relating to them. Successful completion of this course in both the written and practical field will enable you to submit your application for a non-restricted FAC.</p> <p>April 8 & 9, 2000 Saturday & Sunday 8:00 am - 5:00 pm Cost: \$150.00 Steve May</p>  <p>Payment Date: March 31, 2000</p>

Bear Encounter Survival	
<p>This course is a one-day classroom presentation that is designed to provide participants with information on how to react during a bear encounter and how to ward off an attacking bear. The primary defense strategies in the material relate to pepper-spray use against bears, but the instructor will answer any other questions as well. Individual organizations represented will receive a signed and dated participant list that serves as proof for employee bear safety training as required by the Workers Compensation Board. Gary has over 30 years of experience in dealing with bears and continuous research by interviewing bear attack victims is the basis for this course. This course was enthusiastically received last year and would be of value to any person who enters bear country for work or recreation.</p>	<p>May 4, 2000 Thursday 8:30 am - 4:30 pm Cost: \$98.00 Shelton Contracting</p> <p>Payment Date: April 27, 2000</p> 

Boat Safety	Boat Safety Challenge Exam
<p>Boat Safety - Pleasure Craft Operator Card</p> <p>The Pleasure Craft Operator Card is a new initiative by the Canadian Coast Guard to increase the average level of boater knowledge. The aim is to increase boater pleasure as well as cut down on the number of Search & Rescue incidents, and hopefully, reduce the average of 200 watercraft related deaths a year in Canada.</p> <p>The requirement of issuance of the PCOC is that the person demonstrate basic safe boating knowledge. This can be done by taking a Coast Guard Accredited Boating Safety Course, passing the challenge examination, or providing proof of having taken a Boating Safety course before April 1, 1999.</p>	<p>The card will be required to operate any powered vessel. This would include personal watercraft and sailboats with an auxiliary engine as well as all power boats and skiffs of any size. As with an automobile licence, you must carry the PCOC with you when operating a power driven vessel.</p> <p>Test Dates: Jan 26, Feb 23, Mar 29, Apr 26, May 31 Wednesday 7:00 pm - 9:00 pm Cost: \$25.00</p> <p>Payment Deadline: One week prior</p>

Boat Pro	Power Squadron
<p>This is a one day course which will cover boat operation, mandatory equipment requirements, anchoring and navigational aids. Upon completion of the course participants will write the test necessary for the Pleasure Craft Operator Card.</p> <p>April 1, 2000 Saturday 9:00 am - 5:00 pm \$99.00 Burns Lake Power Squadron</p> <p>Payment Deadline: March 25, 2000</p> 	<p>This course provides a general introduction to the safe handling of boats of all types, and is the pre-requisite to all advanced courses. Once successfully completed, membership in CPS is available to the applicant. Material covered includes: types of boats, boat handling, government regulations, nautical charts, aids to navigation, rules of the road, elementary chart plotting and calculations, the compass, bearings and fixes, safety considerations & equipment, lines and knots, anchoring, weather, canals, locks, and boating courtesy and customs.</p> <p>January 4 - April 4, 2000 Tuesdays 7:00 pm - 9:00 pm \$250.00 Burns Lake Power Squadron</p> <p>Payment Deadline: December 23, 1999</p>

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Garden Design	Gardening With Children	Bath Oils	Fly-Tying (Lakes)
<p>Let your imagination come to life in the garden. Learn basic design techniques that will allow you to create a beautiful garden. This 16-hour course includes Introductory horticulture information that will be included in your design. Come plan out your next summer project. Drawing skill is NOT required! Participants are requested to bring pens, pencils and pencil crayons. Design paper will be provided.</p> <p>March 29 – May 17, 2000 Wednesday 7:00 pm – 9:00 pm Cost: \$83.00 Plus GST Tanya Margerm, Landscape Architect</p> <p>Payment Date: March 22, 2000</p>	<p>A guide to fun, safe gardening with children. This 3-hour course will include an introduction to non-poisonous plants that are successful in the garden. Project ideas for children of all ages and capabilities. Upon completion of this course you will have plenty of ideas to garden with your children all summer long.</p> <p>May 13, 2000 Saturday 1:00 pm – 4:00 pm Cost: \$27.00 Plus GST Tanya Margerm, Landscape Architect</p> <p>Payment Date: May 5, 2000</p>	<p>Do you enjoy soaking in the tub? Learn how to create your own luxurious bath oil. It is inexpensive and easy to do. This three hour course will include both a theory and a practical component. At the end of the course, you will know how to mix your own oils as well as go home with one of your creations.</p> <p>The cost of the course includes supplies.</p> <p>March 1, 2000 Wednesday 6:30 pm – 9:30 pm Cost: \$25.00 Plus GST RM² Consulting & Distribution</p> <p>Payment Date: February 23, 2000</p>	<p>Are you interested in learning more about fly tying? Do you want to catch the big one? Let Tom share his experience and knowledge of trout biology with you. Patterns include, leech, chromindie, dragon flies (darnar and gomphus) shrimp, mayfly and the every deadly fry pattern. Topics covered in this one day course include, equipment, tools, materials, books, handouts. All materials and equipment are supplied, although if you have a vise or other equipment, please bring it. An outing to learn what has been taught can be arranged if the group desires.</p> <p>April 15, 2000 Saturday 8:00 am – 5:00 pm \$65 plus GST (includes all supplies & materials) TFB FLY TYING Payment Date: April 7, 2000</p>
Creating Alpine Planters	Hanging Baskets	Basic Hair Cutting	On-line Investing An Introduction
<p>The long time planter used in many botanical gardens is the alpine trough. This form of container gardening creates a miniature landscape within a rustic planter. Traditionally these small gardens featured rare perennial plants found in the alpine meadows of Europe. However, now a world of plants are available to the gardener to create an original container landscape.</p> <p>April 8 & 15, 2000 Saturday 12:00 pm – 3:00 pm Cost: \$46.00 Plus GST & Supplies Tanya Margerm, Landscape Architect</p> <p>Payment Date: March 30, 2000</p>	<p>Learn to create a hanging basket for your home in one afternoon. Learn basic horticultural information, plant composition and basket maintenance. Finally, take home your own creation that will be a beautiful part of your summer garden. Bring gardening gloves, all other supplies are included.</p> <p>May 6, 2000 Saturday 1:00 pm – 4:00 pm Cost: \$55.00 Plus GST Tanya Margerm, Landscape Architect</p> <p>Payment Date: April 28, 2000</p>	<p>The purpose of this course is to provide participants with an introduction to basic hair cutting. Participants will learn the steps to follow when cutting a uniform layered, a tapered, and a solid haircut. Other topics may include: trimming bangs, thinning hair, and the disadvantages and advantages of various coloring agents available on the market today. The course will include both lecture and practical components.</p> <p>Students will be responsible for their own supplies (scissors) and to bring a model for the practical components.</p> <p>January 25 – February 3, 2000 Tuesday & Thursday 7:00 pm – 9:00 pm Cost: \$50.00 Plus GST Fern Wilson</p> <p>Payment Date: Jan 18, 2000</p>	<p>If you would like to take a more "hands-on" approach to managing your own personal investments, then this seminar is for you. Not only will we explain some of the "language" associated with investing in the stock market and mutual funds, we'll show you how to access valuable research and information resources, to help you save time and money. Come see live demonstrations of how you can invest on-line using your personal computer and/or the internet.</p> <p>April 13, 1999 Thursday 7:00 pm – 9:00 pm FREE Royal Bank Action Direct Inc.</p>

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Understanding Your Serger

This introductory course will allow the participants to explore the in's and out's of their serger. There will be a detailed section describing the different parts of the machine as well as machine maintenance. Participants will learn about different threads and thread tension. Various stitching will be demonstrated and practiced, including: Securing ends, turning corners, edging curves, over-edging, over-locking, gathering, rolled hem, lace application, elastic application, narrow hem, blind hem, ribbing and many more. Be sure to bring your serger (including owner's manuals) and thread as well as extra needles. Practice material will be supplied for you.

February 15 - February 24, 2000
 Tuesday & Thursday
 7:00 pm - 9:00 pm
 Cost: \$45.00 Plus GST
Tracey Morris - Black Hills Ent.
Payment Date: February 8, 2000

Using Your Serger

After completing **Understanding Your Serger**, this course will apply all the skills you just learned. Create a project using your serger. Some examples to be made include: T-shirt, sweatshirt, fleece pullover.

Please note the early registration date to allow time to order materials.

March 7 - March 16, 2000
 Tuesday & Thursday
 7:00 pm - 9:00 pm
 Cost: \$45.00 Plus GST & Supplies
Tracey Morris - Black Hills Ent.
Payment Date: February 22, 2000

Introduction to Sewing

This introductory course will start with understanding your sewing machine. It will also cover the following topics: How to read patterns, how to cut patterns, basic seams, sewing your project together, setting sleeves, putting in zippers. Lastly, depending on time as well as the progression of the class, making button holes may be covered. Please bring your sewing machine, bobbins, thread, and material.

This class would complement the **Understanding Your Serger** course, since you cannot put in zippers or button holes with a serger.

April 12 - May 17, 2000
 Wednesday
 7:00 pm - 9:00 pm
 Cost: \$45.00 Plus GST & Supplies
Diana Norgaard
Payment Date: April 5, 2000

Thank You

Northwest Community College in Houston would like to extend a thank you to the following:

- All our students and participants who enroll in our courses.
- To all our instructors.
- CFBV and CJFW for advertising our programs and courses.
- The Chamber of Commerce for their ongoing support.
- Local Restaurants and businesses who display our tablecards and posters.
- School District #54 for their continued partnership.

Technical Writing For Business

Eng. 152 - Advanced Technical Writing II is the advanced development of English communications skills for careers and technical work settings. Applications include technical report writing, field notes, long technical reports, presentation skills, proposal writing and topics relevant to the professional work place.

Prerequisite: Eng. 151 or Equivalent

Date: TBA
 Days: TBA
 Time: TBA
 Cost: TBA

Please register your interest for this course by calling NWCC at 845-7266.

This course is ideal for anyone

Developing a Tourism Business

Thinking of starting a tourism business? Want to find out more about the industry, trends, marketing and product development?

Tourism is one of the fastest growing industries in the world and 'eco-tourism' is the fastest growing sector. The Bulkley Valley is rich in natural and cultural resources which currently attract tourists to the area, with the potential to attract many more. Opportunities exist for entrepreneurial individuals and groups to develop tourism businesses.

April 4 - 25, 2000
 Tuesday
 7:00 pm - 9:30 pm
 Cost: \$65.00 Plus GST
Andrea Kosalko
Payment Date: March 28, 2000

FBDB Bookkeeping

At the end of this course you will know how to set up and maintain a set of financial records for a small business; from performing all the bookkeeping functions and recording initial transactions to preparing financial statements.

This course is recommended and often a pre-requisite for those taking a computerized accounting course.

May 15 - June 14, 2000
 Monday & Wednesday
 6:30 pm - 9:30 pm
 Cost: \$188.00 Plus Text
Susan Leuenberger
Payment Date: May 8, 2000

University Credit

Northwest Community College offers a wide range of University Credit courses.

Some of the courses include:

- Anthropology 112
- Biology 102
- English 102
- English 152
- English 209
- Geography 160
- Psychology 102
- History 106
- Geography 204

Please call the Smithers Campus at 847-4461 for further information on these courses.

Please note that Eng. 152 will be offered in Houston - see top of this page.

2000

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**Tuition
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\$5.00

Good for \$5.00 reduction off the tuition of a Northwest Community Course from our Winter/Spring 2000 Calendar.

One coupon per person. Only one coupon may be used towards the tuition of a course. Expires June 30, 2000.

25th Anniversary

\$5.00

845-7266

\$5.00

Name: _____

Address: _____

Phone: _____

Course: _____

Your College In Your Community