

2007/2008

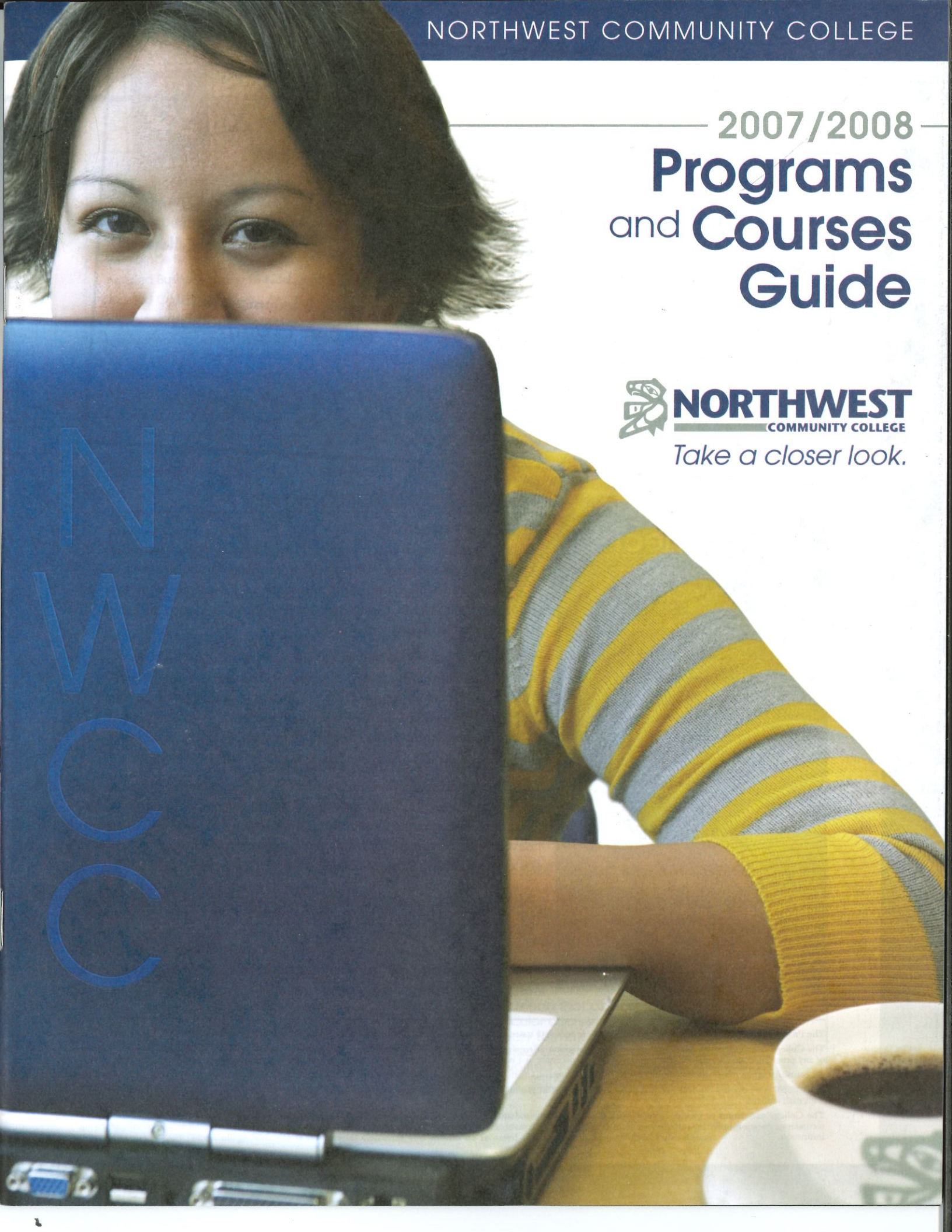
Programs
and Courses
Guide



NORTHWEST
COMMUNITY COLLEGE

Take a closer look.

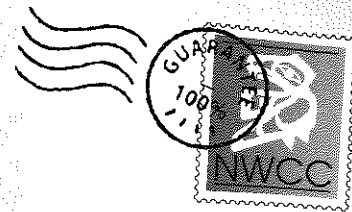
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Become a NWCC Student

Northwest Community College offers the education and training you want—with many advantages. This Program and Courses Guide will walk you through the process of becoming a successful student at NWCC. It includes descriptions of our programs and courses, their costs and admission requirements. The Admission Process section is a step-by-step guide about how to apply for admission, register in courses and pay your fees. An Application for Admission form is provided for your convenience.

Now is the time to enrol. Space is limited! Register early to get a seat in your desired program. Contact any NWCC campus or visit the Web site for more information and to learn how you can get the NWCC Advantage.



Northwest Community College
www.nwcc.bc.ca
 e-mail: info@nwcc.bc.ca
 Toll free: 1.877.277.2288

PROGRAMS IN DEVELOPMENT

NW Connect

NORTHWEST CONNECT - PUTS YOU IN CONTROL

Northwest Connect is quick, convenient access to:

- Class schedules
- Self-service student registration
- Easy-to-use online payment and deposit options
- Course offerings
- Wait-list management
- Account balance inquiry
- Transcript requests
- Transcript/Grad inquiry

Northwest Connect is accessed via the College Home Page. For assistance, please contact your local campus.

ELDERS IN RESIDENCE

Elders in Residence is a new program designed to integrate the knowledge and wisdom of First Nations Elders into Northwest Community College programs and services. First Nations Elders will enhance the College experience by providing guidance and traditional teachings to students, staff and faculty.

FIRST NATIONS ARTIST IN RESIDENCE — DIPLOMA

Beginning September 2007, the FNAR Diploma program will be offered at Terrace Campus. The Diploma program builds on the success of the First Nations Artist in Residence — Certificate program. See Page 19 for more information.

TOURISM AND HOSPITALITY PROGRAMS

Tourism and Hospitality are two of the fastest growing industries in BC with many employment opportunities for qualified professionals. To meet the growing demand for skilled workers, NWCC is currently developing certificate and diploma programs, customized to the needs of career-seeking students and industry employers.

Northwest Community College Gift Certificates

GIVE THE GIFT OF LEARNING

NWCC Gift Certificates are a great way to support the educational pursuits of family and friends. Certificates can be used toward the costs of all College programs, courses, and bookstore purchases.

NWCC Programs in Development	inside front cover	Electrical	24
Admission Requirements	2-3	Heavy Duty / Commercial Transport Repair Mechanic	24
Program Descriptions and Course Listings	4-35	Millwright (Industrial Mechanic).....	25
Adult Special Education - Workplace Skills Training	4	Outdoor Power Equipment Technician (Small Engine Repair)	25
Applied Business Support	5	Community-Based Program Delivery	25
Applied Coastal Ecology	6-7	Apprenticeship Training.....	26-27
Associate Degrees in Arts and Science	8, 28-30	Carpentry	26
Bachelor of Science in Nursing Northern Collaborative Baccalaureate Nursing Program	9	Electrical	26
Business Administration	10	Millwright (Industrial Mechanic)	26
Business Technology — Online	11	Residential Building Maintenance Worker	26
Career and College Prep (Adult Basic Education)	12-13	Welding and Welder / Fitter	27
Computer Technology	14	University Credit	28-34
Culinary Arts	15	Associate Degrees	28-31
Early Childhood Education	16	Associate of Arts	28
English As A Second Language	17	Associate of Science	28
Essential Skills for Work	17	Criminology Specialty - Associate of Arts Degree	30
First Nations Public Administration	18	Bachelor Degree Path	28
Freda Dising School of Art and Design	19	Program Laddering.....	31
First Nations Artist in Residence	19	Professional Development and Life-Long Learning.....	31
Home Support / Resident Care Attendant	20	UC courses	32-33
Practical Nursing	20-21	Kitlope Field School.....	34
Special Education Assistant	21	Continuing Education	35
Social Service Worker	22	Program Expenses.....	36
Trades Access	23	Admissions Process.....	37-41
Trades Programs.....	23-27	Student Support Services	42
Foundation Trades Training.....	23-25	Application for Admission	43
Automotive Repair Technician	23		
Carpentry	23		



HOW CAN WE BETTER SERVE YOUR BUSINESS OR ORGANIZATION?

NWCC also delivers training customized to the specific needs of your business or organization. If you identify an educational or training gap in your workplace or community, please contact us with your ideas and questions about how we can help.

Call your local campus or toll-free at 1.877.277.2288 and ask to speak to a Continuing Education coordinator.

ALTERNATIVE COURSE FORMATS



ONLINE



TELECONFERENCE

Watch for these icons throughout this guide. They mean that at least one offering of that particular course is available through alternate delivery formats, either over the internet with its virtual classrooms and discussions or networked via the telephone.

The Programs and Courses Guide is not intended to be a complete statement of all procedures, policies, rules and regulations at Northwest Community College. The College reserves the right to change or cancel any provision or requirement at any time. The College does not accept responsibility for the cancellation or discontinuation of any program, course or class of instruction that may be necessary as a result of an act of God, fire, labour issues, lack of funds or other similar causes. All course/program information including course/program content, length, prerequisites, start/end dates, postponements and/or cancellation is subject to change without notice. Educational Advisors and Student Services personnel may assist in planning programs, but the final responsibility for meeting the requirements for program completion rests with each student. The College endeavours to provide students with the most current and accurate educational advice available; however, because of the dynamic and complex nature of post-secondary education in BC, it is the responsibility of all students who are seeking transfer to other institutions to always verify the advice we offer them with the receiving institution.

Information contained in this Guide is subject to change and revision. While every effort is made to ensure that the content remains valid for the period covered, the student should recognize that changes may occur. The College Web site is the official Calendar and should be referred to for the most up-to-date information.

Admission Requirements

Program	Admission Requirements (BC High School Minimum)	Admission Requirements (Alternate Minimum)	Notes
Adult Special Education (Workplace Skills Training)	Open	Open	Students must have learning difficulties that prevent them from taking part in mainstream courses.
Applied Business Support	English 10 & Math 10 Essentials	English 030 & Math 0301/0302 or GED or successful completion of CAT III Assessment test	Many employers require Grade 12 completion.
Applied Coastal Ecology	Biology 11, Chemistry 11, English 12 & Principles of Math 11	Biology 040, Chemistry 040 or 0401/0402, English 050 & Math 0401/0402	
Automotive Repair Technician	English 10 & Math 10 Essentials, Principles or Applications	English 030 & Math 0301/0302 or G.E.D.	Many employers require Grade 12 completion.
Bachelor of Science in Nursing Northern Collaborative Baccalaureate Nursing Program	Biology 12, Chemistry 11, English 12, Principles of Math 11. Each prerequisite course must have a grade of C+ (65%) or above.	Students must also meet UNBC Admission requirements. See UNBC Web site www.unbc.ca	Priority Admission is granted to students who have the highest averaged GPA based on the four prerequisite courses or their equivalents. Self-identified Aboriginal applicants who meet or exceed the minimum requirements for admission will be given priority for up to 20% of 1st year seats.
Business Administration	Principles of Math 11 or Applications of Math 12 & English 12	English 050 or 055 & Math 0401/0402 or Math 041	
Business Technology - Online	English 10 & Math 10 Essentials	English 030 & Math 0301/0302 or GED or successful completion of CAT III Assessment test	Many employers require Grade 12 completion.
Career & College Preparation (ABE)	At least 18 years of age or have already earned Grade 12 graduation	17 years of age and out of public school for at least one year.	An assessment in Math and English is required.
Carpentry	English 10 & Math 10 Essentials, Principles or Applications	English 030 & Math 0301/0302 or G.E.D.	Many employers require Grade 12 completion.
Computer Technology	English 12 & Principles of Math 11. Computer skills (see Web site)	English 045 or 050 & Math 0401/0402. Computer skills.	Students continuing to Diploma program may require Math 12
Culinary Arts	English 10, Applications or Principles of Math 10, Food Safe Level 1 & Occupational First Aid 1	English 030 & Math 0301/0302	Many employers require Grade 12 completion.
Early Childhood Education	English 12 with Grade 12 recommended	English 045 or 050 or 055 or satisfactory performance or CAT III Assessment test	Minimum 45 hrs of satisfactory work or volunteer experience; two current letters of reference; Criminal Record Check.*
Electrical	English 10 & Math 10 Essentials, Principles or Applications	English 030 & Math 0301/0302	Many employers require Grade 12 completion.
English as a Second Language	Open	Open	No TEOFL score is required to enrol in ESL programs. Students complete an interview/assessment. Based on the results, they are placed in a class appropriate to their skills.
Essential Skills for Work - Fundamental		An assessment is required. Assess at English 020 & Fundamental Level in Computer Studies	
Essential Skills for Work - Intermediate	English 020 & CPST 020	Assess at English 030 & Intermediate Level in Computer Studies	

All prospective students must meet the College admission policy and specific admission requirements (prerequisites) for their selected program.

Note: Program admission requirements are subject to change. Check www.nwcc.bc.ca for the most current information.

Admission requirements for programs not listed above can be obtained by contacting NWCC.

*Where a Criminal Record Check is required, applicants are advised that the presence of certain crimes on the record would make practicum placement, graduation and subsequent employment impossible.

Note: All course/program information including course/program content, length, prerequisites, start/end dates, postponements and/or cancellation is subject to change without notice. Check www.nwcc.bc.ca for the most current information.

Admission Requirements

Program	Admission Requirements (BC High School Minimum)	Admission Requirements (Alternate Minimum)	Notes
First Nations Artist in Residence	Self-declared First Nations descent; at least 16 years old. English 10 & Math 10 Essentials, Principles or Applications; current portfolio or samples of artwork to date; interview with instructional team.	English 030 & Math 0301/0302 or GED or successful completion of CAT III Assessment test.	Open to beginner and advanced carvers. Demonstrated interest in First Nations woodcarving is recommended.
First Nations Public Administration	English 12	English 050 or 055	Letter from a First Nations organization granting permission to use organization for case study.
Heavy Duty/Commercial Transport Repair Mechanic	English 10 & Math 10 Essentials, Principles or Applications	English 030 & Math 0301/0302 or G.E.D. or successful completion of Trades Assessment.	Many employers require Grade 12 completion.
Home Support / Resident Care Attendant	English 10 & Math 10 Essentials, Principles or Applications	English 030 & Math 0301/0302	Current immunizations and a satisfactory medical report. Criminal Record Check.*
Millwright / Industrial Mechanic	English 10 & Math 10 Essentials, Principles or Applications	English 030 & Math 0301/0302 or successful completion of CAT III Assessment test.	Many employers require Grade 12 completion.
Outdoor Power Equipment Technician	English 10 & Math 10 Essentials, Principles or Applications	English 030 & Math 0301/0302 or G.E.D.	Many employers require Grade 12 completion.
Practical Nursing	Grade 12 graduation with C or better in Biology 12, English 12, & Principles of Math 10	BC Adult Graduation Diploma with C or better in Biology 050 or 0501/0502, English 045 or 050 and Math 0301/0302. GED plus specific courses listed.	CPR level C; Occupational First Aid Level 1 or Standard First Aid; Criminal Record Check*; medical report; all immunizations up-to-date; TB test; Hepatitis B series; influenza injection; 30 hours related work / volunteer experience; successfully undertake English and Math assessment test administered by the College.
Residential Building Maintenance Worker	English 10 & Math 10 Essentials, Principles or Applications	English 030 & Math 0301/0302 or GED or successful completion of CAT III Assessment test	Be currently employed in building maintenance and eligible for enrolment in the apprenticeship program.
Social Service Worker	English 12	English 050 or 055	Two references from employers, supervisors, teachers, or human service professionals. Written resumé of related experience. Minimum 45 hours of satisfactory work or volunteer experience; Criminal Record Check.*
Special Education Assistant	English 12	English 045, 050 or successful completion of CAT III Assessment test.	Reference letter from supervisor documenting 45 hours of volunteer/work experience; two Character Reference forms from employer, teacher or human service professional; resumé of work and/or volunteer experience; Criminal Record Review* (CRR)
Trades Access		An assessment is required with placement at 030 level in English & Math.	
University Credit	Grade 12 graduation preferred; individual course prerequisites.	Mature students, 19 and over and students entering from Career and College Prep may be admitted without Grade 12 graduation.	Most science and math courses have specific course prerequisites that must be met by prospective students. Most first year Social Science and Humanities courses do not have specific prerequisites.
Welding and Welder / Fitter	English 10 & Math 10 Essentials, Principles or Applications	English 030 & Math 0301/0302 or G.E.D. or successful completion of Trades Assessment.	Many employers require Grade 12 completion.

All prospective students must meet the College admission policy and specific admission requirements (prerequisites) for their selected program.

Note: Program admission requirements are subject to change. Check www.nwcc.bc.ca for the most current information.

Admission requirements for programs not listed above can be obtained by contacting NWCC.

*Where a Criminal Record Check is required, applicants are advised that the presence of certain crimes on the record would make practicum placement, graduation and subsequent employment impossible.

Note: All course/program information including course/program content, length, prerequisites, start/end dates, postponements and/or cancellation is subject to change without notice. Check www.nwcc.bc.ca for the most current information.



Adult Special Education — Workplace Skills Training (WST)

Houston (H), Prince Rupert (P), Smithers (S) and Terrace (T) Campuses

Tuition \$2336.00 (plus fees, books and supplies)

The WST program is an employment exploration program with a unique focus and approach for students with learning disabilities that prevent them from taking part in mainstream programs and courses. Students are prepared for the responsibilities of independent living, as well as the demands of entry-level employment. The WST program combines in-class instruction with practical work experience, emphasizing the development and maintenance of skills, which may be used in employment situations. Students develop the social, interpersonal and practical skills needed in the workplace. Students will practice skills, hands-on, in a community workplace environment.

Fall Semester 2007 (September - December)

LIT 100	Literacy	PT
WST 100-4	Personal Profile and Career Planning	T
WST 101-1	Managing Your Money	H,P,S,T
WST 102-2	Introduction to Workplace Safety	PT
WST 103-3	Developing A Positive Work Attitude: Part I	P,T
WST 104-3	Basic Computer Skills	T
WST 105-3	Survival Math	H,P,T
WST 107-6	Fieldwork Practice - Practicum I	PT
WST 113-1	Super Host	PS
WST 114-3	Developing Social Skills for Employment	PS
WST 116-1	Interacting with Others at Work	T

Winter Semester 2008 (January - May)

LIT 100	Literacy	T
WST 101-1	Managing Your Money	T
WST 103-3	Developing A Positive Work Attitude: Part I	H
WST 104-3	Basic Computer Skills	H
WST 105-3	Survival Math	H,S,T
WST 106-3	Developing A Positive Work Attitude: Part II	P,T
WST 107-6	Fieldwork Practice - Practicum II & III	PS,T
WST 111-3	Job Search Techniques	PS,T
WST 113-1	Super Host	S,T
WST 114-3	Developing Social Skills for Employment	PT
WST 115-3	Interpersonal Skills	PS,T
WST 116-1	Interacting with Others at Work	H,T
WST 117-2	Rights and Responsibilities	S,T



THE NWCC ADVANTAGE

CONTINUING EDUCATION

Northwest Community College (NWCC) strives to meet the educational and training needs of the communities and businesses it serves. Our Continuing Education department plays a key role in this by offering courses and short-term training in business and computer technology, health and safety, outdoor recreation and tourism, natural resources, and more. Check out www.nwcc.bc.ca to see what programs and courses are currently being offered.

Applied Business Support (ABS)

Terrace campus - begins September and February

Nass Valley - Fall 2007

Tuition \$1242.00

(plus fees, books, supplies, practicum expenses).

The Applied Business Support (ABS) Certificate program occurs in a professional setting that recreates a real work environment to reinforce the skills being learned. ABS focuses on the professionalism of business support workers and integrates three key personal skill areas (fundamentals, teamwork, and personal management) with the technical skills appropriate to working in a business environment.

The Online Learner Success course helps foster the aptitude for life-long learning. The Job Shadowing/ Mentoring portion of the program places students in a real working environment, providing skills, reinforcement and valuable experience.

Fall Semester 2007 (September - January 2008)

ABS 110-1	Intro to Business Calculators
ABS 115-0.5	Intro to Business Machines and Forms
ABS 120-0.5	Communicating with Technology
ABS 122-0.5	Intro to Operating Systems
ABS 125-2	Intro to Office Software
ABS 129-1	Keyboarding Speed
ABS 130-0.5	Job Search Techniques
ABS 135-3	Personal Management
ABS 137-1	Workplace Transitions
ABS 151-3	Business English
ABS 153-1	Communications Development
ABS 155-0.5	Critical Thinking
ABS 157-0.5	Telephone Communications
BTEC 101-1	Online Learner Success



Winter Semester 2008 (February to June)

ABS 110-1	Intro to Business Calculators
ABS 115-0.5	Intro to Business Machines and Forms
ABS 120-0.5	Communicating with Technology
ABS 122-0.5	Intro to Operating Systems
ABS 125-2	Intro to Office Software
ABS 129-1	Keyboarding Speed
ABS 130-0.5	Job Search Techniques
ABS 135-3	Personal Management
ABS 137-1	Workplace Transitions
ABS 151-3	Business English
ABS 153-1	Communications Development
ABS 155-0.5	Critical Thinking
ABS 157-0.5	Telephone Communications
BTEC 101-1	Online Learner Success



THE NWCC ADVANTAGE

Our University Credit courses and Associate Degrees are recognized and transferable to other universities in BC.

FURTHER EDUCATIONAL OPPORTUNITIES

Graduates will have the skills required for entry-level employment or continuation into other NWCC business programs such as: Business Technology - Office Assistant Certificate or Accounting Specialty Certificate (both offered online). Students who lack the academic requirements for admission to Business Administration programs should consider obtaining the necessary requirements in NWCC's Career and College Preparation (CCP) program. Talk to an Educational Advisor today about the educational options available at NWCC.



Applied Coastal Ecology (ACE)

Prince Rupert Campus

Tuition \$4637.00 (plus fees, books, equipment, field clothing, field trip expenses, practicum exams)

Applied Coastal Ecology is an applied biology program designed to develop well-rounded technologists with a broad background in the practical and theoretical skills of coastal ecology assessment, control, planning and management. ACE prepares students for a demanding career by providing the skills and competency needed to manage the primary natural resources found in coastal environments which include coastal forests, freshwater and marine ecosystems, and wildlife populations.

The ACE program integrates strong academic classroom education and laboratory work with hands-on field-based training, giving students the opportunity to apply their skills and knowledge to real-world situations. Students visit land, river and ocean systems to investigate biological processes, examine ecological impacts, and learn the key techniques for the management and restoration of degraded habitats. Collected data and biological samples are brought to the classroom and labs for more thorough study, analysis and interpretation.

There is a growing demand for environmental practitioners who are able to measure, monitor, and report on the impact of human activity on the earth's ecosystems. ACE students engage in technical level chemical and biological monitoring of the air, water, soils and living organisms of coastal ecosystems. Students learn to deploy and maintain analytical equipment, collect samples, test for contaminants, and conduct impact assessments. The ACE curriculum offers up-to-date government and industry compliance, and provides the skills and knowledge employers are seeking.

Students earn a one-year certificate and a two-year diploma. Visit the Web site for a complete list of required courses, electives and admission requirements.



THE NWCC ADVANTAGE

Experienced, qualified instructors who care about your success.

Fall Semester 2007 (September - December)

- ACE 120-1 Fisheries Management and Regulations
- ACE 150-3 Applied Technical Math
- ACE 152-3 Map and Aerial Photo Interpretation
- ACE 190-4 Temperate Rainforest Ecology
- ACE 134-3 Salmon ID, Life Cycles, Newest Research & Hatchery Project
- BIOL 101-3 Introductory Biology I: Cells, Diversity and Physiology
- ENGL 151-3 Technical Writing I
- Electives:
- ANTH 112-3 First Nations of British Columbia
- GEOG 150-3 Physical Geography I: Biogeography, Meteorology and Climatology

Winter Semester 2008 (January - April)

- ACE 100-4 Outdoor and Safety Certification
- ACE 126-1 Conflict Resolution
- ACE 174-4 British Columbia Wildlife Identification
- BIOL 102-3 Introductory Biology II: Genetics, Evolution and Ecology
- CPSC 141-3 Integrated Software Tools
- ENGL 152-3 Advanced Technical Writing II
- Electives:
- GEOG 160-3 Physical Geography II: Geology, Geomorphology and Soils

Spring/Summer Semester 2008 (April - May)

- ACE 104-1 Bear Education and Safety
- ACE 130-1 Shellfish ID and Enumeration
- ACE 132-1 ID of Groundfish and Other Non-salmonid Fishes of the Northwest Pacific
- ACE 140-1.5 Estimating Aquatic Populations
- ACE 142-1.5 Coastal Forest Measurements
- ACE 100 (con't) Outdoor Safety and Certification
- Electives:
- ACE 160-1 Solid Waste Management
- ACE 164-1 Drinking Water Treatment Standards and Procedure

TURN YOUR CREDITS INTO AN ASSOCIATE DEGREE

If you've accumulated university course credits – from NWCC or any other post-secondary institution – turn them into an Associate Degree at NWCC.

An Associate Degree (A.D.) is a valuable employment and academic credential — use it to start your career or transfer to a bachelor's degree program. NWCC offers a comprehensive choice of 1st and 2nd year courses to help you complete your A.D. Talk to an Educational Advisor today.

For more information see Associate Degrees, pages 28-31.

FURTHER EDUCATIONAL OPPORTUNITIES

The ACE program includes (transferable) university credit courses. Many students continue their education after graduation by completing a university science degree. The ACE program is also beneficial for university credit transfer students or university graduates who want to augment their theoretical knowledge with practical skills. It provides them with better employment potential and opportunities for career advancement. Students who lack academic pre-requisites should consider NWCC's Career and College Preparation (CCP) program. CCP courses may be taken concurrently with the ACE program.



Associate Degrees in Arts and Science

Prince Rupert, Smithers, Terrace Campuses, in addition to online and teleconference options

Tuition \$248.39 per course (plus fees, books and supplies)

Northwest Community College offers a comprehensive range of first and second year Arts and Science courses that earn Associate Degrees.

Courses used to complete the Associate Degree requirement can transfer as first or second year course credits to any post-secondary institution in BC. Associate Degrees can lead to undergraduate degrees in different specializations at other post-secondary institutions depending upon the requirements of that particular institution.

ASSOCIATE DEGREE IN ARTS

To obtain an Associate of Arts Degree, a student must complete a minimum of 60 credit hours (20 University Credit courses). This must include a minimum of 18 credits in Arts at the second year level in two or more subject areas.

ASSOCIATE OF ARTS DEGREE — CRIMINOLOGY SPECIALIZATION

This specialized Associate Degree program allows students to focus on the area of criminal justice.

It has also been designed to facilitate maximum transferability to an undergraduate degree in Criminology at various post-secondary institutions.

ASSOCIATE DEGREE IN SCIENCE

To obtain an Associate of Science Degree, a student must complete a minimum of 60 credit hours (20 University Credit courses). This must include a minimum of 18 credits in Sciences at the second year level in two or more subject areas.

No course can be used to meet more than one specific requirement. Students must achieve an average overall grade of C (cumulative GPA of 2.0) calculated on all courses counting toward the associate degree.

See P 28-31 for more details. Visit the College Web site for complete Associate Degree program details.



CORE COURSE GUARANTEE

Northwest Community College offers a core set of 1st year courses that allow students to complete the first year of an Associate of Arts Degree in as little as one full academic year at Prince Rupert, Smithers and Terrace campuses.

NWCC also offers a core set of 2nd year courses required for completion of a two-year Associate of Arts Degree or Associate of Science Degree in as little as two full academic years at both Prince Rupert and Terrace, and those required to complete an Associate of Arts Degree in as little as three years at Smithers (this can be shortened if combined with online courses).

In addition to the guaranteed core courses, Northwest Community College offers a wide range of 1st and 2nd year university credit elective courses, including those required for Elementary Teacher Education, Social Service Worker, Computer Technology, Associate of Arts Degree - Criminology specialization, and Bachelor of Science in Nursing programs.

Bachelor of Science in Nursing (BScN)

Northern Collaborative Baccalaureate Nursing Program

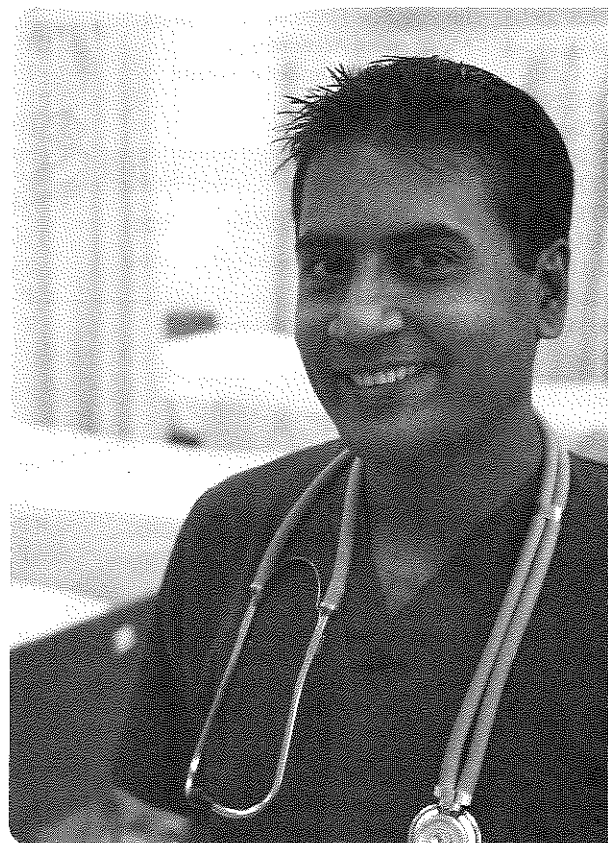
Terrace Campus

Tuition \$2484.00 (plus fees, books, equipment, field clothing, practicum expenses)

Northwest Community College, in collaboration with University of Northern British Columbia (UNBC), College of New Caledonia (CNC) and Northern Health, offers a four-year Bachelor of Science in Nursing program. Students are able to complete the entire program in Terrace; the first two years at NWCC (Terrace Campus), and the final two at UNBC (Terrace Campus).

Graduates are prepared for the changing context of health care and health care delivery, and are well grounded in acute care nursing, rural nursing, community health, and First Nations health

Upon successful completion of the four-year program, students are granted a Bachelor of Science in Nursing Degree from UNBC and are then eligible to write the national nursing registration exam, and apply for registration with the College of Registered Nurses of BC.



YEAR ONE

Fall Semester 2007 (September - December)

ANTH 102-3 Introduction to Social and Cultural Anthropology
 BIOL 131-3 Human Anatomy and Physiology I
 NURS 101-3 The Art and Science of Nursing
 PSYC 101-3 Introductory Psychology I
 Plus 1 elective

Winter Semester 2008 (January - May)

BIOL 132-3 Human Anatomy and Physiology II
 BIOL 133-3 Applied Microbiology
 NURS 102-3 Communication Theory & Practice
 Plus 2 electives

YEAR TWO

Fall Semester 2007 (September - December)

BIOL 220-3 Pathophysiology
 BIOL 222-3 Human Nutrition
 NURS 205-3 Introduction to First Nations Health
 NURS 201-4 Introduction to Health Assessment
 Plus 1 elective

Winter Semester 2008 (January - May)

BIOL 221-3 Pharmacology for Nurses
 NURS 203-3 Health Promotion in Families
 NURS 210-3 Nursing Practice with the Adult
 NURS 211-5 Clinical Practicum: Adult
 Plus 1 elective

Spring/Summer Semester 2008

NURS 220-5 Extended Clinical Practicum

Important note: Application deadline for BScN is March 31. Students must apply to NWCC by March 31 for September program start. Application forms are available at any NWCC location, Online and at UNBC's Terrace and Prince Rupert campuses.

Students must also meet UNBC admission requirements. Visit <http://www.unbc.ca/nursing/collaborative.html> for more information about UNBC admission requirements.



THE NWCC ADVANTAGE

We offer Associate Degrees, Diplomas, and Certificates recognized by employers across Canada.

Program Descriptions

Business Administration Certificate and Diploma

Prince Rupert (P), Smithers (S) and Terrace (T) Campuses
Tuition \$2484.00 (plus fees, books and supplies)

The Business Administration program provides students with a solid background for a wide range of career choices in accounting, financial management, banking, insurance, purchasing, entrepreneurship, marketing, government, and international business.

BUSINESS ADMINISTRATION CERTIFICATE

These foundation courses cover the theory and practices needed to develop essential business skills and knowledge.

Fall Semester 2007 (September - December)

ACCT 150-3	Financial Accounting I	P,S,T
BCPT 150-3	Business Computers	P,T
BENG 150-3	Business Communications	P,T
ECON 150-3	Microeconomics	P
ECON 151-3	Macroeconomics	T
MARK 150-3	Introduction to Marketing	P
MATH 150-3	Mathematics of Finance	T
MGMT 150-3	Introduction to Management	T

Winter Semester 2008 (January - April)

ACCT 150-3	Financial Accounting I	T
ACCT 151-3	Financial Accounting II	P,T
BLAW 152-3	Business Law	P,T
ECON 150-3	Microeconomics	T
ECON 151-3	Macroeconomics	P
INTB 200-3	International Business	T
MARK 150-3	Introduction to Marketing	T
MATH 150-3	Mathematics of Finance	P,T
MGMT 150-3	Introduction to Management	P

FURTHER EDUCATIONAL OPPORTUNITIES

Courses are transferable to various universities, university/colleges, and colleges in BC. Block-transfer agreements with numerous partner institutions allow NWCC Business Administration Diploma holders to enter directly into the third-year of Bachelor Degree programs. Courses may also be used as credit toward professional designations in organizations such as Canadian Purchasing Managers Association, Canadian Payroll Association, and Credit Union Institute of Canada, and to transfer to professional accounting association's designations including CA, CGA and CMA.

Students who lack the academic requirements for admission should consider obtaining them in NWCC's Career and College Preparation (CCP) program. Talk to an Educational Advisor today about the educational options available at NWCC.



THE NWCC ADVANTAGE

Turn your NWCC diploma into an Athabasca University (AU) Bachelor of General Studies (BGS) degree at Northwest Community College. Earn a three-year AU BGS Degree when you complete the Business Administration Diploma program and additional courses offered at NWCC.

BUSINESS ADMINISTRATION DIPLOMA

The Diploma (2nd year) program is of interest to students who have completed the Business Administration Certificate and wish to pursue further studies. The 10 course, 30 credit diploma year offers more focused studies, and students choose courses that allow them to specialize in General Management, Accounting or International Business.

Fall Semester 2007 (September - December)

ACCT 250-3	Intermediate Financial Accounting I	T
ACCT 252-3	Management Accounting I	P,T
BCPT 250-3	Accounting Information Systems	T
BFIN 250-3	Business Finance I	P,T
ECOM 250-3	Electronic Commerce	P
INTB 201-3	International Marketing	T
INTB 203-3	International Human Resource Management	T
INTB 205-3	International Accounting	T
MARK 253-3	Effective Selling	P
MATH 251-3	Statistics	T
MGMT 201-3	Entrepreneurship	P
MGMT 255-3	Human Resources Management	T

Winter Semester 2008 (January - April)

ACCT 251-3	Intermediate Accounting II	T
ACCT 253-3	Management Accounting II	T
BFIN 251-3	Business Finance II	T
BPOL 250-3	Business Policy	P,T
ECOM 250-3	Electronic Commerce	T
INTB 202-3	International Management	T
INTB 206-3	International Finance	T
MARK 254-3	Consumer Behaviour	P
MARK 252-3	Tourism Marketing	P
MGMT 201-3	Entrepreneurship	T
MGMT 251-3	Organizational Behaviour	P,T
MGMT 255-3	Human Resources Management	P

Additional courses may be offered throughout the year. Contact business@nwcc.bc.ca for most current course list.

Program Descriptions

Business Technology — Online (BTEC Online)

Online availability throughout the region. Contact Smithers Campus for online course information.

The BTEC Online program prepares students with job-ready skills for general and specialized administrative support positions in a variety of business and office settings. Graduates of the **Office Assistant Certificate** program will have up-to-date skills in current office software and procedures, business communications, and human relations. NWCC also offers the **Accounting Specialty Certificate**. Each certificate prepares students with the skills required for success in their chosen field.

Online learning allows students to sign up for individual courses or work toward an Office Assistant or Accounting Certificate without attending classes on campus. Online learning is a viable alternative for students who wish to complete college courses from their homes/offices or are unable to attend classes in person. Students have the option of taking the prescribed programs or registering for only those courses that interest them.



THE NWCC ADVANTAGE

100% of NWCC graduates who apply to university/colleges get accepted.

BUSINESS TECHNOLOGY CERTIFICATE — OFFICE ASSISTANT

Several convenient start dates.

Contact Smithers Campus for more information.

Full-time tuition \$1324.00. See Web site for cost per course (plus fees, books supplies and software for online learning options)

BTEC 101-0	Online Learner Success
BTEC 111-1.5	Keyboarding I
BTEC 121-1.5	Introduction to Computers and the Internet
BTEC 126-1.5	Database
BTEC 131-1.5	Word Processing I
BTEC 136-1.5	Administrative Procedures
BTEC 151-3	Business English
BTEC 166-1	Presentations Software
BTEC 171-1	Human Relations
BTEC 177-1	Job Search Techniques
BTEC 181-1	Records Management
BTEC 191-1.5	Business Calculators and Mathematics
BTEC 227-1	Groupware Using Outlook
BTEC 228-1.5	Desktop Publishing
BTEC 236-1.5	Word Processing II (optional)
BTEC 286-1	Keyboarding II (optional)

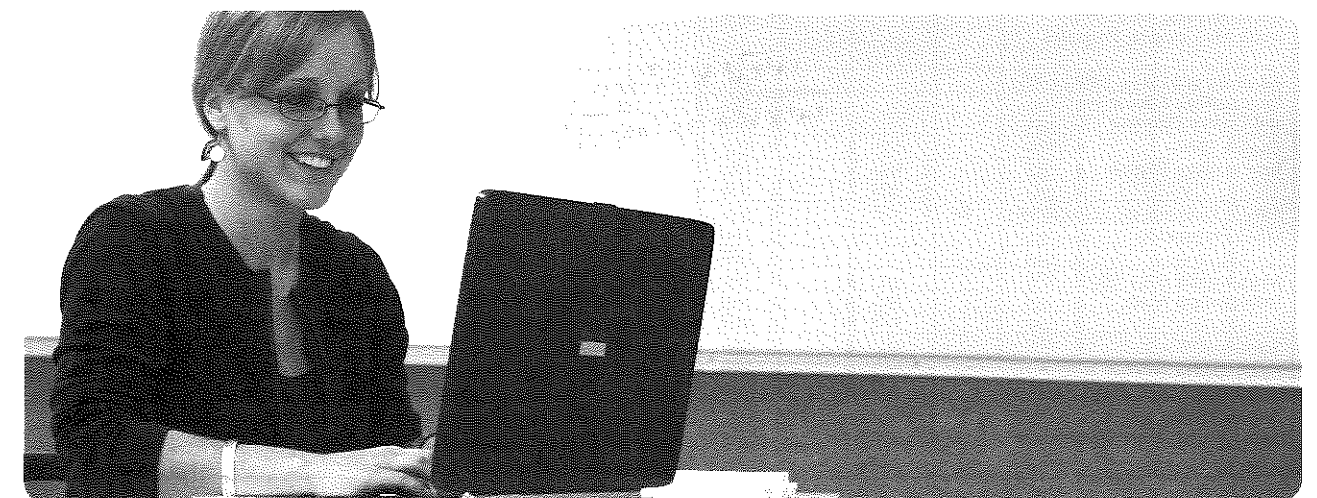
BUSINESS TECHNOLOGY CERTIFICATE — ACCOUNTING SPECIALTY

Several convenient start dates.

Contact Smithers campus for more information.

Full-time tuition \$1035.00. See Web site for cost per course (plus fees, books supplies and software for online learning options)

BTEC 101-0	Online Learner Success
BTEC 221-2	Accounting I
BTEC 226-3	Accounting II
BTEC 251-2	Business Communications
BTEC 273-1.5	Spreadsheets I
BTEC 274-1.5	Spreadsheets II
BTEC 281-2.5	Computerized Accounting



Career and College Prep (Adult Basic Education)

Most NWCC campuses, with online option
Tuition-free, fees apply plus cost of text(s).

The Career and College Prep (CCP) program provides high school level courses for mature students in an adult environment. Students can complete entry requirements for university, career, technical, trades, business and many other post-secondary programs. Students can also obtain missing high school course requirements to complete their Grade 12 high school graduation or the BC Adult Graduation Diploma (Adult Dogwood), or improve their knowledge in preparation for the GED (Grade 12 equivalency) exam.

Not all courses listed are available at all campuses. To obtain specific course information, contact a CCP Program Coordinator or College Educational Advisor.



KEY TO CHART BELOW:

WHEN:

- S/S = SPRING/SUMMER SEMESTER 2007 (April - August)
- FALL = FALL SEMESTER 2007 (September - December)
- WTR = WINTER SEMESTER 2008 (January - April)

HOW:

- = SELF-PACED (proceed at your own pace, with instructor support)
- = INSTRUCTOR-LED (in a structured classroom setting, directed by an instructor)

	HAZELTON	HOUSTON	KITIMAT	PR. RUPERT	SMITHERS	TERRACE
Fundamental Literacy - Grade 8						
Computer Studies 020 - Fundamental Computers	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	FALL WTR	S/S FALL WTR	S/S FALL WTR
Education and Career Planning 020 - Fundamental Education and Career Planning	S/S FALL WTR	S/S FALL WTR		FALL	S/S FALL WTR	S/S FALL WTR
English 020 - Fundamental English	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR
Mathematics 0201/0202 - Fundamental Math	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR
Social Science 020 - Fundamental Social Science					S/S FALL WTR	
Intermediate Level - Grade 10						
Computer Studies 030 - Intermediate Computer Studies	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	FALL WTR	S/S FALL WTR	S/S FALL WTR
Cook Training Math 091 - Math for Cooking Programs					S/S FALL WTR	S/S FALL WTR
Education and Career Planning 030 - Intermediate Education and Career Planning		S/S FALL WTR		S/S WTR	S/S FALL WTR	S/S FALL WTR
English 030 - Intermediate English	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR
General Education Development 091 - GED Preparation		S/S FALL WTR			S/S FALL WTR	S/S FALL WTR
Mathematics 0301/0302 - Intermediate Math	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR
Science 030 - Introductory Science	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	WTR	S/S FALL WTR	S/S FALL WTR
Social Science 030 - Intermediate Social Studies					S/S FALL WTR	

CCP courses are subject to change. Contact NWCC for most current information.

	HAZELTON	HOUSTON	KITIMAT	PR. RUPERT	SMITHERS	TERRACE
Advanced Level - Grade 11						
Biology 040 - Ecological Biology	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	FALL	S/S FALL WTR	S/S FALL WTR
Chemistry 0401/0402 - Advanced Chemistry	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	FALL	S/S FALL WTR	S/S FALL WTR
Computer Studies 040 - Advanced Computer Studies	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	FALL WTR	S/S FALL WTR	S/S FALL WTR
English 040 - Advanced English	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR
English 045 - Advanced Business and Technical English						FALL WTR
Mathematics 041 - Mathematics of Business						S/S FALL WTR
Mathematics 0401/0402 - Advanced Math	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR
Mathematics 045 - Advanced Introductory Algebra					S/S FALL WTR	S/S FALL WTR
Physics 040 - Advanced Physics	S/S FALL WTR	S/S FALL WTR	FALL WTR	FALL	S/S FALL WTR	S/S FALL WTR
Social Sciences 040 - Advanced Social Sciences	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR		S/S FALL WTR	S/S FALL WTR
Provincial Level - Grade 12						
Biology 0501/0502 - Provincial Human Biology	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	WTR	S/S FALL WTR	S/S FALL WTR
Chemistry 050 - Provincial Chemistry	S/S FALL WTR	S/S FALL WTR	FALL WTR	WTR	S/S FALL WTR	S/S FALL WTR
Computer Studies 050 - Provincial Computer Studies	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	FALL WTR	S/S FALL WTR	FALL WTR
English 050 - Provincial English	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR
English 055 - Provincial Business and Technical English		S/S FALL WTR		S/S FALL WTR	S/S FALL WTR	
English 056 - Provincial Essential English			FALL WTR		S/S FALL WTR	
EDCP 050 - Education and Career Planning			FALL WTR			
First Nations Studies 050 - Provincial First Nations					WTR	
Geography 050 - Provincial Geography	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR		S/S FALL WTR	S/S FALL WTR
Mathematics 0501/0502 - Provincial Math	S/S FALL WTR	S/S FALL WTR	FALL WTR	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR
Tutorial SL* (Secondary Level)	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR		S/S FALL WTR	S/S FALL WTR
Tutorial PSL** (Post Secondary Level)	S/S FALL WTR	S/S FALL WTR	S/S FALL WTR		S/S FALL WTR	S/S FALL WTR

*Tutorial support for anyone enrolled in high school level course(s) at any institution **Tutorial support for anyone enrolled in post-secondary level course(s) at any institution

Program Descriptions

Computer Technology (CPTe)

Terrace Campus

Tuition \$3495.00 (plus fees, books and supplies)

The Computer Technology Certificate program provides a well-equipped technical environment with hands-on training and experience in the use of industry-standard hardware, application software, operating systems, networking, and programming tools. Develop a wide range of computer skills that prepare you for a great career in computer and technology positions, or complement other existing and future job skills. The program also helps you enhance and develop math and technical writing skills.

The Computer Technology program at NWCC provides advanced computer training in the following areas:

- Networking
- Internet Web Programming/Web site development
- Computer Programming
- Hardware
- Database construction / application
- Advanced Office Applications (Word, Excel and Access)
- Computer Support: Help Desk and Training

Students successfully completing the Computer Technology Certificate program will be able to challenge the following external certification exams:

- CompTIA A+ – A+ Core Hardware; A+ Operating System Technologies
- Microsoft Office User Specialist – Word 2003 Expert; Excel 2003 Expert; Access 2003 Expert
- CompTIA Network+ Certification Exam
- INET+ Certification Exam

FURTHER EDUCATIONAL OPPORTUNITIES

The Computer Technology program includes university credit (transferable) courses. Many students continue their education after graduation by completing a NWCC Associate Degree, a university computer science degree or other post-secondary diploma and degree programs. Students who lack academic prerequisites should consider NWCC's Career and College Preparation (CCP) program.

Fall Semester 2007 (September – December)

CPSC 123-3*	Computer Programming
CPTe 101-4	Computer Hardware and Operating Systems
CPTe 121-4	Introduction to Networking
CPTe 131-3*	Introduction to VB.NET
CPTe 142-4	Advanced Office Applications
CPTe 163-3	Introduction to Relational Databases
CPTe 181-3	Web Development Foundation (or CPTe 183)
CPTe 183-3	Web Publishing (or CPTe 181)
ENGL 151-3	Technical Writing (or BENG 150)

Winter Semester 2008 (January – April)

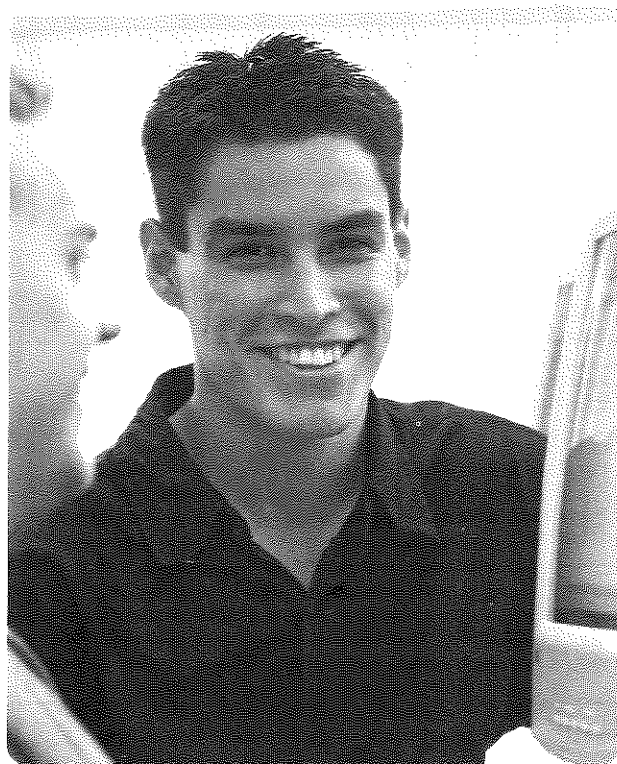
CPSC 124-3**	Data Structures
CPTe 122-4	Advanced Networking
CPTe 134-4**	VB.NET Advanced
CPTe 165-3	Database Fundamentals
CPTe 182-3	Web Development – Advanced Skills
CPTe 190-3	IT Client Support Systems
CPTe 198-1	Job Search
MATH 251-3	Statistics

*Students must take CPSC 123 or CPTe 131

** Students must take CPSC 124 or CPTe 134

May 2008

CPTe 199-3	Work Experience Practicum
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Program Descriptions

Culinary Arts

Terrace Campus

Tuition: Certificate \$2595.00, Diploma \$2336.00 (plus fees, books and supplies)

Northwest Community College is currently the only public post-secondary institution offering a two-year Culinary Arts program. Our program offers a one-year certificate or two-year diploma option. Each are stepping-off points from which students can begin work toward journeyman status.

CULINARY ARTS CERTIFICATE

The Culinary Arts Certificate program provides students with the skills and knowledge needed for a career as a cook, or a foundation for further education in the culinary arts. Communications, interpersonal skills, decorum, professional ethics and standards are a continuous goal throughout this program to ensure students are adaptable to the many expectations of today's hospitality industry.

This program is ideal for individuals who wish to train for employment as cooks at a junior level in the food catering industry and for those who wish to begin working toward an apprenticeship in cooking.

The Certificate credential is comprised of three levels of cookery, baking, health, safety and sanitation, and kitchen management training:

Level 1 Basic Core (400 hours)

Level 2 Advanced Cooking (400 hours)

Level 3 A la Carte, Banquet, and Specialty Cooking (400 hours)
Includes 50 hours of work practicum experience

Completion of the Culinary Arts Certificate is the first step in securing journeyman status and will allow students to secure an apprenticeship position in hotels and restaurants under the supervision of a journeyman cook. To complete their journeyman status, students will have to apprentice and attend a college with apprenticeship training for two additional years.



THE NWCC ADVANTAGE

Choice and flexibility in programs.



CULINARY ARTS DIPLOMA

The diploma program builds on the knowledge gained from the Culinary Arts Certificate program. Students learn more specialized skills in food preparation and delivery. First Nations cuisine is featured, with students learning to make traditional meals and dishes. Focus is on improving culinary skills while introducing the management, supervision, and business applications associated with restaurant operations. A significant work practicum component places students in commercial and institutional food and beverage operations in the northwest and around the province.

Graduates with a Culinary Arts Diploma are equivalent to a 3rd Year Apprentice. NWCC students are prepared to write the Journeyman Interprovincial Exam, enabling them, with the required additional work experience hours, to become a journeyman chef and obtain their Interprovincial Red Seal.

CLAR 200-1.5	Food and Beverage Cost Control
CLAR 201-3	International Cuisine
CLAR 202-3	Cold Buffet / Culinary Design
CLAR 203-1.5	Patisserie I
CLAR 204-1.5	Food and Beverage Service I
CLAR 205-1.5	Culinary Leadership
CLAR 206-1.5	Culinary Management
CLAR 207-1.5	Culinary Computer Applications
CLAR 208-3	Contemporary Cuisine
CLAR 209-3	First Nations Cuisine
CLAR 210-1.5	Patisserie II
CLAR 211-1.5	Food and Beverage Service II
CLAR 212-3	Work Practicum
CLAR 214-0.5	Journeyman Exam Preparation
CLAR 215-2	English for Careers
CLAR 216-2	Interpersonal Communications

Early Childhood Education (ECE)

Terrace Campus

Tuition \$3478.00

Early Childhood Educators provide quality care and education for children from birth to school age. Graduates from the ECE program find employment in a variety of settings: daycares, preschools, Head Start programs, Supported Child Care programs, Out-of-School Care programs, and Family Child Care programs. Some have utilized their ECE Education to obtain employment as Special Education Assistants in the school system.

BASIC LEVEL CERTIFICATE PROGRAM

The Basic Level program is the first level of early childhood education. It prepares students to work with children between the ages of 32 months and six years in BC. This level of the program prepares students for employment in group daycare, preschool, Head Start, nursery school and family day care settings.

Fall Semester 2007 (September - December)

ECE 104-3	Health, Safety and Nutrition
ECE 125-3	Practicum I
ECE 141-3	Environments I
ECE 162-3	Curriculum I
ECE 163-3	Curriculum II
ECE 165-3	Child Development I
ECE 168-3	Professional Development I

Winter Semester 2008 (January - April)

ECE 124-3	Interpersonal Communication
ECE 126-3	Practicum II
ECE 127-3	Practicum III
ECE 142-3	Environments II
ECE 164-3	Curriculum II
ECE 166-3	Child Development II
ECE 167-3	Guiding Young Children
ECE 169-3	Working with Families I

Students must complete the ECE Basic Level Certificate before entering the Post Basic program.

POST BASIC CERTIFICATE PROGRAM

Students who have successfully completed the ECE Basic Level Certificate may choose to continue their studies to a Post Basic Certificate or ECE Diploma.

Infant/Toddler Certificate	Supported Child Care Certificate
ECE 220-3 Infant/Toddler Programs	ECE 240-3 Inclusion in Early Childhood Settings
ECE 221-3 Infant/Toddler Environments	ECE 241-3 Supporting Children with Special Needs
ECE 222-6 Infant/Toddler Practicum	ECE 242-6 Special Needs Practicum
Plus	
Certificate Core Courses	
<i>Courses required for both Infant/Toddler and Supported Child Care Certificates</i>	
ECE 205-3	Advanced Child Development
ECE 206-3	Working with Families II
ECE 208-3	Professional Development II

Post Basic Summer Institute

Summer 2007, at Terrace Campus.

Contact the ECE Coordinator for more information.

Post Basic Certificate — Supported Child Care:

Fall Semester 2007 (September - December)

ECE 242-3	Supported Child Care Practicum
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Winter Semester 2008 (January - April)

ECE 208-3	Professional Development II*
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Post Basic Certificate — Infant/Toddler:

Winter Semester 2008 (January - April)

ECE 208-3	Professional Development II*
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Spring/Summer Semester 2008

ECE 220-3	Infant/Toddler Programs
ECE 221-3	Infant/Toddler Environments

Fall Semester 2008 (September - December)

ECE 222-3	Infant/Toddler Practicum
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* Core courses, required for both Infant/Toddler and Supported Child Care Certificates

EARLY CHILDHOOD EDUCATION DIPLOMA

Students who complete all the Post Basic courses required for both Infant/Toddler and Supported Child Care Certificates will earn an NWCC ECE Diploma.

English As A Second Language (ESL)

Prince Rupert and other campuses on demand

Tuition free, fees apply (plus books and supplies)

The English as a Second Language (ESL) program helps students whose native language is not English develop the speaking, listening, reading and writing skills they will need for daily life in Canada, for the workplace and for future academic studies.

The ESL program typically runs from September to June each year. Students can enrol and join the ESL program at any time; there is no need to wait until September.

The ESL program accommodates students with many different English language skill levels, from basic Beginner to Advanced. Advanced ESL students may attend ESL at the same time as they take courses in other programs.

ENGLISH LANGUAGE SERVICES FOR ADULTS PROGRAM (ELSA)

Some students may be eligible to enrol in ELSA classes. ELSA offers special tuition-free* ESL programs for newly arrived immigrants and refugees. Canadian citizens may also be eligible, depending on their language needs.

The ELSA program currently runs weekday mornings. Contact NWCC to apply and to have an assessment.

* Other fees may apply.

FURTHER EDUCATIONAL OPPORTUNITIES

Students who successfully complete the ESWK program can continue on to complete their Grade 12 high school graduation, the BC Adult Graduation Diploma (Adult Dogwood), or complete program pre-requisites for entry into other NWCC programs by enrolling in the Career and College Preparation program at NWCC or other post-secondary institutions.

Essential Skills for Work (ESWK)

Hazleton, Masset, Nass Valley, Prince Rupert, Smithers and Terrace Campuses. Community-based delivery available.

Tuition-free, fees apply plus cost of text(s).

The Essential Skills for Work Certificate program is a unique program that integrates employment exploration and preparation skills with personal self-investigation and development, all of which contribute to learners' increased capacity for personal development and satisfying employment. Practical skills in computer competency and effective and solution-based communication are also integral components of the program. A significant aspect of the program is the opportunity it provides for students to practice newly acquired or enhanced skills and behaviours in both typical and atypical work environments.

The program is based on a holistic perspective and is committed to working with adults who have a genuine interest in self-development and developing skills for both meaningful employment and community participation. Learners will also be able to address issues that can act as barriers to employment.

The Essential Skills for Work program combines in-class instruction with practical work experience, emphasizing the development or maintenance of skills that may be used in employment situations or continued education and training.

ESSENTIAL SKILLS FOR WORK FUNDAMENTAL CERTIFICATE

CPST 020-4	Fundamental Computer Studies
CREX 070-1	Career Explorations
EDCP 020-4	Fundamental Education and Career Planning
EMPO 070-1	Employment Options
ENGL 020-6	Fundamental English
INAS 070-1	Individual Assessment
MATH	
0201-3/0202-3	Fundamental Math
WEXP 070-3	Work Experience

ESSENTIAL SKILLS FOR WORK INTERMEDIATE CERTIFICATE

CPST 030-4	Intermediate Computer Studies
CREX 070-1	Career Explorations
EDCP 030-4	Intermediate Education and Career Planning
EMPO 070-1	Employment Options
ENGL 030-6	Intermediate English
INAS 070-1	Individual Assessment
MATH	
0301-3/0302-3	Intermediate Math
WEXP 070-3	Work Experience



First Nations Public Administration (FNPA)

Based on student demand, offered full- or part-time, in a workshop format at times convenient to working people. Program location is dependent upon a specified, minimum number of student enrolments.

Tuition \$3224.00

The First Nations Public Administration Certificate program is an innovative part-time, 30-credit program offered by Northwest Community College in partnership with the College's First Nations Council.

This certificate program offers individuals working in the administration of First Nations organizations the opportunity to improve their professional skills with strategic management and leadership training, business computer applications, foundations and structures of Canadian and First Nations governance, aboriginal and business law, and effective business communication skills.

FNPA combines business and management courses within a curriculum designed specifically for, and with, First Nations administrators to provide the theoretical framework on which to base job practice for effective and responsible management of First Nations governments and organizations.

BCPT 150-3	Business Computers
BENG 150-3	Business Communications
FNPA 103-3	Aboriginal and Commercial Law
FNPA 201-3	First Nations and Canadian Government
FNPA 202-3	Leadership and Strategic Management
FNPA 204-3	External and Internal Communications
MGMT 150-3	Introduction to Management
MGMT 251-3	Organizational Behaviour
MGMT 225-3	Human Resource Management

Plus one three-credit elective either from Business Administration or First Nations Studies. See NWCC Web site.

FURTHER EDUCATIONAL OPPORTUNITIES

FNPA graduates may consider continuing their post-secondary education at NWCC in Business Administration programs or University Credit programs. FNPA courses are transferable to NWCC Business Administration programs and to various universities, university/colleges, and colleges in BC and Canada and can be used as credit toward professional designations in organizations such as Canadian Purchasing Managers Association, Canadian Payroll Association, and Credit Union Institute of Canada, and to transfer to professional accounting associations designations including CA, CGA, and CMA. See Business Administration program.

FREDA DIESING SCHOOL OF NORTHWEST COAST ART

Northwest Community College is honoured to recognize and continue Freda Diesing's legacy to the art world. She has significantly impacted the world of northwest First Nations art and is credited with being a driving force in its revival and continuation. Freda Diesing was a master carver, painter, champion and tireless educator of First Nations art.

The Freda Diesing School of Art and Design focuses on First Nations art of the Pacific northwest coast. The School includes programs at the certificate, diploma and degree level and is initially featuring northwest coast carving. Dempsey Bob (Tahltan/Tlingit), Stan Bevan (Tahltan/Tlingit/Tsimshian) and Ken McNeil (Tahltan/Tlingit/Nisga'a), along with other renowned artists, are teachers and mentors in the School.

A collaborative Degree in Fine Arts is currently under development. This degree program is distinct from others offered in the province due to its unique focus on First Nations art of northwestern BC.



First Nations Artist in Residence — Certificate Program

Terrace Campus, and Qay'llnagaay, Haida Gwaii

Tuition: \$4000 (plus \$1,000 for supplies and materials; fees apply)

The First Nations Artist in Residence (FNAR) Certificate program seeks to honour and support the rich culture and tradition of First Nations art in the northwest. Students of First Nations descent are given the opportunity to learn the art and craft of traditional woodcarving.

At Terrace Campus, Stan Bevan and Ken McNeil, two distinguished carvers, serve as teachers and mentors. Students share the instructors' knowledge and experience while working alongside them and other respected, visiting artists. World-renowned artist Dempsey Bob lends his knowledge, experience and creative talents as the Senior Advisor/instructor to the FNAR program.

All students are expected to participate in carving the program projects. The FNAR program includes:

- Two Dimensional Design (Northwest Coast Art form fundamentals; design techniques; drawing and painting; developing visual literacy)
- Toolmaking (carving tools: build and use traditional tools; metallurgy; blacksmithing; forging)
- Woodcarving (the property of wood and its uses; carving practice and proficiency; carving projects)

Fall Semester 2007 (September - December)

ARTH 101-3	First Nations Art of the Pacific Northwest I
FNAR 100-1.5	Shop Safety Basics
FNAR 102-4	Two Dimension Design I
FNAR 104-4	Tool Making I
FNAR 106-4	Wood Carving I

Winter Semester 2008 (January - April)

ARTH 108-3	First Nations Art of the Pacific Northwest II
FNAR 103-4	Two Dimension Design II
FNAR 105-5	Tool Making II
FNAR 107-5	Wood Carving II

Currently under Development! First Nations Artist in Residence — Diploma Program

Terrace Campus, begins September 2007

Tuition: \$4000 (plus \$1,000 for supplies and materials; fees apply)

Contact Terrace campus, or refer to the College Web site, for application and program contact information.

Home Support / Resident Care Attendant (HSRC)

Smithers Campus - begins September 2007

Terrace Campus - begins January 2008

Tuition \$1557.00 (plus fees, clothing, books, supplies and practicum expenses)

HSRC prepares students to work with residents/clients experiencing varying levels of disability. The major focus is on the older adult. The 23-week program is based on a caring philosophy and students learn through lectures and clinical experiences to provide residents/clients assistance with personal grooming, basic health care and a safe environment.

Graduates are prepared to function in a variety of settings, including intermediate and extended care facilities, special dementia units, group homes, private homes and some adult day centres. They will work mainly with the elderly but may also work with children, young adults, and families. Graduates will work collaboratively as a member of health care teams, under the direction and supervision of appropriate health care professionals.

- HSRC 121-1.5 Student Success
- HSRC 122-2 Work Role: Introduction to Home Support and Resident Care
- HSRC 123-2 Health: Lifestyles and Choices
- HSRC 124-2.5 Human Relations: Interpersonal Communications
- HSRC 125-4 Health and Healing: Concepts for Practice
- HSRC 126-3 Personal Care Skills Lab, Part 1 and 2
- HSRC 127-4 Healing: Special Needs in HSRC
- HSRC 128-3 Home Support Clinical and Clinical Seminar
- HSRC 129-3 Resident Care Clinical and Clinical Seminar

FURTHER EDUCATIONAL OPPORTUNITIES

Potential students who lack the academic requirements for admission to the Home Support/Resident Care Attendant program should consider obtaining the necessary requirements in NWCC's Career and College Preparation (CCP) program. Graduates of the Home Support/Resident Care program may consider enrolling in NWCC's Practical Nursing Program. Talk to an Educational Advisor today about the educational options available at NWCC.



THE NWCC ADVANTAGE

Our University Credit courses and Associate Degrees are recognized and transferable to other universities in BC.



Practical Nursing (PN)

Terrace Campus, with clinic preceptorship placements throughout the region

Tuition \$3974.00 (plus fees, books, clothing, practicum expenses and supplies)

Work experience practicum portions of the program will include placements throughout the northwest region. Travel, accommodation, meals and other expenses are **not** included in the program costs and are the responsibility of the student.

The PN program is offered full-time, over 12 months. Students learn to give professional nursing care to individuals, families and groups in a variety of settings that may include community, gerontology or acute care. The PN program includes three semesters with a five-week preceptorship. Each semester must be successfully completed before moving on to the next.

Active student participation is a major emphasis of the PN program. Throughout the program, instructors encourage students to become increasingly more self-directed and responsible for their own learning. Students are expected to come to class well prepared for active participation in classroom and clinical activities. The clinical component of the courses provides the student with the opportunity to integrate practice and theory in a safe and caring way.

Graduates are prepared to nurse using professional standards of practice and competencies established by the College of Licensed Practical Nurses of British Columbia (see <http://www.clpnbc.org/>) and will be eligible to write the Canadian Practical Nurse Registration Exam, required for registration in BC. Upon successful registration, a Licensed Practical Nurse (LPN) may be employed in BC in a wide variety of practice settings, including acute care hospitals, long-term care facilities, community clinics, agencies and organizations.

Fall Semester 2007 (September - December)

- PNUR 101-3 Health I
- PNUR 102-1 Professional Growth
- PNUR 103-2 Human Anatomy and Physiology
- PNUR 104-2 Healing I
- PNUR 105-1 Human Relationships I
- PNUR 106-3 Nursing Arts I
- PNUR 107-3 Practicum I - Community (three weeks)

Winter Semester 2008 (January - April)

- PNUR 201-2 Health II
- PNUR 204-2 Healing II
- PNUR 205-1 Human Relationships II
- PNUR 206-4 Nursing Arts II
- PNUR 207-6 Practicum II - Gerontology (six weeks)

Spring/Summer Semester 2008 (April - August)

- PNUR 301-1 Health III
- PNUR 302-1 Professional Issues
- PNUR 304-2 Healing III
- PNUR 306-5 Nursing Arts III
- PNUR 307-6 Practicum III - Acute Care (five weeks)
- PNUR 308-3 Preceptorship (five weeks)

Note: courses are subject to change. Check with your campus for current information.

FURTHER EDUCATIONAL OPPORTUNITIES

Potential students who lack the academic requirements for admission to the practical Nursing program should consider obtaining the necessary requirements in NWCC's Career and College Preparation (CCP) program.

Graduates of the Practical Nursing program may consider enrolling in the collaborative (NWCC/UNBC/NH/CNC) Bachelor of Science in Nursing (BScN) program. Talk to an Educational Advisor today about the educational options available at NWCC.

New! Special Education Assistant (SEA)

Prince Rupert, Smithers and Terrace Campuses

Tuition \$395.00/per 3.0 credit course (plus fees, books and supplies)

Expenses associated with the work experience practicum portions of the programs are not included in the program costs and are the responsibility of the student.

The Special Education Assistant (SEA) certificate program is a part-time program that prepares students to work at the para-professional level in the field of education. Special Education Assistants work under the supervision of classroom or resource teachers to support students with special needs in elementary and secondary education settings. The program builds the knowledge and skills students need to work as part of an educational team, supporting the integration and education of students with special needs into a regular school classroom.

The SEA program includes two work experience practicums that combine the theory learned in the classroom with the practical skills needed to work in the field of Special Education. There are also 90 hours of Teaching and Learning workshops taught by industry professionals to provide practical hands-on information/experience in current Special Education trends, issues and practices.

Winter Semester 2007 (January - April)

- SEA 115-3 Understanding Family Dynamics
- SEA 121-3 Child and Adolescent Development

Spring/Summer Semester 2007

- SEA 117-3 Introduction to Disabilities and Inclusion (May - June)
- SEA 155-6 Teaching and Learning Workshops (July - August)

Fall Semester 2007 (September - December)

- SEA 157-3 Special Education Assistant - Practicum I
- SEA 112-3 Interpersonal Communication
- SEA 153-3 Supporting Responsible Behaviour (in the classroom)

Winter Semester 2008 (January - April)

- SEA 114-3 Augmentative Communication
- SEA 107-3 Curriculum and Planning (Adapting and Modifying Curriculum)
- SEA 158-3 Special Education Assistant - Practicum II

Sponsored by NWCC's Centre for Teaching and Learning

Social Service Worker (SSW)

Terrace Campus. Full- and Part-time.

Tuition \$2981.00 (plus fees, books and supplies, practicum expenses)

The Social Service Worker Certificate and Diploma programs are designed for students who wish to obtain training and skills in social services. The program integrates university credit courses with specialty social service career courses to prepare students to promote, support and advocate as caring, ethical, social service para-professionals.

Practicum opportunities available in northwest communities combine the theory learned in the classroom with the practical skills necessary for employment in social service fields helping and supporting people with various social needs.

Social Service Worker Certificate program graduates can either work at the para-professional level, or continue their education to diploma and degree levels of professional education.

SOCIAL SERVICE WORKER CERTIFICATE

Fall Semester 2007 (September - December)

- ENGL 101-3 Introduction to Composition
- ENGL 190-3 Introduction to University Writing*
- PSYC 101-3 Introductory Psychology I
- SOCI 101-3 Introductory Sociology I
- SSW 109-3 Computers in Human Services I
- SSW 112-3 Interpersonal Communication
- SSW 191-3 Introduction to Social Service Agencies

Winter Semester 2008 (January - June)

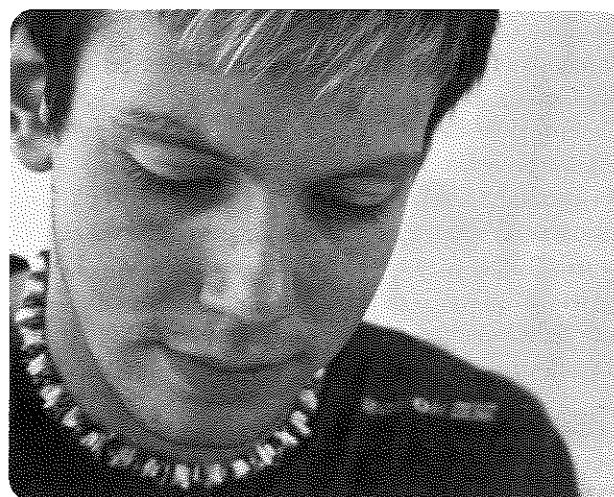
- ANTH 112-3 First Nations of BC
- PSYC 102-3 Introductory Psychology II
- SOCI 102-3 Introductory Sociology II
- SSUC 100-1 Student Success*
- SSW 110-3 Computers in the Human Services II
- SSW 113-3 Helping Skills
- SSW 192-3 Introduction to Social Service Practice
- SSW 197-3 Social Service Worker Practicum I

* under review

FURTHER EDUCATIONAL OPPORTUNITIES

Graduates of the SSW Certificate program are eligible to enter the Social Service Worker Diploma program. Certificate graduates accumulate university credit courses needed for the Associate Degree in Arts at NWCC, entry into SFU's PDP (teacher training) program, UNBC's and UVIC's B.S.W. programs and Bachelor of Child and Youth programs.

Potential students who lack the academic requirements for admission to the SSW Certificate program should consider obtaining the necessary requirements in NWCC's Career and College Preparation (CCP) program. Talk to an Educational Advisor today about the educational options available at NWCC.



SOCIAL SERVICE WORKER DIPLOMA

Social Service Worker Diploma program is of interest to those who have successfully completed a Social Service Worker Certificate and want to pursue more focused studies. Social Service Worker Diploma program graduates can either work at the para-professional level, or continue their education to diploma and degree levels of professional education.

Fall Semester 2007 (September - December)

- ENGL 151-3 Technical Writing I
- PSYC 201-3 Developmental Psychology I
- SOCI 205-3 Sociology of the Family
- SSW 213-3 Group Work
- SSW 295-3 Introduction to Social Work
- Plus any one university credit and/or SSW elective

Winter Semester 2008 (January - June)

- PSYC 202-3 Developmental Psychology II
- SOCI 206-3 The Family in Cross Cultural Perspective
- SSW 290-3 Community Development
- SSW 296-3 Social Policies
- SSW 298-3 Social Service Worker Practicum II
- Plus any two university credit and/or SSW elective

FURTHER EDUCATIONAL OPPORTUNITIES

Turn your Diploma into a Degree

Diploma graduates have accumulated most of the university credit courses needed for the Associate Degree in Arts at NWCC, entry into SFU's PDP (teacher training) program, and Bachelor of Child and Youth programs. SSW Diploma transfers as 60 credits upon admission to the Bachelor of Social Work at UNBC or as 60 credits toward a Bachelor of General Studies Degree at Athabasca University. Students who plan to transfer credit to another post-secondary institution should first consult with that institution to determine their admission requirements and appropriate university credit electives.

Trades Access

Prince Rupert (P) and Terrace (T) Campuses

Tuition-free, fees apply plus cost of text(s).

The Trades Access program provides students with a variety of trades training experiences plus academic skills to prepare for NWCC's trades programs or entry-level employment.

This thirty-week program offers students an introduction to trades including safe work practices, measurement and layout, cutting and welding, hand tools and shop equipment.

Academic skills are also incorporated into the program and include computer skills, career planning, trades Math, trades English, self-awareness, stress management, adaptation to change, communication skills, study skills and team building.

Students work on a variety of practical projects and are given instruction on basic tools and safety. A variety of certificates are included in the program such as First Aid, WHMIS, Hand Tools and Shop Equipment.

***Fall Semester 2007 (September - December)**

- Cutting and Welding (P)
- Measurement and Layout (P)
- Intermediate Education and Career Planning 030 (T) (P)
- Intermediate English 032 (P)
- Intermediate Mathematics 032 (T) (P)
- Introduction to Trades and Safe Work Practices (T) (P)
- WHMIS (Workplace Hazardous Materials Information System) (T) (P)

***Winter Semester 2008 (January - April)**

- Intermediate English 032 (T) (P)
- Intermediate Computer Studies 030 (T) (P)
- Intermediate Mathematics 032 (P)
- First Aid - Level One (T) (P)
- Hand Tools and Shop Equipment (T) (P)

* Semester offerings subject to change

FURTHER EDUCATIONAL OPPORTUNITIES

Program graduates will be eligible to enrol in a trades program, at Northwest Community College or another college or institute, such as automotive mechanic, carpentry, heavy-duty mechanic, millwright, outdoor power equipment, or welding.



THE NWCC ADVANTAGE

APPLIED LEARNING

Many NWCC programs offer hands-on learning. From Practical Nursing and Culinary Arts to Trades Training and Applied Coastal Ecology you practice what you learn in the classroom in the lab, shop, kitchen or tidal pool. Many programs include work experience practicum placements where you apply what you've learned and practice your skills in workplace environments.

FOUNDATION TRADES TRAINING

Foundation Trades Training (formerly known as E.L.T.T.) prepares students with the entry-level skills required for employment in a trade. Trades programs provide a solid foundation for careers and students receive credit for the first level Apprenticeship technical training. For complete program information visit www.nwcc.bc.ca.

Automotive Repair Technician

Terrace Campus

Tuition \$1946.00 (plus fees, books, tools and supplies)

The Automotive Repair Technician Certificate program is designed to prepare students with the entry-level skills required for employment in the automotive service industry. The curriculum provides a solid foundation for career advancement and specialization in the field and is equivalent to the first level apprenticeship technical training.

Carpentry

Terrace Campus and Community-based delivery

Tuition \$1298.00 (plus fees, books, tools and supplies)

The Carpentry Certificate program is designed to prepare students with the entry-level skills required for employment in the carpentry trade. The curriculum provides a solid foundation for career advancement and specialization in this field and is equivalent to the first level apprenticeship technical training.

The program utilizes practical projects and students must be prepared to participate in class projects in an outdoor environment.



Electrical

Prince Rupert Campus

Tuition \$1557.00 (plus fees, books, tools and supplies)

The Electrical program prepares students for entry-level positions as “Electrical Worker” apprentices with electrical contracting companies involved in residential, commercial, and industrial construction and maintenance. Students learn to access and utilize resource materials, follow procedures and make sound decisions while installing and maintaining electrical equipment. Graduates find employment as electrical apprentices installing and maintaining lighting, heating, control, alarm, data and commercial systems in residential, commercial and industrial settings, and numerous other related fields.

Heavy Duty / Commercial Transport Repair Mechanic

Terrace Campus

Tuition \$2400.00 (plus fees, books, tools and supplies)

The Heavy Duty/Commercial Transport Repair Mechanic Certificate program is designed to prepare students with the entry-level skills required for employment in the trade. The curriculum provides a solid foundation for career advancement and specialization in this field and is equivalent to the first level apprenticeship technical training.

Heavy-Duty Mechanics and Commercial Transport Mechanics trade designations are best separated by identifying Heavy-Duty Mechanics as off-road mobile equipment mechanics, and Commercial Transport Mechanics as on-road mobile equipment mechanics.

Millwright (Industrial Mechanic)

Terrace Campus

Tuition \$1298.00 (plus fees, books, tools and supplies)

The Millwright program develops the skills and knowledge necessary for installation, maintenance and repair of a wide variety of stationary machinery. Millwrights are highly skilled people who work in industrial settings like pulp and lumber mills, mines and manufacturing plants. They are required to read blueprints, weld, troubleshoot and repair all types of equipment.

Outdoor Power Equipment Technician (Small Engine Repair)

Community-based delivery

Tuition \$1298.00 (plus fees, books, tools and supplies)

The Outdoor Power Equipment Technician program is designed to give students the entry-level technical skills necessary to begin work as an apprentice diagnostic and repair technician within the outdoor power equipment trade. Students will use practical shop facilities to gain competence in a range of service operations for snowmobiles, outboard motors, lawnmowers, chainsaws, etc., with an emphasis on customer relations.

Community-Based Program Delivery

Program location is dependent upon a specified minimum number of student enrolments.

Contact NWCC for more information.

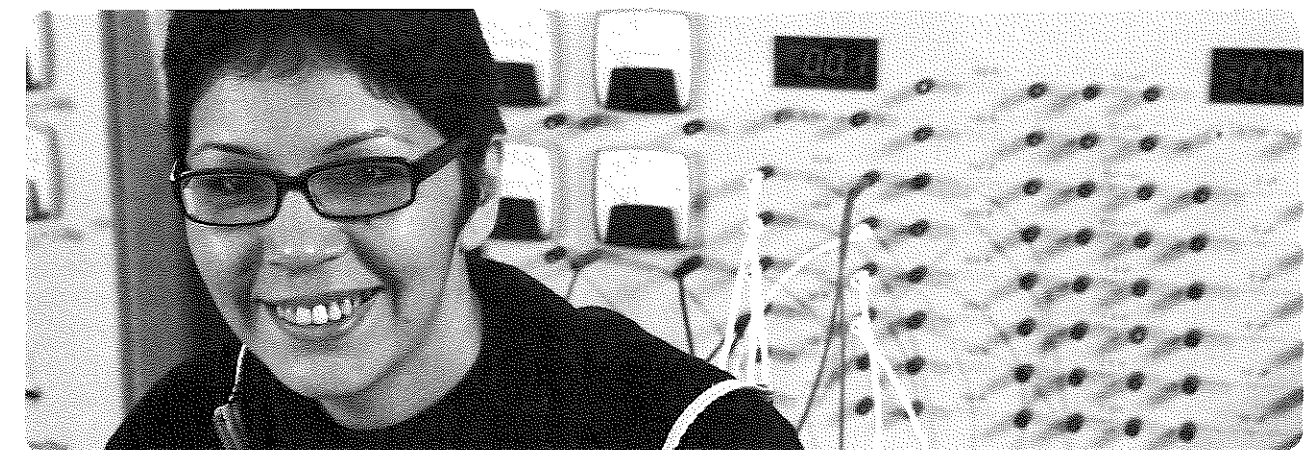
Community-based programs are designed to enable community members to participate in construction activities in their own communities. Northwest Community College will deliver customized programs that combine classroom studies with on-site community projects designed to meet your community’s needs. Community-based programs include Carpentry, Outdoor Power Equipment and Residential Building Maintenance Worker.



THE NWCC ADVANTAGE

APPLIED LEARNING

Skilled trades workers are in short supply and high demand in the BC labour market. At NWCC you can get the training you need in a wide range of skilled trades and industry occupational areas including construction, hospitality and automotive. Learning a trade will set you on the road to a long and rewarding career. The Red Seal Certification obtained in BC is recognized throughout Canada.



THE NWCC ADVANTAGE

NWCC has one of the lowest tuition rates in the province.

APPRENTICESHIP TRAINING

Indentured apprentices combine on-the-job training with formal classroom technical training at Northwest Community College to earn journeyman classification.

Apprenticeship training at NWCC includes Carpentry Level 1 through Level 4, and Welding Level C, Level B and Level A, Electrical, Millwright (Industrial Mechanic), and Residential Building Maintenance Worker. Based upon demand, NWCC offers apprenticeship training programs for Automotive Repair Technician, and Heavy Duty / Commercial Transport Repair Mechanic.

Carpentry Apprenticeship Level 1 - Level 4

Terrace Campus

Tuition each level \$387.00 (plus fees, books and supplies)

Apprentices complete a four-year, four-level program that includes 4,680 workplace and 720 school training hours. After successful completion of the program, the apprentice will be issued the BC Certificate of Apprenticeship, BC Certificate of Qualification, and the Interprovincial Standard Endorsement (Red Seal). For more information on the Red Seal please see www.red-seal.ca.

Electrical Apprenticeship - Level 1 and Level 2

Prince Rupert Campus

Tuition \$649.00 (plus fees, books and materials)

Electrical apprentices complete a four-year, four-level program that includes 6000 hours workplace and 1200 school training hours. After successful completion of the program the apprentice will be issued the provincial qualification certificate and may qualify to achieve the interprovincial Red Seal endorsement. For more information on the Red Seal please see www.red-seal.ca.

Millwright (Industrial Mechanic) Apprenticeship — Level 1 - Level 4

Terrace Campus

Tuition \$454.00 (plus fees, books and materials)

Millwright apprentices complete a four-year, four-level program that includes 6360 hours workplace and 840 school training hours. After successful completion of the program the apprentice will be issued the provincial qualification certificate and may qualify to achieve the interprovincial Red Seal endorsement. For more information on the Red Seal please see www.red-seal.ca.

Residential Building Maintenance Worker Apprenticeship

Community-based delivery Level 1 and Level 2

Contact NWCC for more information.

Developed by the Aboriginal Apprenticeship and Industry Training, BC's Industry Training and Apprenticeship Commission, and the Secwepemc Cultural Educational Society, this 24-week program, delivered in eight week segments each May and June for three years, provides technical training for students to become apprentices* in the maintenance of residential and small buildings. Skills and training include plumbing, electrical and carpentry repairs; installing concrete products; maintenance and installation of gutters, downspouts, flashing, shakes, gyproc and insulation products; maintenance of forced air heating systems and small power equipment.

*Designation is under review by the BC Industry Training Authority



THE NWCC ADVANTAGE

DID YOU KNOW?

High school students can graduate high school with credit for the first level of technical training at Northwest Community College? They can if they ACE-IT. ACE-IT (Accelerated Credit Enrolment in Industry Training) is an industry certification program for BC secondary school students that enables them to earn both graduation credits and credit for the first level of technical training associated with an Industry Training Program or apprenticeship. Contact your school counsellor for complete information.

Welding and Welder/Fitter Apprenticeship

Terrace Campus

Tuition Welder/Fitter \$2400.00 (plus fees, books, tools and supplies)

Tuition Level C \$2400.00 (plus fees, books, tools and supplies)

Tuition Level B \$1038.00 (plus fees, books and supplies)

Tuition Level A \$779.00 (plus fees, books and supplies)

The Provincial Welders Training program is a competency-based, directed learning program. There are three levels of training that, along with documented welding experience, prepare students for a career in manufacturing, fabrication and/or maintenance shops, servicing the fishing, forestry, mining, petroleum and transportation industries. A Level C Welder is restricted to structural and non-pressure applications; Level B Welders qualify for pressure welding certification; while Level A Welders are employable throughout the welding industry.

Welder/Fitter program integrates Level C Welder and fabrication skills. These include layout, marking, cutting, burning, shearing, riveting, and bolting to fit and assemble metal fabrication projects.

Welding apprentices complete a three-year, four-level program including 4,680 workplace and 720 school training hours. After successful completion of the program and the Interprovincial exam, the apprentice will be issued the BC Certificate of Apprenticeship, BC Certificate of Qualification and Interprovincial Standard Endorsement (Red Seal).

LEVEL 1-C -

Apprentices demonstrate the ability to weld various steel and aluminum parts using SMAW, GMAW and FCAW processes in fabrication, construction and erection, and repair components or structures in plate and structural applications.

LEVEL 2-C -

Further to Level 1-C training, apprentices demonstrate the ability to weld various steel and aluminum parts using SMAW, GMAW and FCAW processes in fabrication, construction and erection, and repair components or structures in plate and structural applications.

LEVEL 3-B -

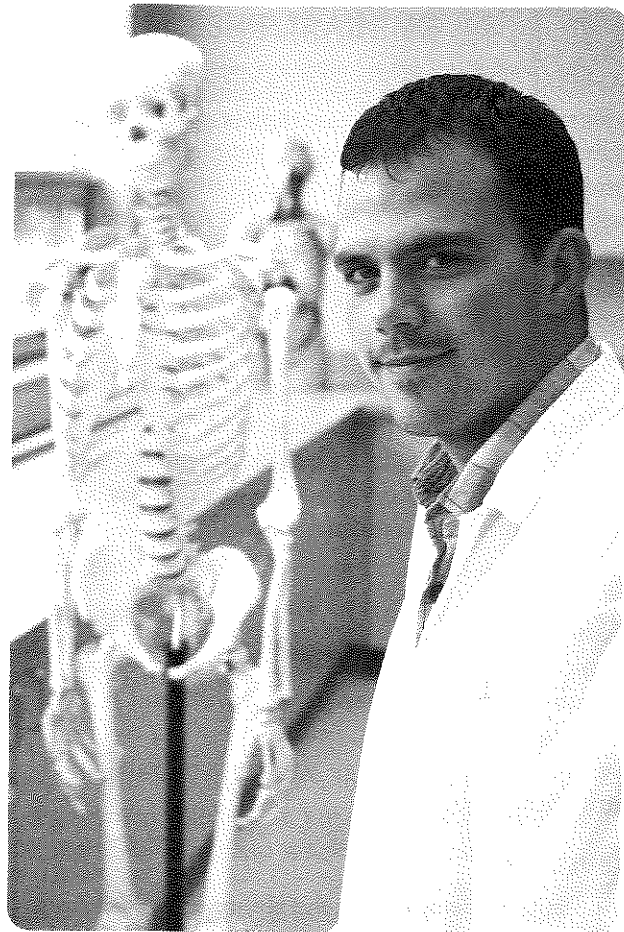
Apprentices demonstrate the ability to weld ferrous and non-ferrous metals in all positions, on both plate and /or pipe using SMAW, GMAW and FCAW processes. After successful completion of Level 2, the apprentice qualifies to challenge the Prequalified Welding Procedures (PWP) exams in British Columbia.

LEVEL 4-A -

Apprentices possess advanced work experience, training and the ability to weld materials, including specialized alloys, by all manual welding processes.

For more Welder and Welder/Fitter Apprenticeship information visit the BC Industry Training Authority website at www.itabc.ca.





University Credit (UC) with Associate Degrees in Arts and Science

Prince Rupert, Smithers, Terrace Campuses, in addition to online and teleconference options

Tuition \$248.39 per course (plus fees, books and supplies)

UNIVERSITY CREDIT ADVANTAGES

Whatever your stage of life, the University Credit (UC) program has something to offer you. With Associate Degrees and more than 220 transferable credit courses the UC program can help you meet your educational goals:

- Bachelor's Degree Path
- Entering the workforce
- Program laddering
- Professional development and life long learning

Associate Degrees - Arts and Science Bachelor Degree Path

The Associate of Arts Degree and Associate of Science Degree are provincial credentials designed to prepare students for careers following graduation or allowing them to transfer into a Bachelor's Degree program.

The Associate Degree curriculum comprises two years of university level study in a variety of academic areas. Students complete a broad range of courses, balanced with in-depth study in specific disciplines. They can earn the first two years of a four-year Bachelor Degree and then transfer* directly into the third year of a degree program at BC universities.

Graduates with an Associate Degree who do pursue further study receive priority admission at some BC universities - SFU and UNBC offer an admission advantage to students who have completed an Associate Degree - and a guarantee of 60 transfer credits at universities and university colleges in BC - even if all the courses taken towards the degree do not transfer individually to that institution.

*Students who plan to transfer credit to another post-secondary institution should first consult with that institution to determine their admission requirements and appropriate university credit electives. For more information about course transferability visit <http://www.bctransferguide.ca>.

Both the Associate of Arts Degree and Associate of Science Degree offer flexibility that allow students to plan their educational program and complete the required 1st and 2nd year courses of their intended major. An Associate Degree is a recognized and credible academic achievement.

An **Associate of Arts Degree** is a key pathway to Social Services and Humanities Degrees such as English, History, Psychology and Anthropology.

An **Associate of Science Degree** is a key pathway into Biological, Health and Medical degrees.

Obtaining an Associate Degree from NWCC reduces the total cost of the four-year bachelor's degree and provides a strong academic foundation from which to transition into a university setting.

Visit the College Web site for complete Associate Degree program details.

For more information on BC Associate Degrees visit <http://www.bctransferguide.ca/associate/>.



CORE COURSE GUARANTEE

Northwest Community College offers a core set of 1st year courses that allow students to complete the first year of an Associate of Arts Degree in as little as one full academic year at Prince Rupert, Smithers and Terrace campuses.

NWCC also offers a core set of 2nd year courses required for completion of a two-year Associate of Arts Degree or Associate of Science Degree in as little as two full academic years at both Prince Rupert and Terrace, and those required to complete an Associate of Arts Degree in as little as three years at Smithers (this can be shortened if combined with online courses).

In addition to the guaranteed core courses, Northwest Community College offers a wide range of 1st and 2nd year university credit elective courses, including those required for Elementary Teacher Education, Social Service Worker, Computer Technology, Associate of Arts Degree - Criminology specialization, and Bachelor of Science in Nursing programs.

TURN YOUR CREDITS INTO AN ASSOCIATE DEGREE

If you've accumulated university course credits - from NWCC or any other post-secondary institution - turn them into an Associate Degree at NWCC.

An Associate Degree (A.D.) is a valuable employment and academic credential - use it to start your career or transfer to a bachelor's degree program. NWCC offers a comprehensive choice of 1st and 2nd year courses to help you complete your A.D. Talk to an Educational Advisor today.

For more information see Associate Degrees, pages 28-31.

Here's an Exciting Option for Associate of Arts Students

Associate of Arts Degree - Criminology specialization

Understanding Crime

Crime knows no limits, has no prejudice, and is a part of every human culture. In response, a comprehensive infrastructure has developed that explores ways to understand crime, prevent it, control it, and deal with its consequences. This infrastructure is made up of an array of disciplines such as: law, psychology, policing, sociology, cultural studies, and social services. Each contributes to the greater understanding of crime in our society.

Criminology at NWCC reflects this multidisciplinary approach and provides students with the opportunity to delve into the various aspects of crime and understand it from the point of view of each discipline. Students study the characteristics of criminals and deviant behaviour and how the law and the courts attempt to prevent and control crime.

The Criminology specialization program allows students to focus on the area of criminal justice while receiving the benefits of an Associate Degree. It has been designed to facilitate maximum transferability to a BA, Criminology degree program or to conclude in as little as two years at NWCC.

Criminology courses transfer to full degree programs, allowing students to complete half their degree at Northwest Community College.



PROGRAM OPTIONS

ELECTIVES FOR OTHER DEGREES

Those studying for careers in other areas (e.g. Social Work) or earning an Associate of Arts Degree – can use criminology courses as elective credits toward their diploma/degree.

PROFESSIONAL DEVELOPMENT

Those who work in the criminal justice system or related organizations (e.g. drug/alcohol counseling, youth groups, mediation) will also find criminology courses of use and interest. You choose which criminology courses are most appropriate for your occupation.

PERSONAL INTEREST

Crime is a contemporary topic that is of interest to many people. Each criminology course provides an in-depth look into specific topic areas and can be taken on an individual basis based on personal or career related interest.

COURSE CREDIT FOR TRANSFER TO OTHER POST-SECONDARY INSTITUTIONS

All NWCC university credit courses are individually transferable* to universities, university colleges and other post-secondary institutions within BC. Students can tailor their course selections to meet the requirements of their desired degree or accumulate credits.

Entering the Workforce

Associate Degrees are recognized employment credentials. They provide students with important foundation employment skills:

- advanced reading comprehension
- effective written and oral communications
- mathematical and scientific reasoning
- computer and technological literacy
- research and evaluative skills
- analysis, synthesis and integration of knowledge
- critical thinking and problem solving
- application of theoretical understanding to practice
- working collaboratively

Program Laddering

Many NWCC career programs such as Applied Coastal Ecology, Business Administration, First Nations Public Administration, Bachelor of Science in Nursing, Computer Technology, and Social Service Worker include university credit (transferable) courses.

After completing university credit courses or an Associate Degree, students may choose to take a more direct route on their chosen career path by enrolling in a career program at Northwest Community College or another post-secondary institution. Credits from completed UC courses can transfer* to the career program – another great way to get a head start on a career!

Obtaining a credential in a career program is of benefit for university credit students or university graduates as it augments their academic and theoretical knowledge with applied learning skills, improving employment potential and career advancement opportunities.

Professional Development and Life long Learning

University credit courses cover a wide variety of subjects and can be taken for professional development or general interest. Courses are offered in the evening to accommodate working schedules. Online and distance delivery methods also increase course accessibility.

Seniors can enrol in university credit courses tuition-free, based on seat availability. For just the cost of books and materials seniors can pursue their learning interests and education goals.

Students who do not have the prerequisites for certain UC courses may upgrade by taking Career and College Preparation (CCP) courses.



THE NWCC ADVANTAGE

BACHELOR OF GENERAL STUDIES (BGS)

Yes, you can get a Bachelor Degree at NWCC.

In partnership with Athabasca University, Business Administration Diploma graduates can continue their studies at NWCC and obtain a BGS degree. Contact the College for full details.

NWCC is your gateway to a successful education. By starting here you'll save money through lower tuition costs and you'll benefit from small class sizes, with more student/teacher interaction and attention. Plus, the courses you take here are the same as those at other universities, enabling you to transfer the credits you earn to the university, university-college or college of your choice in BC.

NWCC University Credit students have a high rate of success when they start their studies here. You have a home advantage with Northwest Community College.

*Students who plan to transfer credit to another NWCC program or post-secondary institution should first consult with the institution to determine admission requirements and appropriate university credit electives. For more information about course transferability visit <http://www.bctransferguide.ca>.

Spring/Summer Semester 2007 (April - August)

Anthropology 203-3	Northern Nations of the Northwest Coast	T
Anthropology 250-3	Introduction to Biological Anthropology	P
Criminology 103-3	Psychology of Crime and Deviance	P
Criminology 230-3	Criminal Law in Canada	T
English 190-3	Introduction to University Writing	T
English 209-3	Creative Writing I	T
Geography 111-3	Introduction to Human Geography	T
Political Science 203-3	International Politics	T
Sociology 205-3	Sociology of the Family	P

Fall Semester 2007 (September - December)

Anthropology 102-3	Introduction to Social and Cultural Anthropology	P,T
Anthropology 111-3	First Nations of Canada	T
Anthropology 112-3	First Nations of British Columbia	S,P
Anthropology 201-3	World Cultures	T
Anthropology 212-3	Cultural Resource Management	P
Anthropology 215-3	Archaeology of the Americas	T
Art History 151-3	History of World Art from Beginnings to 1400	S
Asian Studies 101-3	Imperial China	P
Biology 101-3	Introductory Biology I: Cells, Diversity and Physiology	P,T
Biology 131-3	Human Anatomy & Physiology I	P,T
Biology 201-3	Invertebrate Zoology	P
Biology 205-3	Cell Structure and Function	T
Biology 211-3	Principles of Ecology	T
Biology 220-3	Pathophysiology	T
Biology 222-3	Human Nutrition	T
Chemistry 101-3	Introductory Chemistry I	P,T
Chemistry 121-3	Principles of Chemistry I	T
Chemistry 230-3	Organic Chemistry I	P,T
Computer Science 111-3	Introduction to Computers	P,S,T
Criminology 101-3	Introduction to Criminology	P,T
Criminology 103-3	Psychology of Crime and Deviance	T
Criminology 210-3	Law, Youth and Young Offenders	T
Economics 111-3	Principles of Microeconomics	P
English 101-3	Introduction to Composition	P,S,T
English 102-3	Introduction to Literature	T
English 151-3	Technical Writing I	P,T
English 190-3	Introduction to University Writing	T
English 209-3	Creative Writing I	On
English 267-3	Canadian Literature in English	Tel
Geography 150-3	Physical Geography I: Biogeography, Meteorology and Climatology	P,T
Geography 160-3	Physical Geography	S
Geography 210-3	Environments and Society	T

Geography 226-3	Regional Geography of Canada	P,T
History 105-3	Canada to the Mid-19th Century	P,T
History 210-3	History of Western Canada	T
History 213-3	History of BC	S
Math 101-3	Calculus I: Differential Calculus	P,T
Math 131-3	Introduction to Statistics	P,T
Math 140-3	Finite Mathematics	T
Math 190-4	Principles of Mathematics for the Elementary School Teacher	On
Oceanography 208-3	Introduction to Physical, Chemical and Geological Oceanography	P
Philosophy 101-3	Introduction to Philosophy	Tel
Physics 101-3	Introductory Physics I	P,T
Physics 121-3	Advanced Physics I	T
Political Science 101-3	Canadian Politics I	S,T
Political Science 203-3	International Politics	P
Psychology 101-3	Introductory Psychology I	P,S,T
Psychology 201-3	Developmental Psychology I	S,T
Psychology 205-3	Psychology of Drugs and Chemical Addiction	T
Psychology 221-3	Abnormal Psychology and Therapy I	P
Sociology 101-3	Introductory Sociology I	P,S,T
Sociology 205-3	Sociology of the Family	T
Sociology 250-3	Sociology of Deviance	P,S,T
Women's Studies 101-3	Women in Canada	T
Women's Studies 102-3	Introduction to Women's Studies	P



ONLINE COURSES

English 209-3	Creative Writing I
Math 190-4	Principles of Mathematics for the Elementary School Teacher



TELECONFERENCE COURSES

English 267-3	Canadian Literature in English
Philosophy 101-3	Introduction to Philosophy

LOCATION KEY FOR CAMPUSES:

P = Prince Rupert
S = Smithers
T = Terrace

Winter Semester 2008 (January - April)

Anthropology 101-3	Human Origins	P,T
Anthropology 111-3	First Nations of Canada	P
Anthropology 112-3	First Nations of British Columbia	T
Anthropology 202-3	Indigenous Cultures in Transition	T
Anthropology 206-3	Anthropology of Religion	S
Anthropology 240-3	Introduction to Archaeology	P
Art History 152-3	History of World Art Since 1400	S
Asian Studies 102-3	The History of Modern China	P
Biology 102-3	Introductory Biology II: Genetics, Evolution and Ecology	P,T
Biology 132-3	Human Anatomy & Physiology II	P,T
Biology 133-3	Applied Microbiology	T
Biology 203-3	Non-Vascular Plants and Fungi	P
Biology 206-3	Cell Biochemistry	T
Biology 214-3	Microbial Human Interactions	T
Biology 221-3	Pharmacology for Nurses	T
Chemistry 102-3	Introductory Chemistry II	P,T
Chemistry 122-3	Principles of Chemistry II	T
Chemistry 231-3	Organic Chemistry II	P,T
Computer Science 123-3	Computer Programming	P
Computer Science 141-3	Integrated Software Tools	P
Criminology 131-3	Introduction to Criminal Justice System	T
Criminology 135-3	Introduction to Criminal Law and Legal Institutions: a Criminal Justice Perspective	T
Criminology 213-3	Women and Crime	T
Criminology 230-3	Criminal Law in Canada	P
Economics 112-3	Principles of Macroeconomics	P
English 101-3	Introduction to Composition	T
English 102-3	Introduction to Literature	P,S,T
English 151-3	Technical Writing	T
English 152-3	Advanced Technical Writing II	P
English 210-3	Creative Writing II	T
English 213-3	Creative Writing — Non-Fiction	On
English 276-3	American Literature	Tel
Geography 110-3	People and the Environment	P
Geography 160-3	Physical Geography II: Geology, Geomorphology and Soils	P,T
Geography 204-3	Spatial Analysis and Geographic Information Systems (GIS)	P
Geography 222-3	Economic Geography	T
Geography 226-3	Regional Geography of Canada	S
History 106-3	Canada Since the Mid-19th Century	P,T
History 231-3	Germany in the 20th Century	T
History 241-3	The Soviet Union, 1917-1990	P
Math 102-3	Calculus II: Integral Calculus	P,T
Math 115-3	Pre-Calculus	On
Math 131-3	Introduction to Statistics	T
Math 190-4	Principles of Mathematics for the Elementary School Teacher	On,T

Oceanography 209-3	Introduction to Biological Oceanography	P
Philosophy 102-3	Moral Philosophy	Tel
Physics 102-3	Introductory Physics II	P
Physics 122-3	Advanced Physics II	T
Political Science 102-3	Canadian Politics and Government	S,T
Political Science 213-3	International Political Economy	P
Psychology 102-3	Introductory Psychology II	P,S,T
Psychology 202-3	Developmental Psychology II	S,T
Psychology 207-3	Introduction to Mental Health Counseling	T
Psychology 222-3	Abnormal Psychology and Therapy II	P
Sociology 102-3	Introductory Sociology II	P,S,T
Sociology 206-3	The Family in Cross-Cultural Perspective	T
Sociology 251-3	Crime and Society	P,S,T
Women's Studies 101-3	Women in Canada Studies	P
Women's Studies 102-3	Introduction to Women's Studies	S,T

Spring/Summer Semester 2008 (May - August)

Anthropology 204-3	Central Nations of the Northwest Coast	T
Art History 151-3	History of World Art from Beginnings to 1400	T
Criminology 210-3	Law, Youth and Young Offenders	P
Criminology 230-3	Criminal Law in Canada	T
English 190-3	Introduction to University Writing	T
English 212-3	Creative Writing II - Poetry	P
Geography 221-3	Social Geography	T
Philosophy 102-3	Moral Philosophy	P



ONLINE COURSES

English 213-3	Creative Writing — Non-Fiction
Math 115-3	Pre-Calculus
Math 190-4	Principles of Mathematics for the Elementary School Teacher



TELECONFERENCE COURSES

English 276-3	American Literature
Philosophy 102-3	Moral Philosophy

LOCATION KEY FOR CAMPUSES:

P = Prince Rupert
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Courses are subject to change. For most current information, go to NWCC Homepage (www.nwcc.bc.ca) and click on the link to timetables. All prospective students must meet the College admission policy and specific admission requirements (prerequisites) for their selected course.

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5th Anniversary

Kitlope Field School

Unique learning in the Kitlope Heritage Conservancy allows you to earn six university credits in just three weeks.

July 3 - July 23, 2007. Monday - Friday, 9am - 4pm.
Terrace Campus

Enrolment is limited. Contact NWCC for more information

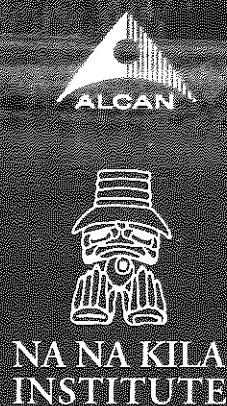
For three weeks each summer, Northwest Community College, in partnership with the Haisla Elders, Hereditary Chiefs, the Na Na Kila Institute, and Alcan, offer the Kitlope Field School. Two field-based, fully transferable university credit courses integrate the disciplines of Anthropology and Geography, achieving a holistic approach to the understanding of Northwest Coast First Nations culture and human geography. These courses incorporate a significant field-studies component, including a five-day excursion case study, learning with Haisla Elders in the Kitlope Heritage Conservancy, the largest pristine temperate coastal rainforest in the world.

When in the Kitlope, with the help of Na Na Kila Watchmen, students participate in short trips led by the Hereditary Chiefs and Haisla Elders who act as cultural guides for culturally significant sites. Students experience the privilege of sharing in the oral history and study of the area's geography, ecology and anthropology. This unique, first-hand glimpse into the region, as seen through the eyes of the Haisla, is the foundation of the field school.

Anthropology 203-3 Northern Nations of the Northwest Coast
Geography 111-3 Introduction to Human Geography
(courses can be taken concurrently)

FURTHER EDUCATIONAL OPPORTUNITIES

The Kitlope university credit courses may be used as credit toward a NWCC Associate of Arts Degree or transferred to various universities, university/colleges, and colleges in BC to complete undergraduate degrees.



Continuing Education Department

The Continuing Education department offers a diverse range of course offerings and programs to meet your community's needs for quality, accessible training. Developed in response to local interest from individuals, industry and business; courses are offered weekdays, evening, and weekends. All courses/programs offered by Continuing Education can be offered through private contract training to accommodate your organizations time and work needs.

Container Port Training

- Basic Safety Certificate
- Refrigeration Certificate
- Driver Training
- Warehouse Personnel
- Office Personnel
- Customs Certificate
- Marine-Based Training

First Aid Training

- WCB - Occupational First Aid Level 1, 2, 3
- Transportation Endorsement
- Red Cross - CPR Level "C"
- Red Cross - ChildCare (formerly ChildSafe)
- WHMIS
- WCB - Worksafe Modules

Marine Training

- Coastal Navigation
- Fishing Master IV/Certificate of Service
- Masters Limited
- Marine Emergency Duties (MED) A1, A2, A3
- Restricted Radio Operator's Certificate (ROC-M, ROC-MC)
- Marine Advanced First Aid
- Small Vessel Operator

Oil & Gas Industry Training

- H2S Alive
- Petroleum Safety Training
- Transportation of Dangerous Goods
- Enform Chainsaw Safety
- WHMIS

Professional/Career Development

- JIBC - Conflict Resolution Certificate Program
- Professional Instructors Diploma Program
- Administrative Assistant Fundamentals

Workforce Training

- Building Service Worker Level 1, 2
- Traffic Control Flagging
- Forklift Operator Certification
- Airbrakes Endorsement
- S-100 Fire Suppression
- Computer Skills for Work
- Excavator Operator
- Tourism Essential Skills
- Foodsafe Level 1, 2
- Cashier Training
- Transportation of Dangerous Goods

NORTHWEST COMMUNITY COLLEGE SCHOOL OF

EXPLORATION & MINING

- Mining Exploration Field Assistant
- Basic Prospector
- Surface Diamond Drilling
- Exploration Camp Manager
- Metal Leaching/Acid Rock Drainage
- Reclamation & Prospecting (RAP)
- BEAHR Environmental Monitoring
- Radiation Safety Officer
- Core Logger Certificate
- Driller's Helper

For more information on any of the courses listed here, or for a more in-depth look at Continuing Education courses at Northwest Community College, please visit our website at www.nwcc.bc.ca and click on the Continuing Education link to browse through our many course offerings. You can also click on "sign me up" and get up-to-date information on course offerings in your community or you can email continuinged@nwcc.bc.ca

Program	Tuition and Added	Books	Materials / Lab	Supplies Clothing	Tools	Fieldwork Practicum Exams	Total
Adult Special Education	2,336.00	150.00		35.00			2,521.00
Applied Business Support	1,242.00	1,000.00		300.00			2,542.00
Applied Coastal Ecology	4,637.00	1,600.00	*	400.00	345.00	150.00	7,132.00
Automotive (Foundation)	1,946.00	450.00	330.00	250.00	800.00		3,776.00
BScN	2,484.00	1,180.00	*	800.00		975.00	5,439.00
Business Administration	2,484.00	1,000.00		100.00			3,584.00
Bus Tech Online							
Accounting Specialty	1,035.00	700.00		150.00			1,885.00
Office Assistant	1,324.00	1,000.00		100.00			2,424.00
Career & College Prep (tuition free, fees apply)	233.00	☞ 200.00		50.00			483.00
Carpentry Apprentice	387.00	☞ 525.00	120.00				1,034.00
Carpentry (Foundation)	1,298.00	450.00	400.00	200.00	650.00		2,998.00
Computer Technology	3,495.00	1,100.00		200.00			4,795.00
Culinary Arts Level I - Certificate	2,595.00	600.00	440.00	470.00	320.00	300.00	4,725.00
Culinary Arts Level II - Diploma	2,336.00	1,000.00	396.00	370.00	320.00	1,500.00	5,922.00
Early Childhood Education	3,478.00	1,500.00		750.00			5,728.00
Electrical	1,557.00	450.00	264.00	250.00	350.00		2,871.00
Electrical Apprentice	649.00	450.00	110.00				1,209.00
English as a Second Language (tuition free, fees apply)	233.00	75.00		50.00			358.00
Essential Skills for Work (tuition free, fees apply)	135.00	200.00					335.00
First Nations Artist in Residence	4,000.00		1,000.00				5,000.00
First Nations Public Administration *	3,224.00	1,000.00					3,484.00
Heavy Duty Mechanics (Foundation)	2,400.00	810.00	407.00	350.00	1,000.00		4,967.00
Home Support / Resident Care	1,557.00	150.00	264.00	300.00		200.00	2,471.00
Millwright (Foundation)	1,298.00	250.00	220.00	350.00	700.00		2,818.00
Millwright Apprentice	454.00	450.00	77.00				981.00
Outdoor Power Equipment	1,298.00	550.00	220.00	350.00	740.00		3,158.00
Practical Nursing	3,974.00	1,180.00	390.00	800.00		975.00	7,319.00
Social Service Worker	2,981.00	1,000.00		200.00		200.00	4,381.00
Special Education Assistant	395.00	vary/course	35.00			expenses vary	430.00
Trades Access (tuition free, fees apply)	233.00	340.00	341.00	175.00			1,089.00
University Credit	2,484.00	1,000.00	*	150.00			3,634.00
Welding and Welder/Fitter	2,400.00	170.00	1,110.00	580.00	500.00		4,760.00
Welding B	1,038.00	170.00	480.00				1,688.00
Welding A	779.00	170.00	360.00				1,309.00

* Expenses are an estimate only, based on a two-semester, full-time course load and are subject to change.

☞ Book costs may vary.

* Fees shown are for full-time attendance; some offerings are only available part-time.

* Add \$39.00 per semester for each Lab course undertaken.

Program expenses for programs not listed above can be obtained by contacting NWCC.



Step 1 — Applying for Admission

To become a student at NWCC you need to apply and be accepted to a program before you enrol in your courses.

When to Apply

For some programs with limited class size an early application will increase your chances of being accepted because most offers of admittance are made according to the "application date" (the date your complete application is received).

Specific Date Applications

For most programs you apply on, or after, a certain date for entry to a specific semester. If you are not accepted into the program and wish to try again for a later date, you must re-apply.

Semester	You should apply before
Fall (September)	May 31* [March 31 for the BScN program]
Winter (January)	September 30*
Spring/Summer (May)	January 31*

*Some programs may reach capacity before this date. Programs with seats available may accept applications after this date, but applicants should check with Admissions before sending an application. Please note that applicants who apply after these dates, or who do not provide all the required documents by these dates, will generally be scheduled to register later than other applicants.

Continuous Applications

Programs with "continuous application" accept applications continuously, at any time throughout the year. Applicants are placed on a waitlist according to the date of application (provided the application is complete) and notified when a seat becomes available. The length of time you have to wait for a seat may vary greatly, depending on the program. You will not have to re-apply if you do not get a seat for the start date you preferred, but you may occasionally be asked to confirm that you remain interested in the program.

The Admission Process

There are three steps to becoming a student at NWCC:

1. APPLYING FOR ADMISSION

You need to apply for admission to your program of choice and supply the required documentation necessary for admission. Use the attached Application for Admission form or apply online from our Web site at www.nwcc.bc.ca, or from www.pas.bc.ca.

2. REGISTRATION IN COURSES

Once you are admitted to the College and receive notification from us that you have been accepted, you need to enrol in the courses you want, following the instructions regarding registration dates contained in the letter we send. You are able to register online for many programs. Registration options will be explained to you when you receive your acceptance letter.

3. PAYMENT OF FEES

Your registration is complete once full payment of your fees have been received by NWCC.

How to Apply

SUBMITTING REQUIRED DOCUMENTS

Gather all the necessary documents for a complete application for your program.

Check the NWCC Web site for the program you are interested in to determine all the documents required for a complete application. Depending on what is required: order official transcripts for courses completed, obtain any additional application forms from Admissions, update your resumé, arrange to get letters of reference, etc. You should write any required placement tests as directed by the Admissions Office.

ABOUT HIGH SCHOOL TRANSCRIPTS

If you are applying as a high school graduate you will have to provide NWCC with an official high school transcript showing you graduated. High school students can arrange to have their final transcripts transmitted directly from the Ministry of Education — please enquire at your school and be sure to include your BC Provincial Education Number (PEN) on your NWCC application form.

Many programs have entrance requirements that include proof of high school graduation and/or completion of high school courses. For these programs, your transcript is required as evidence that you have completed these courses.

Grade 12 students are required to submit an official transcript of any Grade 11 or 12 courses completed and interim grades for any courses in progress.

If you graduated in BC after 1974, you can contact the high school you attended for a transcript. BC high school graduates from any year can also contact the BC Ministry of Education for transcripts:

Student Certification Branch
Ministry of Education
P.O. Box 9886 Stn Prov Govt
Victoria, B.C. V8Y 9T6
Fax: (250) 356-0171

If you know your Personal Education Number (PEN), include it with your transcript request. Send (or fax) a written request with a \$10.00 fee (made out to the Minister of Finance) and make payment by certified cheque, money order, Visa, or Mastercard to the above address.

Students who graduated from a high school in another province or country should contact the Ministry or Department of Education in that province or country. In some areas, you will have to contact the high school directly.

SUBMISSION OF POST-SECONDARY TRANSCRIPTS

If you have applied for a program that requires completion of previous post-secondary work, you must submit your official transcripts in order for your application to be considered complete. Official transcripts are transcripts that arrive in the Admission Office in a sealed envelope from the sending institution, and that include the official seal or signature of that institution. Some institutions will only mail a transcript directly to the College — be sure you order them before you apply to NWCC (so they arrive within two weeks of your application) and include a note with your application stating they are being sent directly to NWCC.

If you still have some courses in progress, provide an official transcript of all the courses completed, and proof of registration in the courses in progress. If you are accepted conditionally, pending completion of the specific course(s), you will have to provide an official transcript upon completion of the required courses.

PLACEMENT GUIDES

Some programs require that you submit placement guide results when you apply. Read the Admission Requirements section of your program on the NWCC Web site to find out if you need any of these tests.



Evaluation of Applications

Once we have received your application you should expect to receive an acknowledgement letter within two to three weeks of submitting your application. Your student number will usually be included with this letter.

Your application will be checked for completeness and we will contact you regarding any missing documents or information. If there are missing requirements in your application, your application date will be changed to the date it is considered complete.

We will assess your complete application and send you a letter telling you whether you have been accepted into your chosen program. Some information regarding registration dates and procedures will be included.

For continuous application programs you may be told you have met entrance requirements but are on a wait list, waiting for a seat to become available. If you are waitlisted you may apply to other programs in the meantime.

Your acceptance to a program may be conditional. Final acceptance will be made upon proof you have successfully completed all entrance requirements for the program (this may include an interview or orientation session). You will be given a deadline to submit this information to the Admissions Office.

For new students — once accepted you will be sent registration information and a timetable with your registration time when you can select your courses.

For continuing students — your registration dates will be announced by the Admissions Office.

TRANSFER CREDIT

Applicants or continuing students who wish to have transfer credit evaluated, must request transfer credit. Official transcripts from each transferring institution will be required. Transfer credit can be useful if you have taken courses elsewhere that might be equivalent to required courses in a program, or equivalent to prerequisites for other courses you wish to take. You do not need to have all your transfer credits assessed if your plan is to transfer to and graduate from another institution, but you may want certain courses reviewed in order to meet course prerequisites at NWCC.

For further information about transferring credit, please contact an Educational Advisor. Transfer agreements in BC are detailed in the BC Transfer Guide at www.bccat.bc.ca.

Prior Learning Assessment (PLA) is a process that can allow you to earn credit for skills and knowledge you already possess, regardless of how and where your learning took place. For more details, contact an Educational Advisor or the Coordinator of the appropriate program.

Completing the Application for Admission Form

When you have gathered all the documentation from your previous education, complete and submit the Application for Admission form and attach the documentation required for your program. If you are currently enrolled in a prerequisite course, include proof of enrolment. Students who apply online still need to mail or bring these documents to the Admissions Office at the campus closest to their home. See back cover for campus contact information.

Indicate the program of your choice on the Application for Admission form, and if you want to apply to a second program, complete a separate form. Your application date for the second program will be based on the date the complete application for that program is received. If you are not sure what program you want to pursue, consult an Educational Advisor about course planning.

Please let the Admissions Office know if you are no longer interested in a program. Some students may wish to take courses in more than one program at a time.

Step 2 — Registration in Courses

Congratulations, you have been accepted to NWCC. Now comes the exciting part – selecting and registering for your courses.

Choose your Courses

You will need to know which courses to take in order to plan your schedule before you register. Students accepted into programs such as Business Administration, Social Services, etc, can choose their courses using the program outline on the Web site under their specific program. Read the NWCC Web site at www.nwcc.bc.ca carefully for the courses required for your program and their prerequisites. You should also read the Course Description sections for details about course content and prerequisites. Course and timetable information can also be searched on the College Web site.

You can contact Program Coordinators or Educational Advisors for more information. If you have questions, make sure you see an Educational Advisor in advance of course registration.

Plan your Timetable

At NWCC students set up their own timetable, or they can be assisted by an Educational Advisor. You cannot register until you have selected your courses and planned a conflict-free timetable. The Fall / Winter Timetable is usually available in May, and all new students will be mailed a timetable. Continuing students can pick up a timetable at the Admissions Office or find it online at www.nwcc.bc.ca. Ensure you set up a conflict-free timetable.

Be sure you read the essential information about scheduling courses, important dates and deadlines, withdrawing from courses, waitlisting, refund policies, etc.

Consider your Course Load

Each credit course has a credit value related to the number of hours per week you will spend in the class. For example, a three-credit course means that you will spend approximately three to six hours per week in class. Don't forget about all the reading, studying, essay writing as well that you will have to do for the class. Count on spending two to three hours outside of the class for every hour you spend in class, and plan your timetable accordingly, considering other things in your life like employment and family obligations that may impact your time.

For a three-credit course you can expect to spend an average of 8 to 10 hours per week in total on the course. For five courses (approximately 15 credits) you would spend about 30 hours per week on homework and studying, and 15 – 20 hours in class. That is a total of 45 – 50 hours per week, a little more than a full-time job!

Normally, a full-time (100% course load) student would take five courses each semester; however, for other purposes, such as financial aid, "full-time" may mean three courses or more. See an Educational Advisor for details.

Often, courses that begin in May are intensive – rather than being offered over a four-month (15 - 16 week) semester, spring semester courses usually run for 8 weeks. This means that you will have twice the amount of class work per week, for half the number of weeks you would normally attend and therefore you should plan to take fewer courses.

Plan Alternative Courses

There is no guarantee that the courses you want will still have space available when you come to register. Choose alternate courses before you register. Use any lists you received from your advisor and check program outlines on the Web site to help you make your selections. Make sure you have completed all the necessary prerequisites for your alternative courses as well.

Step 3 — Paying your Fees

Your registration is complete once full payment of your fees have been received by NWCC. The amount owing will be calculated at the time of registration and will depend on the programs and courses that you have registered for. Current fees are detailed on the NWCC Web site and due dates will be detailed in your acceptance letter.

Ways to pay your fees:

- Online using American Express, MasterCard or Visa
- Cash, cheque, American Express, MasterCard, Visa or Interac
- Sponsorship letter from sponsoring agency
- Over the phone to the local campus cashier

Here are some typical course costs for the school year – see Program Expenses Table (p.36) for details.

CREDIT PROGRAMS

- One three-credit course (e.g., English 101) costs \$248.39
- Most full-time students register for 15 or more credits each semester.

VOCATIONAL PROGRAMS

- Four weeks of Vocational training, e.g. Welding (one month) costs up to \$379.57
- Fees for the full fall semester are up to \$1518.08 (includes fees listed below)

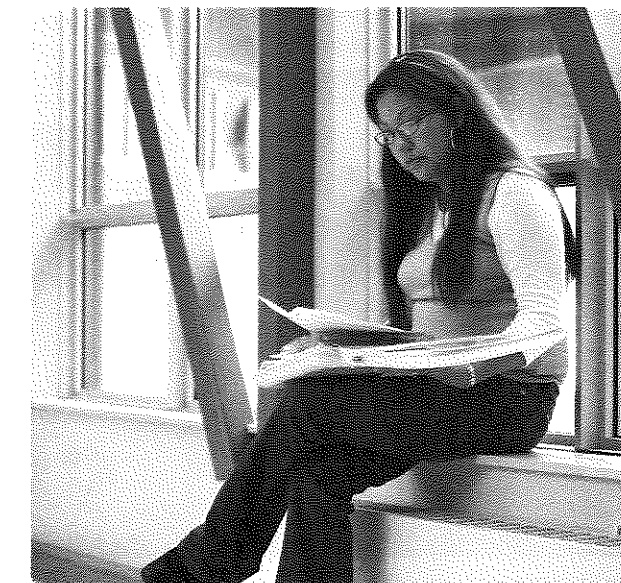
ADDITIONAL ESTIMATED EXPENSES

In addition to tuition (see Program Expenses table, page 36) *pro-rated* fees are included to cover:

- Student Association and Canadian Federation of Students Fees of \$35.85 per semester for full-time students.
- A Technology Fee of \$50.00 per semester for full-time students.
- An Infrastructure Fee of \$7.68 per semester.
- A Registration Fee of \$26.72 per semester.
- * A "consumables" fee is added to the assessment for some courses and programs to reflect course delivery costs. These fees vary from \$13.00 - \$39.00 per credit for laboratory courses and from \$11.00 - \$30.00 for vocational programs. Details on these fees will be included with acceptance and registration information.

Books cost approximately \$75 - \$150 per course. If you attend NWCC full-time you will probably spend \$2000 - \$5000 per year for fees and books depending on the program.

Many programs require additional equipment and clothing costs, above and beyond the tuition and fees you will pay. These costs are subject to change, and are included in the Program Expenses table as a guideline only.



Student Support Services

Northwest Community College is committed to supporting you in your studies. We have a variety of student services available across the College region. The Student Support Team consists of the Educational Advisors, First Nations Access Coordinators, Accessibility Services Coordinators and Learning Assistance Specialists.

We are all committed to your educational success.

Accessibility Services Coordinator

A range of services and/or equipment is available to enable students with disabilities to pursue their education. If you require any accessibility services it is recommended that you contact the Accessibility Services Coordinator at least eight weeks before the start of classes.

First Nations Access Coordinators

Coordinators provide support to First Nations students to assist in their transition to the college system. First Nations Access Coordinators act as a liaison between the College and First Nations Education coordinators and work in conjunction with the College community to provide a welcoming and supportive environment to First Nations students. First Nations Access Coordinators can help access financial aid for First Nations students. Students are able to access these services and resources both on and off campus.



Learning Assistance Specialists

Learning Assistance Specialists provide a variety of Learning Centre initiatives such as Student Success courses, peer tutoring programs, assessments for students experiencing learning difficulties and faculty assistance.

Educational Advisors

Educational Advisors provide students with up-to-date information on College services, policies, procedures, facilities, programs and courses. Advisors have knowledge of all College programs as well as programs and courses at other educational institutions and are trained to assist students with developing educational plans and course planning. They are available to help students define and work toward their educational goals. Prospective students interested in applying to the College are encouraged to phone their local campus to make an appointment to speak with an Educational Advisor.

The College endeavors to provide students with the most current and accurate educational advice available; however, because of the dynamic and complex nature of post-secondary education in BC, we urge all students who are seeking transfer to other institutions to always verify the advice we offer them with the receiving institution.

Additional Supports

The Student Support Team also provides information regarding College policies related to student complaints, academic appeals and harassment and discrimination. These policies are also available on our Web site. If you are having personal difficulties while attending the College, you may wish to talk to a counselor. Please contact a member of the student support team for more information.

PERSONAL INFORMATION (Please Print Clearly)

Have you previously registered in a credit course or program at NWCC? Yes No NWCC Student Number (if known)

Last name:		First name:		Middle name:	
List other surname name(s) you may have used when taking courses at NWCC:				E-mail Address:	
Permanent Address (mail will be sent to this address)			Local Address (while attending NWCC, if known)		
City	Province	Postal Code	City	Province	Postal Code
Home Telephone #:		Business Telephone #:		Other Telephone #:	
Social Insurance Number:	Date of Birth: (Year/Month/Day)		Optional statistical information:		
	/ /		Are you of First Nations or Metis ancestry?		<input type="checkbox"/> Male <input type="checkbox"/> Female
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
Program for which you are applying:			Date (month/year) you would like to start:		
Preferred Campus location			I would prefer to study:		
			<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Evening Only <input type="checkbox"/> Online		
<input type="checkbox"/> Canadian Citizen <i>Immigration papers must be attached</i> <input type="checkbox"/> Landed Immigrant <i>if applicant is not a Canadian Citizen</i> <input type="checkbox"/> Other			If you know specific courses you wish to take, list them here:		
IN CASE OF EMERGENCY CONTACT:			BC Personal Education Number (if known)		
Name:					
Telephone: ()					
Where do you currently get your information about Northwest Community College? (Check top 3 sources.)					
<input type="checkbox"/> At your high school	<input type="checkbox"/> From your parent/guardian	<input type="checkbox"/> NWCC promotional materials: poster, flyer, brochure, other			
<input type="checkbox"/> Local Media: newspaper, radio	<input type="checkbox"/> First Nations Education Coordinator	<input type="checkbox"/> Employment counselor			
<input type="checkbox"/> From a friend	<input type="checkbox"/> NWCC Web site	<input type="checkbox"/> NWCC Programs & Courses Guide			

EDUCATIONAL INFORMATION

Secondary (Submit an Official Transcript from your high school. Students who are currently attending high school must submit an Interim transcript.)

Last Secondary School	School District	Province (or Country)	Date Last Attended (Mo/Yr)	Last Grade Completed

Previous Post-Secondary (Submit Transcripts)

Institution(s)	Location	Program	Last Date(s) Attended

Application For Admission

GENERAL INFORMATION

Contact your local college campus for information about Services for Students with Disabilities, Housing or Child Care.

The College may announce the names of students and use their photographs in marketing and communication materials. Students with privacy concerns are urged to advise campus staff at the earliest possible time.

DECLARATION

1. The information in this application is, to the best of my knowledge, complete and correct.
2. I agree to follow the rules and regulations of the College as listed on the Northwest Community College Web site or as amended by the College Board.
3. I understand that personal information from this application will be used to verify my Personal Education Number (PEN) or one will be assigned to me for the purpose of research and evaluation. Any information released will be in a non-identifiable form.
4. I understand that both the information provided and any other information placed on my student record will be protected and used in compliance with *Bill 50 Freedom of Information and Protection of Privacy Act (1992)* and the operations of the College. Information collected and maintained as part of my student record is collected under the authority of the *Colleges and Institutions Act*.

SIGNED: _____ DATE: _____

Send to:

**Admissions Office
Northwest Community College
5331 McConnell Avenue
Terrace BC V8G 4X2
Fax: (250) 638-5432**

Hazelton	4815 Swannell Drive, P.O. Box 338, Hazelton, BC V0J 1Y0	Tel: (250) 842-5291	Fax: (250) 842-5813
Houston	3221 - 14th Street, West, P.O. Box 1277, Houston BC V0J 1Z0	Tel: (250) 845-7266	Fax: (250) 845-5629
Kitimat	606 Mountainview Square, Kitimat, BC V8C 2N2	Tel: (250) 632-4766	Fax: (250) 632-5069
Masset	1730 Hodges Avenue, P.O. Box 559, Masset, BC V0T 1M0	Tel: (250) 626-3670	Fax: (250) 626-3680
Prince Rupert	353 Fifth Street, Prince Rupert, BC V8J 3L6	Tel: (250) 624-6054	Fax: (250) 624-3923
Queen Charlotte	138 Bay Street, P.O. Box 67, Queen Charlotte, BC V0T 1S0	Tel: (250) 559-8222	Fax: (250) 559-8219
Smithers	3966 - 2nd Avenue, P.O. Box 3606, Smithers, BC V0J 2N0	Tel: (250) 847-4461	Fax: (250) 847-4568
Stewart	317A Fifth Avenue, P.O. Box 919, Stewart, BC V0T 1W0	Tel: (250) 636-9184	Fax: (250) 636-2770
Terrace	5331 McConnell Avenue, Terrace, BC V8G 4X2	Tel: (250) 635-6511	Fax: (250) 638-5432

Call Toll Free: 1-877-277-2288

For Office Use Only:

Operator:

Date:

06.176

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Fax: (250) 626-3680

Nass Valley

Wilp Wilxo'oskwhl Nisga'a, P.O. Box 237
New Aiyansh, BC V0J 1A0
Tel: (250) 633-2292
Fax: (250) 633-2463

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Take a closer look.

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E-MAIL info@nwcc.bc.ca

WEB SITE www.nwcc.bc.ca

