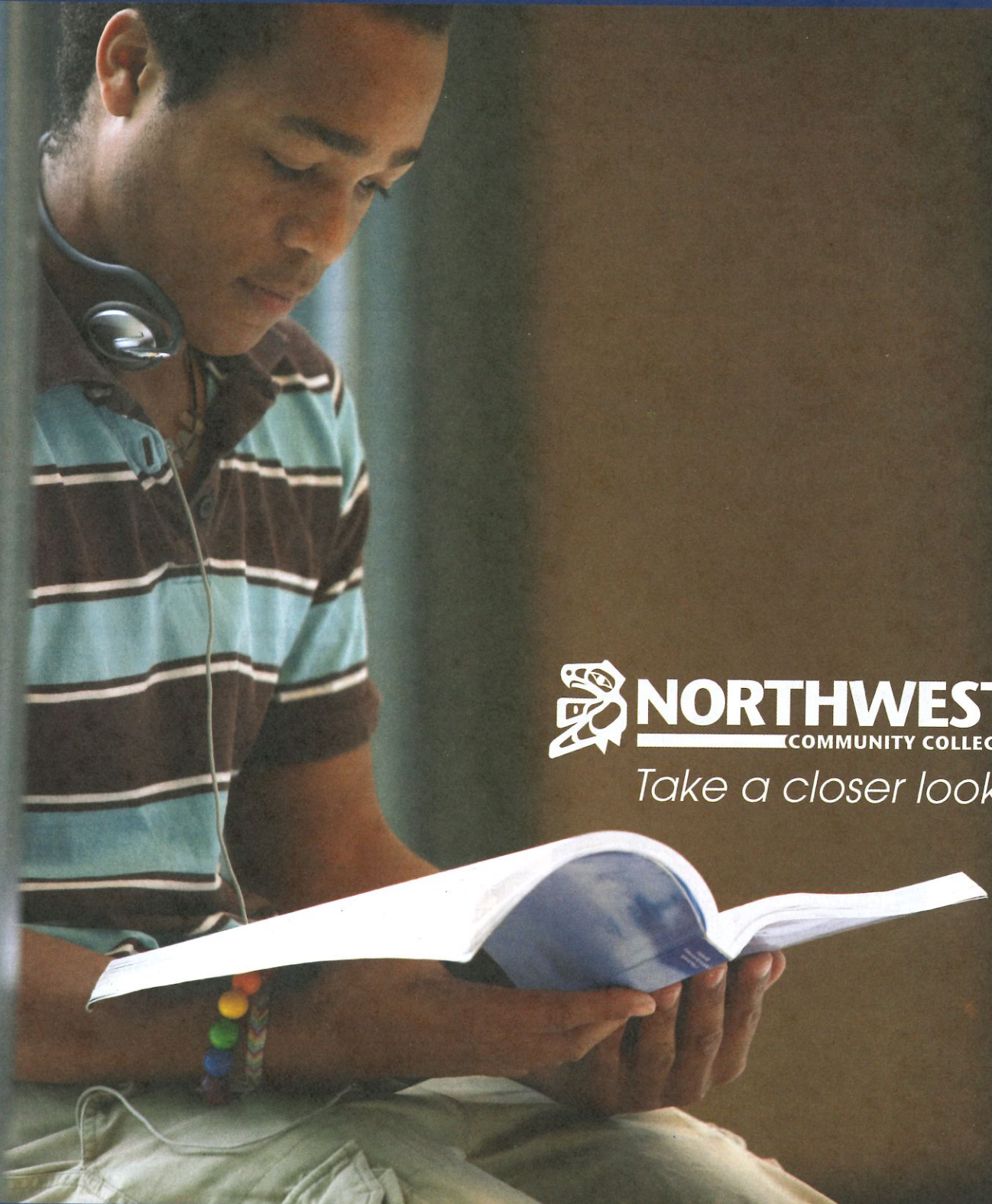


2008/2009

Programs & Courses Guide



Take a closer look.

New Message

File Edit View Inset Format Tools Message Help

To: **you@home.com**

Subject: **Become a NWCC Student**

Northwest Community College offers the education and training you want. 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

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 HomePage. For assistance, please contact your local campus.

PROGRAMS IN DEVELOPMENT

Contact your local campus to get more information on these new programs, currently being developed at NWCC.

Practical Nursing Program

Aboriginal Wellness and Mental Health Addictions Prevention Certificate

Home Support / Resident Care Attendant Access to Practical Nursing

Aboriginal Home Support Resident Care Attendant

Tourism and Hospitality Programs

Medical Office Assistant — Online

First Nations Studies

Information & Communications Technology Professional

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.

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.

Table Of Contents

NWCC Programs in Developmentinside front cover	Carpentry24
Admission Requirements2-3	Electrical24
Program Descriptions and Course Listings4-33	Heavy Duty / Commercial Transport
Aboriginal Teacher Education Bridging Initiative4	Repair Mechanic24
Adult Special Education -	Millwright (Industrial Mechanic)25
Workplace Skills Training5	Apprenticeship Training25-27
Applied Coastal Ecology6-7	Carpentry.....26
Associate Degrees in Arts and Science8, 28-29	Electrical.....26
Bachelor of Science in Nursing - See Northern	Millwright (Industrial Mechanic)26
Collaborative Baccalaureate Nursing20	Residential Building Maintenance Worker.....26
Business Administration9	Welding27
Business Technology — Online10	University Credit28-33
Career and College Prep11	Associate Degrees28-29
Coastal Guardian Watchmen12	Associate Degree in Arts28
Computer Technology13	Criminology Specialization -
Culinary Arts14	Associate Degree in Arts29
Early Childhood Education15	First Nations Studies Specialization -
English As A Second Language16	Associate Degree in Arts29
Essential Skills for Work17	Sustainable Communities Specialization -
First Nations Fine Arts35	Associate Degree in Arts29
First Nations Land Stewardship18	Associate Degree in Science29
First Nations Public Administration18	Environmental Geoscience Specialization -
Freda Diesing School of Northwest Coast Art34	Associate Degree in Science.....29
Home Support / Resident Care Attendant.....19	Field Schools.....30
Library44	Interdisciplinary Cultural Studies30
Northern Collaborative Baccalaureate	Killope Field School31
Nursing Program (Bachelor of Science in Nursing)....20	University Credit courses.....32-33
Practical Nursing21	School of Exploration and Mining.....36
Social Service Worker21-22	Continuing Education and Industry Training37
Special Education Assistant22	Program Expenses38
Trades Programs23-27	Admissions Process39-42
Foundation Trades Training.....23-25	Student Services43-44
Automotive Repair Technician.....24	Application for Admission47



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 & Industry Training coordinator.

ALTERNATIVE COURSE FORMATS



ONLINE

Watch for these icons throughout this guide.



TELE CONFERENCE

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 video or the telephone.



VIDEO CONFERENCE

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	Open	Open	Students must have learning difficulties that prevent them from taking part in mainstream courses.
Applied Coastal Ecology	Course-by-course basis		Prerequisites are on a course-by-course basis.
Automotive Repair Technician	English 10 and Math 10 Essentials, Principles or Applications. Grade 12 recommended.	English 030 & Math 0301/0302 or GED or satisfactory placement on the CAT III assessment test.	Many employers require grade 12 completion.
Business Administration	English 12 and Principles of Math 11 or Applications of Math 12	English 050 or 055 and Math 0401/0402	Many employers require grade 12 completion.
Business Technology – Online	English 10 & Math 10 Essentials	English 030 & Math 0301/0302 or GED or satisfactory placement on the CAT III assessment test.	Many employers require grade 12 completion.
Career & College Preparation	At least 18 years of age or have already earned grade 12 standing.	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 and Math 10 Essentials, Principles or Applications. Grade 12 recommended.	English 030 & Math 0301/0302 or GED or satisfactory placement on the CAT III assessment test.	Many employers require grade 12 completion.
Coastal Guardian Watchmen			No prerequisites are required; mature students are welcome.
Computer Technology	English 12, Principles of Math 11 and Information Technology 11 or Business Computer Applications 11	English 045 or 050, Math 0401/0402 or 045 and CPST 040 or BCPT 150 or CPSC 111.	Students continuing to the Diploma program may require Math 12.
Culinary Arts	English 10 & Math 10	English 030 and Math 0301 or Math 091 or satisfactory placement on CAT III Math.	Food Safe Level I, Occupational First Aid Level I, completed Medical and Immunization form. Many employers require grade 12 completion.
Early Childhood Education	English 12	English 045 or 050 or satisfactory placement on the CAT III English placement test.	3 current letters of reference, satisfactory work or volunteer experience resume, minimum 45 hours of satisfactory work or volunteer experience in the ECE field + written statement, successful Criminal Record Check*.
Electrical	English 10 and Math 10 Essentials, Principles or Applications. Grade 12 recommended.	English 030 or 032 & Math 0302 or 032 or satisfactory placement on the CAT III Assessment test.	Many employers require grade 12 completion.
English as a Second Language	Open	Assessment test or interview.	No TOEFL score is required to enrol.
Essential Skills for Work – Fundamental		An assessment is required. Placement at English 020 level.	
Essential Skills for Work – Intermediate		An assessment is required. Placement at English 030 level.	

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 Fine Arts Formerly First Nations Artist in Residence	English 10 & Math 10 Essentials, Principles or Applications	English 030 & Math 0301/0302 or GED or satisfactory placement on the CAT III assessment test.	Self-declared First Nations descent and at least 16 years old. Open to beginner and advanced carvers. A current portfolio/samples of artwork and a successful interview with Instructional Team.
First Nations Land Stewardship	English 10 and Principles of Math 10	English 030 and Math 0301/0302	
First Nations Public Administration	English 12	English 050 or 055	Letter from a First Nation organization granting permission to use organization for case study.
Heavy Duty/ Commercial Transport Repair Mechanic	English 10 and Math 10 Essentials, Principles or Applications. Grade 12 recommended.	English 030 & Math 0301/0302 or GED or satisfactory placement on the CAT III assessment test.	Many employers require grade 12 completion.
Home Support/ Resident Care Attendant	English 11	English 040 or 043 or 045 or GED or successful placement on CAT III.	Occupational First Aid (OFA) Level 1, CPR 'C', current immunizations and a Criminal Record Check.*
Millwright/Industrial Mechanic	English 10 and Math 10 Essentials, Principles or Applications. Grade 12 recommended.	English 030 & Math 0301/0302 or GED or satisfactory placement on the CAT III assessment test.	Many employers require grade 12 completion.
Northern Collaborative Baccalaureate Nursing Program Bachelor of Science in Nursing	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 20% of 1st year seats.
Residential Building Maintenance Worker	English 10 and Math 10 Essentials, Principles or Applications. Grade 12 recommended.	English 030 & Math 0301/0302 or GED or satisfactory placement on the CAT III assessment test.	Many employers require grade 12 completion.
Social Service Worker	English 12	English 050 or 055 or satisfactory placement on CAT III; All admitted students will be required to take the CAT III English Placement Test.	Two reference forms from an employer, volunteer supervisor, teacher or human service professional. Written resume of related experience; Documentation of a minimum 45 hours of satisfactory work or volunteer experience; completed Criminal Record Check*.
Special Education Assistant	English 12	English 045, 050 or 055 or satisfactory placement on the CAT III English assessment test.	Current immunizations and a satisfactory Medical Report; Reference letter from a supervisor documenting 45 hours of volunteer/work experience, two character reference forms from an employer, teacher or human service professional, resume of work and/or volunteer experience and a Criminal Record Check*.
University Credit	Course-by-course basis		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	English 10 and Math 10 Essentials, Principles or Applications. Grade 12 recommended.	English 030 & Math 0301/0302 or GED or satisfactory placement on the CAT III assessment test.	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.

Aboriginal Teacher Education Bridging Initiative (ATEB)

Terrace Campus - NWCC and UNBC

NWCC Tuition \$224.73 per course (plus fees, books and supplies)
See UNBC Web site for UNBC tuition information.

The Aboriginal Teacher Education Bridging Initiative (ATEB) is offered in Terrace and delivered in partnership with the University of Northern British Columbia (UNBC) and local Aboriginal peoples.

ATEB is a one-year education bridging initiative that helps build the foundation for success in first year university studies in a culturally attuned environment. ATEB is designed to support students to enter undergraduate degrees and, in particular, encourages Aboriginal students toward teaching careers.

Courses meet UNBC's Bachelor of Education degree first-year studies prerequisites and provide a solid educational foundation for students considering other undergraduate degrees. Visit the NWCC Web site www.nwcc.bc.ca for complete details or contact an Education Advisor.

Fall Semester 2008 (September - December)

NWCC
ANTH 111-3 First Nations of Canada
ENGL 101-3 Introduction to Composition

UNBC
Arts 101-3 Introduction to Education
Education 176-3 Mathematics and Aboriginal Culture

Winter Semester 2009 (January - April)

NWCC
HIST 105-3 Canada to the Mid-Nineteenth Century
MATH 190-4 Principles of Mathematics for the Elementary Teacher

UNBC
Education 101-3 Introduction to Education
Education 187-3 Science and Aboriginal Culture



THE NWCC ADVANTAGE

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

Adult Special Education — Workplace Skills Training (WST)

Prince Rupert (P), Terrace (T) Campuses

Tuition \$2378.00 (plus fees, books and supplies)

Literacy classes are self-paced and may be taken in conjunction with or independently of WST.

Adult Special Education Workplace Skills Training (ASE WST) is a program for adults who have special learning needs. ASE WST program staff and faculty prepare students for the responsibilities of independent living, and the demands of entry-level employment. Issues that can act as barriers to employment are addressed.

In-class instruction and practical work experience focus on developing and maintaining the skills required in employment situations. Students explore their interests and aptitudes while developing social, interpersonal and practical skills needed in the workplace. A work-experience placement in a community workplace environment gives students the opportunity to develop and practice necessary employment skills.

Fall Semester 2008 (September - December)

WST 100-4	Personal Profile and Career Planning	T
WST 101-1	Managing Your Money	P,T
WST 102-2	Introduction to Workplace Safety	P,T
WST 103-3	Developing A Positive Work Attitude: Part I	P,T
WST 104-3	Basic Computer Skills	T
WST 105-3	Survival Math *	
	(continues through Winter Semester)	P,T
WST 107-6	Fieldwork Practice - Practicum I	
	(continues through Winter Semester)	P,T

Winter Semester 2009 (January - May)

WST 105-3	Survival Math *	
	(continued from Fall Semester)	P,T
WST 106-3	Developing A Positive Work Attitude: Part II	P,T
WST 107-6	Fieldwork Practice - Practicum II & III	
	(continued from Fall Semester)	P,T
WST 111-3	Job Search Techniques	P,T
WST 114-3	Developing Social Skills for Employment	P,T
WST 115-3	Interpersonal Skills	P,T
WST 116-1	Interacting with Others at Work	T
WST 117-2	Rights and Responsibilities	T

*Completion of WST 105 is not required to earn a Certificate.

Functional Literacy instruction is available on a part-time basis. Classes are self-paced and registration is on-going (space permitting).

LIT: 100-3, 101-3, 102-3, 103-3 & Eng 010-3

Students start at LIT 100-3, 101-3, 102-3 or 103-3 depending on skill level.



Applied Coastal Ecology (ACE) Certificate and Diploma

Prince Rupert Campus

Tuition Certificate \$2698.00, Diploma \$3710.00
(plus fees, books, equipment, field clothing, field trip expenses, practicum exams)

Applied Coastal Ecology (ACE) is an applied biology/ecology program designed to prepare students with the theoretical and practical skills and competency needed to manage the primary natural resources found in coastal environments including coastal forests, freshwater and marine ecosystems, and wildlife populations. The program includes foundation biology, geography and oceanography courses plus applied courses in rainforest ecology, fish and wildlife management, habitat restoration, hatchery-rearing of wild salmon, ground fish and shell fish stock management, computer database management, and GIS mapping.

The ACE program integrates strong academic education and laboratory work with hands-on, field-based training, giving students the opportunity to apply their skills and knowledge in real-world environments. The Program delivers both the technical skills sought by employers and the university credits needed to transfer to related bachelor degree programs at most universities in BC.

Students may earn a Certificate after one year and a Diploma after a second year of study. Students with a B.Sc. that includes first- and second-year biology, and first-year chemistry may apply for the ACE Post-Degree Diploma (approximately 8 months to complete).

To meet the changing demands of the industry, the Applied Coastal Ecology program periodically makes adjustments to its courses and timetables. Please refer to the NWCC Web site for the most current program and course information.

Term 1

- ACE 101-0 Applied Service Learning
 - ACE 134-3 Salmon ID, Life Cycles & Hatchery Rearing
 - ACE 182-3 Stream Habitat Assessment & Restoration
 - ACE 190-4 Temperate Rainforest Ecology
 - BIOL 101-3 Introductory Biology I - Cells, Diversity and Physiology
 - ENGL 151-3 Technical Writing
- Plus 3 credits from electives.

Term 2

- BIOL 102-3 Introductory Biology II - Genetics, Evolution and Ecology
 - ACE 121-1 Fisheries Management and Coastal Policy
 - CPSC 141-3 Foreshore & Aquatic Population Monitoring
 - ENGL 152-3 Advanced Technical Writing
- Plus 5 credits from electives.

Term 3

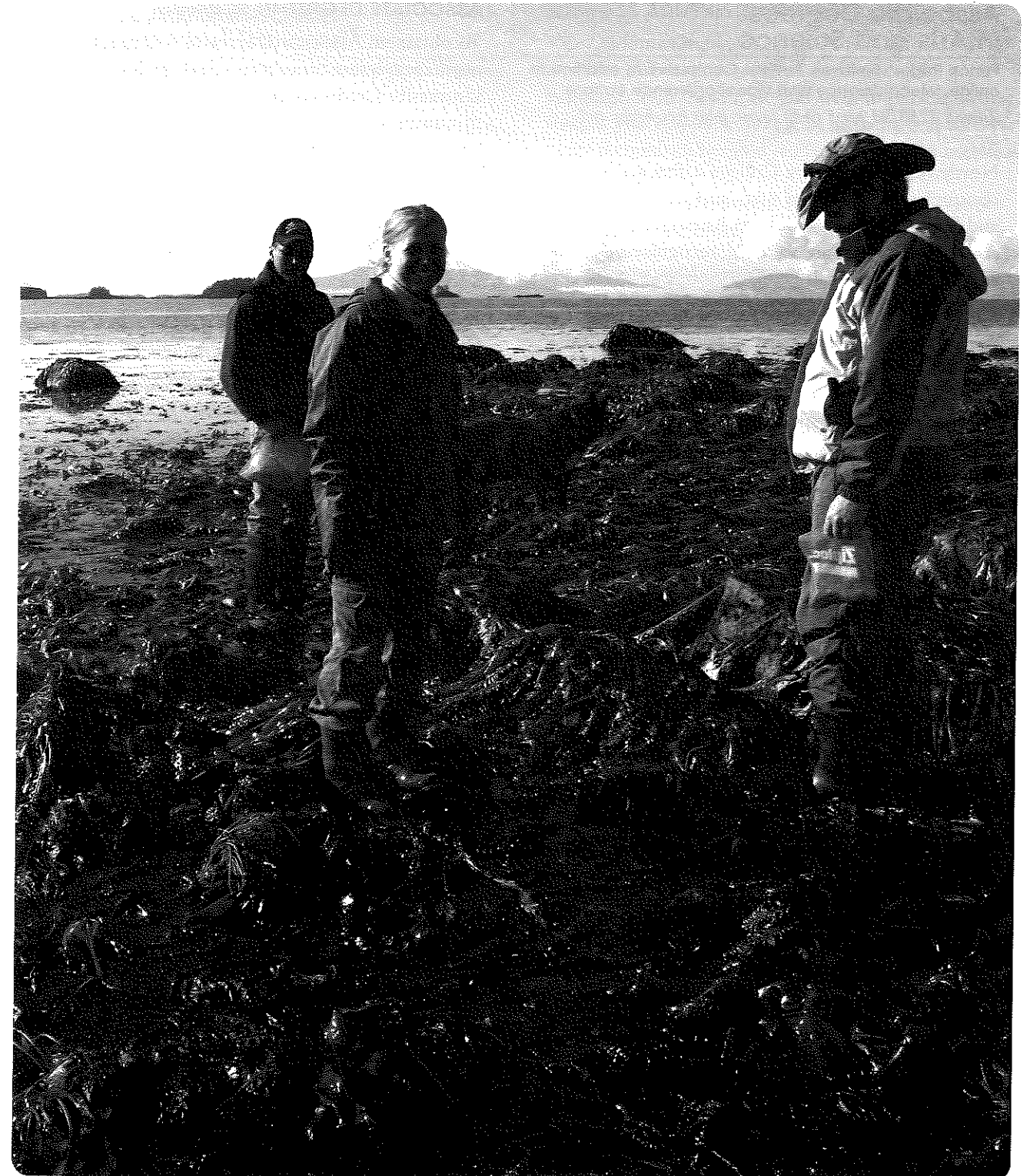
- ACE 130-3 Shellfish ID and Enumeration
 - CE 132-3 ID of Groundfish and Other Non-salmonid Fishes of the Northwest Pacific Coast
 - ACE 154-3 Surveying
- Plus 15 credits from electives.

Term 4

- ACE 141-2 Foreshore & Aquatic Population Monitoring
 - ACE 142-2 Coastal Forest Measurements
 - ACE 170-2 Introduction to Mariculture
 - ACE 175-3 Wildlife Identification, Habitat and Population Management
- Plus 12 credits from electives.

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 prerequisites 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, teleconference and videoconference options

Tuition \$253.93 per 3 credit 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. Associate Degrees are valuable, recognized academic and career credentials.

Courses used to complete Associate Degree requirements can also 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 Degree in Arts, 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 DEGREE IN ARTS — 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, or to conclude after two years at NWCC.

NEW! ASSOCIATE DEGREE IN ARTS — FIRST NATIONS STUDIES SPECIALIZATION

Courses required for this program were under development during publication of this Guide. Please see an Educational Advisor and the College Web site www.nwcc.bc.ca for more information.

NEW! ASSOCIATE DEGREE IN ARTS — SUSTAINABLE COMMUNITIES SPECIALIZATION

Students focus on Environmental Sociology and Sustainable Communities while still receiving the benefits of an Associate Degree. This program has been designed to facilitate maximum transferability to a B.A. degree program or to conclude after two years at NWCC.

ASSOCIATE DEGREE IN SCIENCE

To obtain an Associate Degree in Science, 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.

NEW! ASSOCIATE DEGREE IN ARTS — ENVIRONMENTAL GEOSCIENCE SPECIALIZATION

This specialization program allows students to focus on the Environmental Geosciences while still receiving the benefits of an Associate Degree.

This program has been designed to facilitate maximum transferability to a B.Sc. degree program or to conclude after two years at NWCC. Most courses can also be applied towards the Professional Geoscientist (P.Geo.) designation with the Association of Professional Engineers and Geoscientists of BC.

See P 28-29 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 first-year courses that allow students to complete the first year of an Associate Degree in Arts in as little as one full academic year at Prince Rupert, Smithers and Terrace campuses. NWCC also offers a core set of second-year courses required for completion of a two-year Associate Degree in Arts or Associate Degree in Science in as little as two full academic years at both Prince Rupert and Terrace, and those required to complete an Associate Degree in Arts 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 first- and second-year university credit elective courses, including those required for Elementary Teacher Education, Social Service Worker, Computer Technology, and Bachelor of Science in Nursing programs.

Business Administration Certificate and Diploma

Prince Rupert (P), Smithers (S) and Terrace (T) Campuses
Tuition \$2530.00 (plus fees, books and supplies)

The Business Administration Program provides a wide range of educational opportunities and prepares students to pursue careers in fields such as accounting and financial management, banking, insurance, purchasing, entrepreneurship, marketing, tourism, government, not-for-profit and international business.

The Business Administration program consists of a one-year certificate and a two-year diploma with concentrations in Accounting, International Business, General Management and First Nations Public Administration.

BUSINESS ADMINISTRATION CERTIFICATE

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

Fall Semester 2008 (September - December)

ACCT 150-3	Financial Accounting I	P,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	T
MATH 150-3	Mathematics of Finance	P,T

Winter Semester 2009 (January - May)

ACCT 150-3	Financial Accounting I	T
ACCT 151-3	Financial Accounting II	P,T
BLAW 152-3	Business Law	P,T
or		
FNPA 103-3	Aboriginal and Commercial 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

Students planning to enrol in Accounting Concentration Diploma in Year 2 must take ACCT 151 as the elective. See comprehensive list of electives on Web site.

For Smithers Campus course list visit Northwest Connect from the NWCC Home page, contact Smithers Campus or an Educational Advisor at your local campus.

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 Accounting, General Management, International Business or First Nations Public Administration.

Fall Semester 2008 (September - December)

ACCT 250-3	Intermediate Financial Accounting I	P,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 251-3	Internet Marketing	P
INTB 201-3	International Marketing	T
INTB 202-3	International Management	T
INTB 205-3	International Accounting	T
MARK 251-3	Advertising	P
MATH 251-3	Statistics	P,T
MGMT 201-3	Entrepreneurship	P
TAXN 250-3	Income Tax	T

Winter Semester 2009 (January - May)

ACCT 251-3	Intermediate Accounting II	T
ACCT 253-3	Management Accounting II	T
BFIN 251-3	Business Finance II	T
BSIM 250-3	Business Management Simulation	P,T
or		
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.

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.

Business Technology — Online (BTEC Online)

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

The Business Technology — Online program prepares students 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 training. The **Accounting Certificate** focuses learning on specialized accounting skills and the **Administrative Assistant Certificate** provides students with the advanced technical, administrative and human relations skills required in today's office environments.

Students may take the Business Technology — Online certificate programs or register for only those courses that interest them.

Online Medical Office Assistant courses, leading to a certificate, are in development with delivery planned for 2009.

Each certificate prepares students with job-ready skills. They can be completed full- or part-time or one course at a time. Students are accepted on a continuous basis, allowing them to create their own personalized schedule.

OFFICE ASSISTANT CERTIFICATE

Full-time tuition \$1349.00. 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 and Management
BTEC 191-1.5	Business Calculators and Mathematics

ACCOUNTING CERTIFICATE

Full-time tuition \$1054.00. 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

ADMINISTRATIVE ASSISTANT CERTIFICATE

Full-time tuition \$1012.00. See Web site for cost per course (plus fees, books supplies and software for online learning options)

Completion of the Office Assistant Certificate and:

BTEC 221-2	Accounting I
BTEC 227-1	Groupware Using Outlook
BTEC 228-1.5	Desktop Publishing
BTEC 229-1.5	Office Simulation
BTEC 236-1.5	Word Processing II
BTEC 251-2	Communication
BTEC 273-1.5	Spreadsheets I
BTEC 286-1	Keyboarding II



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.



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.

Career and College Preparation (CCP)

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

The Career and College Prep (CCP) program provides high school level courses for adult students in an adult environment. Improve your basic skills to prepare for further education and training or take specific courses required to enter university, career, technical, trades, health and business programs at NWCC and many other post-secondary institutions.

You can also obtain high school course requirements to complete their grade 12 high school graduation or the BC Adult Graduation Diploma (Adult Dogwood). You may be able to 'fast track' to graduation if you are 19 years of age or older. This option requires only 5 courses to get your Grade 12 Diploma. Students can also improve their knowledge in preparation for the GED Grade 12 equivalency exam.

These adult basic education courses help students prepare for the work force or meet personal educational goals by improving skills in English, reading, writing, math, science, social studies and computer literacy.

CCP also offers Learning Skills Development courses so you can discover how you learn, and Education and Career Planning courses to help you plan your future. Qualified CCP instructors offer tutorial and selected studies support and resources for self-guided or distance education courses.

CCP courses are offered one-on-one, self-paced and in group-lecture/lab formats, daytime and evening, with distance and online options. It is important to note that some courses may not be available at all Campuses. Contact a CCP Program Coordinator or College Educational Advisor for more information.

CCP FUNDAMENTAL LEVEL

See course descriptions for individual course prerequisites.

ENGL 010-6	Fundamental English
EDCP 020-4	Fundamental Education and Career Planning
CPST 020-4	Fundamental Computer Studies
ENGL 020-6	Fundamental English
MATH 0201-3/0202-3	Fundamental Math
SKDV 010-3	Cognitive Learning Skills Development I
SKDV 012-3	Cognitive Learning Skills Development II
SKDV 020-1.5	Perceptual Skills Development I
SKDV 022-1.5	Perceptual Skills Development II

CCP INTERMEDIATE LEVEL (GRADE 10)

CPST 030-4	Intermediate Computer Studies
EDCP 030-4	Intermediate Education and Career Planning
ENGL 030-6	Intermediate English
ENGL 032-6	English for Trades
FNST 033-6	Intermediate First Nations Studies - Introduction to Aboriginal Health Care (Health Access)
MATH 0301-3/0302-3	Intermediate Math
MATH 032-6	Math for Trades
MATH 033-6	Intermediate Math (Health Access)
MATH 091-6	Cook Training Math (Not eligible for Math requirement for Intermediate Level Certificate)
SCIE 030-6	Intermediate Science
SCIE 033-6	Intermediate Science (Health Access)
SOSC 035-2.5	Intermediate Social Science-Tourism

CCP ADVANCED LEVEL (GRADE 11)

BIOL 040-6	Advanced Biology
CHEM 040-6 or 0401-3/0402-3	Advanced Chemistry
CPST 040-4.5	Advanced Computer Studies
ENGL 040-6	Advanced English
ENGL 043-6	Advanced English (Health Access)
ENGL 045-6	Advanced English for Careers
MATH 0401-3/0402-3	Advanced Math
MATH 041-6	Mathematics of Business
MATH 043-6	Advanced Math (Health Access)
MATH 046-6	Advanced Business/Technical Math
PHYS 040-6	Advanced Physics
SOSC 040-6	Advanced Social Sciences

CCP PROVINCIAL LEVEL (GRADE 12)

BIOL 050-6 or 0501-3/0502-3	Provincial Human Biology
CHEM 050-6	Provincial Chemistry
CPST 050-4.5	Provincial Computer Studies
EDCP 050-6	Education and Career Planning
ENGL 050-6	Provincial English
ENGL 053-6	Provincial English (Health Access)
ENGL 055-6	Provincial Technical English
ENGL 056-6	Provincial Essential English
FNST 050-6	Provincial First Nations Studies
GEOG 050-6	Provincial Geography
MATH 0501-3/0502-3	Provincial Math
MATH 053-6	Provincial Level Calculus

The BC Adult Dogwood requires Provincial Level English or higher, and Advanced Level Math or higher, plus 3 additional courses at the Provincial Level or higher, or Advanced Social Services and 2 Provincial Level or higher courses.



Coastal Guardian Watchmen (CGW)

Offered throughout the Northwest and Central coast region.

Tuition \$871.00 per module (plus fees, tools and supplies)

The Coastal Guardian Watchmen (CGW) program offers locally developed, regionally appropriate, accessible training that addresses the need identified by the First Nations communities to build the capacity of community-based resource practitioners to ensure sustainable resource management practices are being implemented and adhered to on the central and north coasts of British Columbia.

CGW program builds and strengthens the skills and knowledge of stewards to be the "eyes and ears" of resource activities in their respective territories.

The program consists of a one-year, 30 credit Certificate, offered in a module format, followed by a second-year Diploma (under development). Certificate level courses include core courses addressing natural resource management, cultural knowledge, safety and communications, and effective monitoring skills.

Diploma level courses will be specialized and focus on knowledge and skills specific to monitoring activities in forestry, fisheries, and/or parks and tourism.

CORE MODULE 1

CGW 113-1	Marine Advanced First Aid
CGW 114-0.5	Marine Emergency Duties A3
CGW 115-2.5	Wilderness and Remote First Aid
CGW 116-1	Wilderness Safety & Survival
CGW 117-1.5	Small Vessel Operator Proficiency
CGW 118-0.5	Outboard Motors Repair & Troubleshooting
CGW 120-0.5	Chainsaw Safety

CORE MODULE 2

CGW 101-2.5	Cultural Landscape of the Central and North Coasts of British Columbia
CGW 105-2.5	Maps, Charts and Introduction to GPS
CGW 109-2	Computer Skills for the Workplace
CGW 112-0.5	Time Management

CORE MODULE 3

CGW 103-2.5	Coastal Guardian Technical Skills
CGW 107-2.5	Coastal Guardian Legal Framework
CGW 108-2.5	Coastal Guardian Monitoring & Compliance
CGW 119-0.5	Bear Aware

CORE MODULE 4

CGW 100-2.5	Local and Traditional Knowledge
CGW 102-2.5	BC Coast Cultural Stewardship
CGW 106-2	Conflict Management



NEW!

CYBER-STRUCTURE DELIVERY MODEL

Computer Technology (CPTe)

Virtual classrooms, throughout the College region.

Tuition \$2530.00 (plus fees, books and supplies)

The IT sector is full of job opportunities and the new, one-year Computer Technology Certificate has been redeveloped to get you into the workforce in as little as one year. The program is now offered through the Northern Collaborative Information Technology program using a cyber-structure model — a combination of videoconference and online delivery. The new program is based on significant input from business and industry and uses popular CISCO, open source and Microsoft hardware and software.

With the completion of the certificate you will have detailed knowledge of several PC applications and operating systems. You will be able to install, configure, and troubleshoot software in both stand-alone and networked environments. You will be exposed to various programming, scripted and mark-up languages. Programming learning is hands-on, using various applications including game development and social media.

The work you complete in the program will give you an understanding of information technology (IT) as a business and its role in a business environment. You will also develop customer service attitudes and skills that are critical in today's IT world. Certificate graduates will find employment as an entry-level hardware technician, network technician, or junior programmer.

Study full or part-time, work toward a certificate or take only those courses that interest you. Courses are scheduled throughout the year and are approximately seven weeks in length.

September 2008 to July 2009

NCIT 100-3	Business of Information Technology
NCIT 102-3	Computer Hardware
NCIT 106-3	Introduction to Programming
NCIT 108-3	Operating Systems I
NCIT 110-3	Professionalism and Customer Service
NCIT 112-3	Foundations of Systems Development
NCIT 114-3	Operating Systems II
NCIT 116-3	Networking
NCIT 118-3	Foundations of Web Development
NCIT 120-3	Foundation Project

DIPLOMA PROGRAM

In 2009 the Computer Technology Program will become known as the **Information & Communications Technology Professional Program** and offer a second year of study leading to a diploma with three concentration options: Programming and Database, Web Development and Multi-Media or Technology Management. Graduates will be able to continue on to degree programs in Computer Science and Information and Communications Technology at universities and polytechnic institutions.



Culinary Arts (CLAR)

Terrace Campus

Tuition: Certificate \$2642.00, Diploma \$2246.00
(plus fees, books, supplies and practicum expenses)

Northwest Community College is currently the only public post-secondary institution in BC offering a two-year Culinary Arts program. The first-year Culinary Arts Certificate and the second-year Culinary Arts Diploma are starting points from where students can begin their career in the food service industry and work as Apprentices, working toward Journeyman status.

Each level of the program contains a work practicum that provides students with work experience and networking opportunities.

CULINARY ARTS CERTIFICATE

The Culinary Arts Certificate program provides students with the skills and knowledge for employment as an apprentice cook, or entrance into the Culinary Arts Diploma Program at NWCC. Professional communication skills, ethics, interpersonal skills, and decorum are instituted and practiced to ensure students are able to adapt to the expectations and demands of today's hospitality industry.

Emphasis is placed on Health and Safety practices. The practical aspects and fundamental skills of professional cooking include preparing and presenting vegetables, starches, meats and poultry, seafood, stocks, soups and sauces. Food Services, Kitchen Management and Safety, Sanitation and Equipment skills round out this comprehensive, work-ready program.

The Certificate is comprised of three levels:

- Level 1 Basic Core (400 hours)
- Level 2 Advanced Cooking (400 hours)
- Level 3 A la Carte, Banquet and Specialty Cooking (400 hours)

Each level includes:

- Vegetables and Starch Cookery
- Meats and Poultry Cookery
- Seafood Cookery
- Stocks, Soups and Sauces Cookery
- Meat, Poultry and Seafood Cutting
- Cold Kitchen
- Baking and Desserts
- Basic Food Service and Kitchen Management
- Egg and Breakfast Cookery
- Safety, Sanitation and Equipment (Level 1 only)
- Health Care/Cook Chill

CULINARY ARTS DIPLOMA

The Culinary Arts Diploma program develops more specialized skills in food preparation and delivery. Focus is on improving culinary skills while introducing the management, supervision, and business applications associated with restaurant operations. The preparation and creation of traditional First Nations cuisine is a signature feature of the diploma program and provides graduates with unique skills and knowledge to take into the work place.

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

Successful CA Diploma graduates are able to write the Journeyman Interprovincial Exam. Along with additional work-experience hours, they are then able to become a Journey Chefs and obtain the Interprovincial Standard Endorsement (Red Seal). Visit www.red-seal.ca for more information.



THE NWCC ADVANTAGE

Choice and flexibility in programs.

Early Childhood Education (ECE)

Terrace Campus

Tuition ECE Basic \$3794.00, ECE Post-Basic 1771.00 (plus fees, books, supplies and practicum expenses)

The Early Childhood field is an exciting and rewarding profession, with great demand in the Northwest for qualified and dedicated Early Childhood Educators who can provide quality care and education for children from birth to school age.

EARLY CHILDHOOD EDUCATION - BASIC LEVEL CERTIFICATE PROGRAM

The Basic program is the first level of education for those wishing to work in childcare in BC. These courses prepare you to work with children between the ages of 32 months and 6 years. Graduates with a Basic Level Certificate find employment in group daycare, preschool, Head Start, nursery school and family day care.

Fall Semester 2008 (September - December)

LPAT 100-1	Student Success
ECE 104-3	Health, Safety and Nutrition
ECE 125-3	Practicum I
ECE 141-3	Environments I
ECE 162-3	Curriculum I
ECE 165-3	Child Development I

Winter Semester 2009 (January - April)

ECE 124-3	Interpersonal Communication
ECE 126-3	Practicum II
ECE 142-3	Environments II
ECE 163-3	Curriculum II
ECE 164-3	Curriculum III
ECE 166-3	Child Development II
ECE 167-3	Guiding Young Children
ECE 169-3	Working with Families I

Spring Semester 2009 (May - June)

ECE 127-3	Practicum III
ECE 168-3	Professional Development I

EARLY CHILDHOOD EDUCATION - POST BASIC CERTIFICATE PROGRAM

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

The Post Basic program is the second level of education that branches into two areas of study: Infant/Toddler and Special Needs. Graduates with a Post Basic Certificate find employment in infant/toddler centres or in programs for children requiring extra support.

POST BASIC CERTIFICATES REQUIRED COURSES

(Note: Not all Post Basic Course are offered each semester.)

Infant/Toddler Certificate	Special Needs 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 AND DIPLOMA COURSE TIMETABLE - TERRACE CAMPUS

Spring/Summer Semester 2008

ECE 208-3	Professional Development II*
ECE 220-3	Infant/Toddler Programs
ECE 221-3	Infant/Toddler Environment

Fall Semester 2008 (September - December)

ECE 222-6	Infant/Toddler Practicum
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*Core course, required for both Infant/Toddler and Special Needs.

EARLY CHILDHOOD EDUCATION DIPLOMA

Students who complete all the Post Basic courses required for both Infant/Toddler and Special Needs 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 program helps students develop speaking, listening, reading, and writing skills needed for everyday life in Canada. Activities include conversation, pronunciation and listening exercises, reading, writing and field trips.

Students may be accepted at the Beginner, Intermediate or Advanced Level.

Beginner level students practice speaking, listening, reading, writing, grammar and vocabulary.

Intermediate Level students expand their speaking, listening, reading, writing skills, grammar and vocabulary. Intermediate reading and writing practice is designed to help students prepare for further academic study and/or job training.

Students with advanced speaking and listening skills may enrol in a combination of ESL and courses from other NWCC programs. For example, students may take Business Administration or University Credit courses while developing pronunciation, speaking and listening skills in an ESL class.

Advanced ESL students may wish to prepare for English language tests such as TOEFL or IELTS. Test preparation classes may be offered upon demand, or students can have extra practice in special tutorial classes.

ESL learners who are unable to attend regular classes can be matched with a volunteer tutor. Volunteer Tutor Training is offered each term at no cost to help community members learn the basics of teaching an ESL learner.

IMMERSION EXPERIENCE

International ESL students benefit from the immersion nature of our ESL program. Living in our smaller communities allows students to easily meet local people and take part in many social and recreational activities.



Essential Skills for Work (ESWK)

Program is offered at various locations.

Visit Web site for current locations.

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

The Essential Skills for Work Certificate program is a unique community-based program that integrates employment exploration and preparation skills with personal self-investigation and development with a strong cultural component. All contribute to learners' increased capacity for personal development and satisfying employment.

Practical computer skills and effective, solution-based communication are integral components of the program. Students have the opportunity to practice newly acquired or enhanced skills and behaviours in work environments.

The ESWK 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 address issues that can act as barriers to employment.

ESWK combines in-class instruction with practical work experience, emphasizing the development and maintenance of skills that may be used in employment situations or continued education and training. The program is designed to permit and encourage learners to incorporate additional practical Math and English skills into their program schedule.

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
EMOP 070-1	Employment Options
INAS 070-1	Individual Assessment
WEXP 070-3	Work Experience

plus

150 hours of Applied Math & English Skills
150 hours of Community-based projects

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
EMOP 070-1	Employment Options
INAS 070-1	Individual Assessment
WEXP 070-3	Work Experience

plus

150 hours of Applied Math & English Skills
150 hours of Community-based projects



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 program entry requirements for training and career programs at NWCC or other post-secondary institutions.



First Nations Land Stewardship (FNLS)

Offered throughout the College region, dependent upon a specified number of student enrolments. Contact Hazelton Campus for more information.

The First Nations Land Stewardship program, developed in collaboration with northwestern First Nations communities, incorporates traditional and contemporary approaches to land-use planning and resource management for First Nations.

FNLS program provides participants with entry-level skills and the means of protecting and restoring local resources.

Elders, community leaders and instructors combine their knowledge and experience to provide students with an understanding of public service, a sense of pride in community, practical skills and the combined traditional and contemporary knowledge regarding environment, land management and ecology.

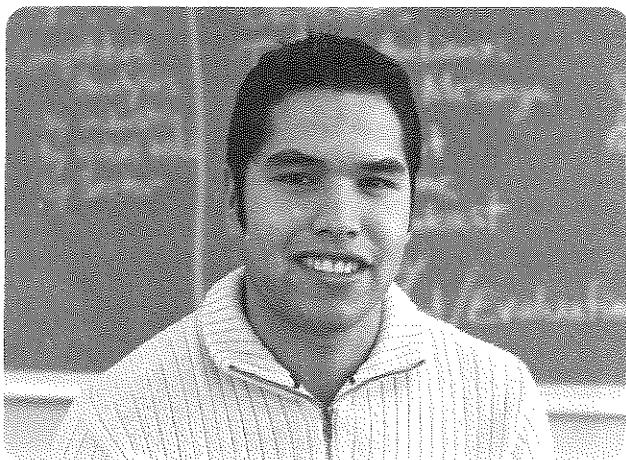
Term 1

ACE 121-1	Fisheries Management and Coastal Policy
FET 100-3	Guiding and Outdoor Skills
FET 126-3	Maps & Air Photos
FET 141-3	Fish/Habitat Identification
FET 199-1.5	Community Practicum
<i>GEOG 110-3</i>	<i>People and the Environment</i>

Term 2

<i>CPSC 141-3</i>	<i>Integrated Software Tools</i>
or	
BCPT 150-3	Business Computers
ENGL 045-6	Advanced English for Careers
FET 103-3	Introduction to Ecological Knowledge
FET 104-3	Current Issues
FET 142-3	Wildlife/Habitat Identification
FET 154-3	Introduction to Forest Ecology

Italics indicate University Credit Courses.



First Nations Public Administration (FNPA)

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

Tuition \$3357.00 (plus fees, books and supplies)

First Nations Public Administration (FNPA) 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 in First Nations governments and aboriginal 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 255-3	Human Resource Management

Plus 1 elective (3 credits) from Business Administration or a University level course with substantial First Nations content.

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 various universities, university-colleges, and colleges in BC and Canada and can be used as credit toward professional designation in organizations such as Canadian Purchasing Managers Association, Canadian Payroll Association, and Credit Union Institute of Canada, and to transfer to professional accounting association designations including CA, CGA, and CMA. See Business Administration program.

Home Support / Resident Care Attendant (HSRCA)

Kitimat Campus - September 2008
Terrace Campus - 2009

Tuition \$1586.00 (plus fees, clothing, books, supplies, practicum expenses)

An aging population and a shortage of care workers puts graduates of the Home Support/Resident Care Attendant (HSRCA) program in high demand. The program prepares an individual to function as a valuable member of the health care team. The graduate will be able to provide care, under supervision, to assist clients in meeting their basic needs and achieve the highest possible quality of life.

This six-month, full-time, dual certificate program combines class lectures with hands-on practicum sessions allowing students to begin learning and practicing personal care skills. What is taught and practiced in class mirrors what will be done on the job. This ensures students can transfer skills they have learned directly into a work setting.

Note: New provincial curriculum will be implemented in 2008/2009. Courses listed below are subject to change.

HSRC 132-1	Work Role: Introduction to Home Support and Resident Care Attendant Practice
HSRC 133-1	Health: lifestyles and choices
HSRC 134-1	Human Relations: Interpersonal Communications
HSRC 135-3	Health and Healing: Concepts for practice
HSRC 136-4	Personal Care Skills Lab; Part 1 & 2
HSRC 137-1.5	Healing: Special Needs in HS/RCA
HSRC 138-3	Home Support/ Community Experience
HSRC 139-2	Resident Care Attendant Clinical 1
HSRC 140-6	Resident Care Attendant Clinical 2



CURRENTLY UNDER DEVELOPMENT!

HOME SUPPORT / RESIDENT CARE ATTENDANT ACCESS TO PRACTICAL NURSING

Northwest Community College is currently developing an access program to allow successful HSRCA graduates to access the Practical Nursing Program.

Practical Nursing graduates are prepared to nurse using professional standards of practice and competencies established by the College of Licensed Practical Nurses of British Columbia (see www.clpnbc.org/) and will be eligible to write the Canadian Practical Nurse Registration Exam, required for registration in BC.

Graduates of the Home Support/Resident Care program considering enrolling in NWCC's Practical Nursing program are encouraged to talk to an Educational Advisor.



NORTHERN COLLABORATIVE BACCALAUREATE NURSING PROGRAM (NCBNP)

Bachelor Of Science In Nursing (BScN)

Terrace Campus

Tuition Year 1 \$2530.00, Year 2 \$3204.00 (plus fees, books, equipment, field clothing, practicum expenses)

Begins in September each year. Work experience practicum portions of the program 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 program application deadline is March 31.

The Northern Collaborative Baccalaureate Nursing Program (NCBNP) is a four-year program providing entry into the registered nursing profession, offered collaboratively with Northwest Community College (NWCC), the College of New Caledonia (CNC), and the University of Northern British Columbia (UNBC). After second-year, students who enter the NCBNP at NWCC, continue directly to UNBC Terrace Campus to complete years three and four, or transfer to another partner-site, if space allows.

The integrated, practice-based program of studies leads to a Baccalaureate of Science in Nursing (BSN), awarded by UNBC. Graduates are eligible to write the Canadian Registered Nurse Examination and to apply for registration with College of Registered Nurses of British Columbia (CRNBC) after passing the exams.

Graduates are prepared for the changing context of health care and health care delivery and will be well grounded in current nursing practice, with an emphasis on one of the following: acute care nursing, rural nursing, community health, or Aboriginal health.

Northern Collaborative Baccalaureate Nursing (Bachelor of Science in Nursing) program consists of 134 credits, with required credits in nursing. In order to meet the UNBC graduation requirements for a NCBNP, the student must successfully complete the following courses.

Please note the NCBNP curriculum is currently under review and changes may occur.

YEAR ONE

Fall Semester (September - December)

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

Winter Semester (January - April)

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

YEAR TWO

Fall Semester (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 (January - April)

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 Term

NURS 220-5 Extended Clinical Practicum

YEAR THREE

Visit UNBC's Web site for details.

YEAR FOUR

Visit UNBC's Web site for details.

*Check with a NWCC Educational Advisor for elective options.

Important notes:

Students apply to NWCC and must also meet UNBC admission requirements. See UNBC www.unbc.ca/calendar/undergraduate/admissions/high_school.html

Students must apply to NWCC by March 31 for September program starts. Application forms are available at any NWCC location, at NWCC's Web site and at UNBC's Terrace and Prince Rupert campuses.

Accepted students who are current practicing BC LPNs may receive transfer credits for prior practical nursing education.

Admission to the NCBNP program does not guarantee registration in any specific course; early registration is advised.

For further information about the NCBNP program philosophy, aims, and all nursing course descriptions visit UNBC's Web site www.unbc.ca/nursing/collaborative.html

Practical Nursing (PN)

In order to meet the changing demands of the industry, this program continues to develop. Please refer to the NWCC Web site or an Educational Advisor for the most current program and course information.

HOME SUPPORT / RESIDENT CARE ATTENDANT ACCESS TO PRACTICAL NURSING

Northwest Community College is currently developing the Home Support/Resident Care Access to Practical Nursing program to allow successful HSRCA graduates to access the Practical Nursing Program.

Practical Nursing graduates are prepared to nurse using professional standards of practice and competencies established by the College of Licensed Practical Nurses of British Columbia (see www.clpnbc.org/) and will be eligible to write the Canadian Practical Nurse Registration Exam, required for registration in BC.

Graduates of the Home Support/Resident Care program considering enrolling in NWCC's Practical Nursing program are encouraged to talk to an Educational Advisor.



Social Service Worker (SSW)

Smithers and Terrace Campuses, and throughout College region on a rotating basis. Full- and part-time.

Tuition \$3289.00 (plus fees, books and supplies, practicum expenses). 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 Social Service Worker Certificate and Diploma program are designed for students who wish to obtain training and skills in social services. The SSW program integrates university credit courses with social service career courses.

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

On completion of the certificate, graduates are prepared to work at the para-professional level, or continue their education to diploma and degree levels of professional education.

SOCIAL SERVICE WORKER CERTIFICATE

Fall Semester 2008 (September - December)

LPAT 100-1 Student Success
ENGL 190-3 Introduction to University Writing
ENGL 101-3 Introduction to Composition
SSW 109-3 Computers in Human Services I
SSW 112-3 Interpersonal Communication
SSW 191-3 Introduction to Social Service Agencies
PSYC 101-3 Introductory Psychology I
SOCI 101-3 Introductory Sociology I

Winter Semester 2009 (January - April)

ANTH 112-3 First Nations of B.C.
SSW 110-3 Computers in the Human Services II
SSW 113-3 Helping Skills
SSW 192-3 Introduction to Social Service Practice
PSYC 102-3 Introductory Psychology II
SOCI 102-3 Introductory Sociology II

Spring/Summer Semester 2009 (April - June)

SSW 197-3 Social Service Worker Practicum I

SOCIAL SERVICE WORKER DIPLOMA

Fall Semester 2008 (September - December)

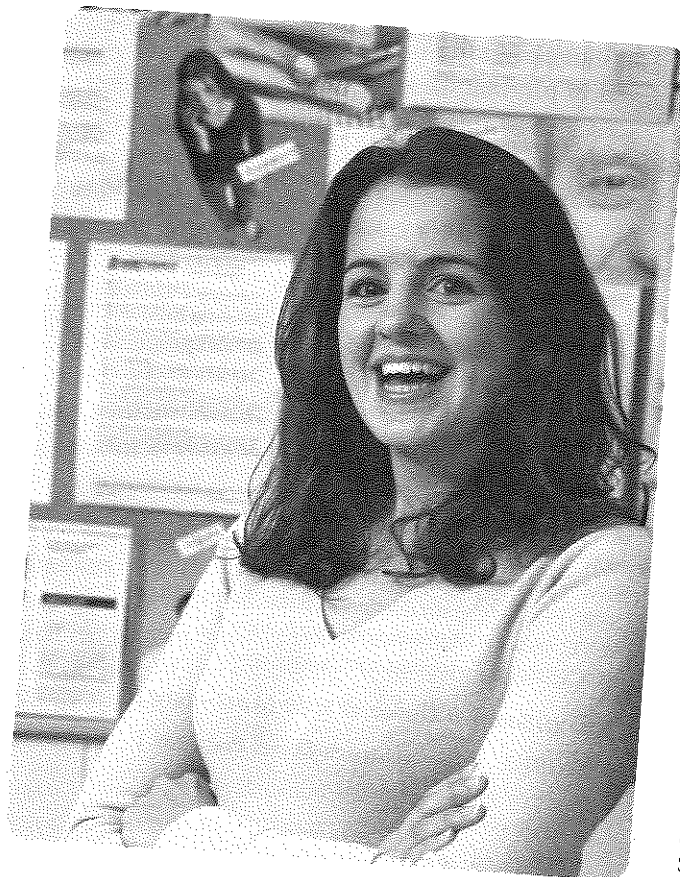
- ENGL 151-3 Technical Writing I
- SSW 295-3 Introduction to Social Work
- SSW 213-3 Group Work
- PSYC 201-3 Developmental Psychology I
- SOCI 205-3 Sociology of the Family
- Plus any 1 University Credit and/or SSW Electives.

Winter Semester 2009 (January - April)

- SSW 296-3 Social Policies
- SSW 290-3 Community Development
- PSYC 202-3 Developmental Psychology II
- SOCI 206-3 The Family in Cross Cultural Perspective
- Plus any 2 University Credit and/or SSW Electives.

Spring/Summer Semester 2009 (April - June)

- SSW 298-3 Social Service Worker Practicum II



Special Education Assistant (SEA)

Nass Valley - Ongoing

Prince Rupert, Terrace, Haida Gwaii and Smithers Campus via videoconferencing - begins September 2008

Tuition \$403.00 per 3 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 is a part-time program that prepares you 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 SEA program builds the knowledge and skills you 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 2 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.

PROGRAM OUTLINE

The 9-course, 2-practicum SEA certificate program is offered over 16 months. Courses run consecutively and classes are scheduled in the evenings and on weekends to accommodate working students. The exception to evening scheduling is the practicum; students must complete 2 practicums (90 hours each) during regular school district hours.

- SEA 115-3 Understanding Family Dynamics
- SEA 121-3 Child and Adolescent Development
- SEA 117-3 Introduction to Disabilities and Inclusion
- SEA 155-3 Teaching and Learning I
- SEA 156-3 Teaching and Learning II
- SEA 112-3 Interpersonal Communication
- SEA 153-3 Supporting Responsible Behaviour (in the classroom)
- SEA 157-3 Special Education Assistant - Practicum I
- SEA 114-3 Augmentative Communication
- SEA 107-3 Understanding Curriculum in the Inclusive Classroom
- SEA 158-3 Special Education Assistant - Practicum II

FOUNDATION TRADES TRAINING

Foundation programs are designed to prepare students with entry-level skills required for employment in the trades.

Trades programs provide the solid groundwork for careers and students may receive credit for the first level Apprenticeship technical training. For complete program information visit www.nwcc.bc.ca.

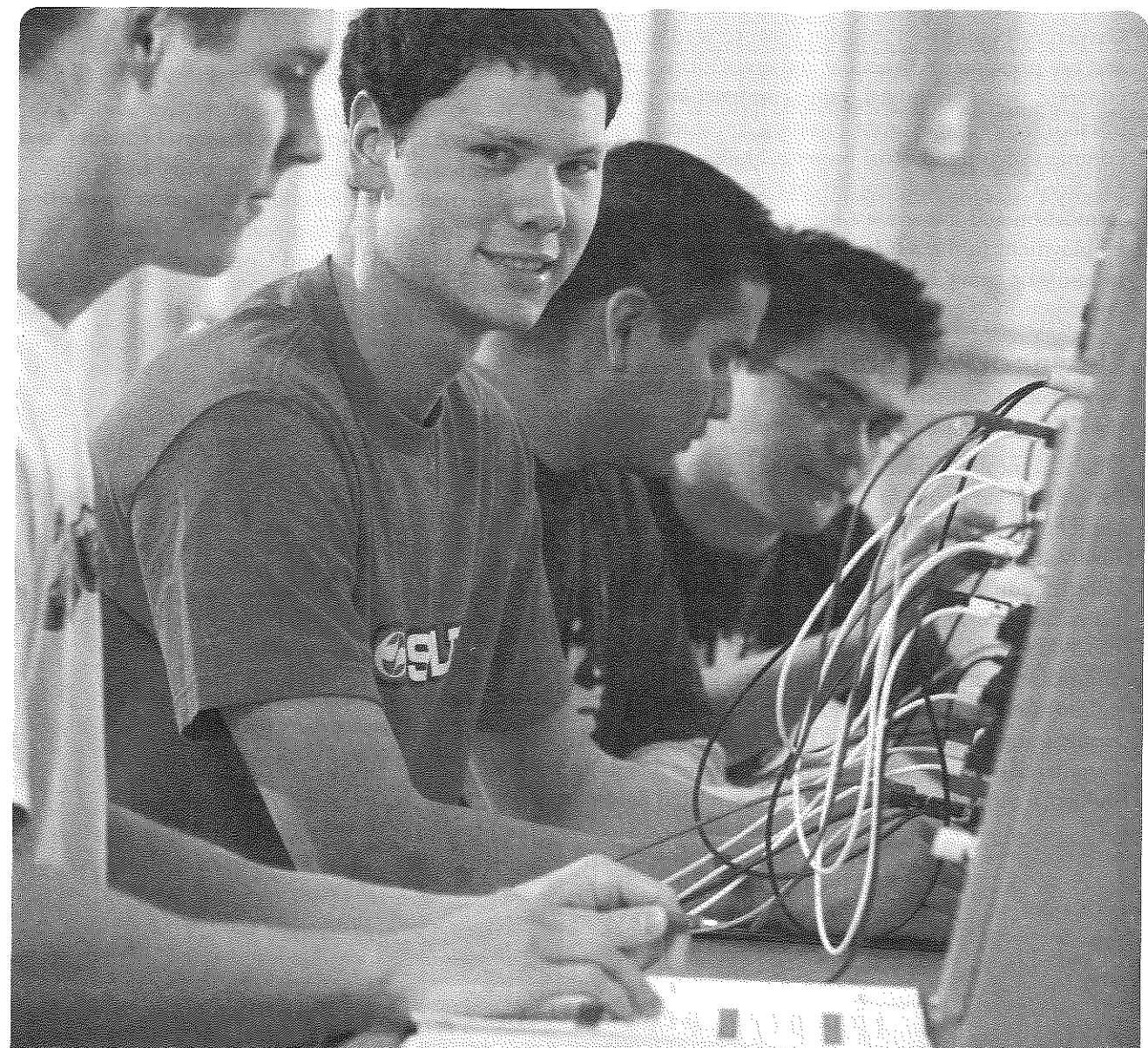
Learners should be aware that many employers require Grade 12 completion. We encourage Trades learners to enhance their employability by enrolling in Level I First Aid. First Aid courses are scheduled throughout the year.



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 high school counsellor for complete information.



Automotive Repair Technician Foundation Training

Terrace Campus

Tuition \$1982.00 (plus fees, books, tools and supplies)

The Automotive Repair Technician Foundation program gives students the technical skills and knowledge to repair, adjust and replace mechanical parts in autos and light trucks. Graduates can expect to find employment as automotive service tech apprentices, lube techs, tire repair techs, parts persons, brake and muffler installers, or other entry-level positions in the Automotive Sales and Service industry.

Carpentry Foundation Training

Prince Rupert, Queen Charlotte and Terrace Campuses

Tuition \$1321.00 (plus fees, books, tools and supplies)

Carpentry Foundation students learn to read plans and use instruments, assemble and erect forms for concrete, wood and metal frame construction, and install interior and exterior finishing for residential, commercial and industrial projects. Skills are practiced on practical projects, like constructing a foundation and frame for a house. Carpenters find employment in the residential, commercial, light industry or heavy construction fields doing new construction, renovations, or maintenance.

Electrical Foundation Training

Prince Rupert Campus

Tuition \$1586.00 (plus fees, books, tools and supplies).

The Electrical Foundation program prepares students for entry-level positions as "Electrical Work" 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 Foundation Training

Terrace Campus

Tuition \$2444.00 (plus fees, books, tools and supplies)

The Heavy Duty/Commercial Transport Repair Mechanic Foundation 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. Both trades are required to be able to troubleshoot, repair and maintain all aspects of mobile equipment.

Thorough knowledge of electronics, hydraulics and mechanical components are necessary to be a qualified mechanic. In addition to covering all the theory and practical components necessary for the 1st-year Heavy Duty and Commercial Transport Apprenticeship certificate, the program provides a complement of additional valuable skills.



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.

APPRENTICESHIP TRAINING

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

To be eligible for apprenticeship training you must be registered as an apprentice with the Industry Training Authority. Registration can be completed at www.itabc.ca. Sponsors can include industry, training institutions, village governments, and Band Councils.

Learners should be aware that many employers require Grade 12 completion.

We encourage Trades learners to enhance their employability by enrolling in Level I First Aid. First Aid courses are scheduled throughout the year.

Apprenticeship training at NWCC includes Automotive Repair Technician Level 2, Carpentry Level 1 - 4, Electrical Level 1 - 4, Millwright/Industrial Mechanic Level 1 - 4, Residential Building Maintenance Worker Level 1 - 3, and Welding (Provincial Welder's Training Program) Level C, B, A. Based upon demand, NWCC offers an apprenticeship training program for Heavy Duty / Commercial Transport Repair Mechanic.

Millwright (Industrial Mechanic) Foundation Training

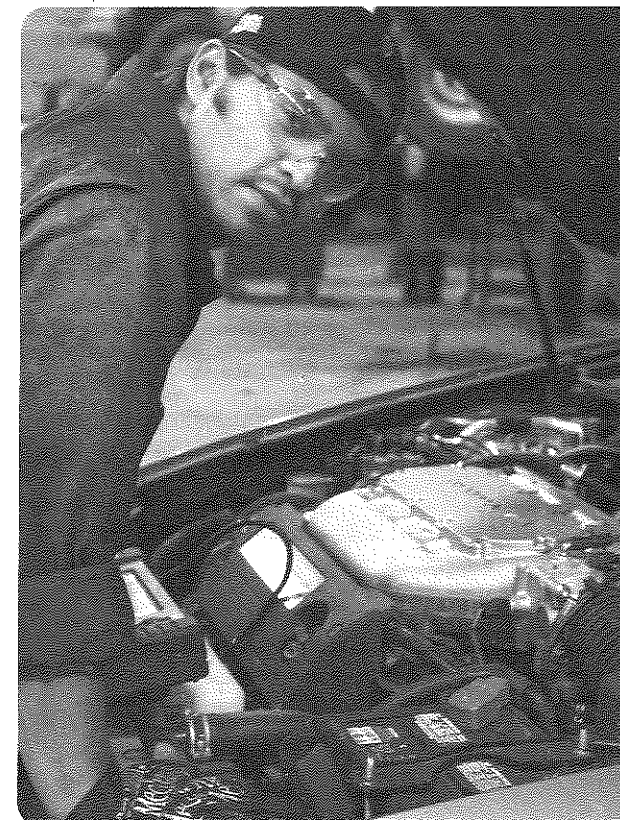
Terrace Campus

Tuition \$1321.00 (plus fees, books, tools and supplies)

The Millwright/Industrial Mechanic Foundation 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.

Millwrights are highly skilled people who are responsible for the installation, maintenance and repair of a variety of stationary machinery. Their workplace is generally within industrial settings such as pulp mills, mines and manufacturing plants. A qualified millwright is responsible for the installation, maintenance and repair of machinery and heavy mechanical equipment. They read diagrams and schematic drawings to determine work procedures, comprehend and trouble-shoot mechanical systems, perform preventative and operational maintenance, and repair or replace parts.



Automotive Repair Technician - Apprentice Level 2

Terrace Campus

Tuition \$397.00 (plus fees, books, tools and supplies)

An Automotive Service Technician is a person who repairs, adjusts and replaces mechanical and electrical parts of automobiles and light trucks. They must repair damaged components or perform preventative maintenance, inspect the completed work, and test that the vehicle's performance meets required standards. They must also be able to communicate with customers about what has been done and why, and advise customers on general vehicle conditions and future repair requirements.



**Carpentry -
Apprenticeship Level 1 - 4**

Various locations throughout the College region

Tuition \$397.00 per Level
(plus fees, books, tools and supplies)

A carpenter works to assemble and erect forms for concrete, wood and metal construction framing, and install interior and exterior finishing materials. The apprenticeship process requires time spent on the job, supplemented by in-school training. Apprentices who have completed Carpentry Foundation Training receive credit for the first level of apprentice training.

Apprentices complete a 4-year, 4-level program that includes 5,000 workplace and 720 school training hours. After successful completion of the program, the apprentice is issued the BC Certificate of Apprenticeship, BC Certificate of Apprenticeship, and the Interprovincial Standard Endorsement (Red Seal).

**Electrical -
Apprenticeship Level 1 - 4**

Prince Rupert Campus

Tuition \$661.00 per Level
(plus fees, books, tools and supplies)

An Electrician is a skilled trades worker who installs, constructs, alters, repairs, maintains, commissions, tests, and services, calibrates, and operates related electrical and electronic systems in any premise, place, building or structure. Electricians ensure that all electrical connections are safe and meet the electrical code standards. Because electricity is used for a variety of purposes including climate control, security and communications, Electricians need to be proficient in many applications of electricity. Electrical Apprenticeship students study Provincial Apprenticeship curriculum relevant to the apprenticeship level in which they are enrolled.

**Millwright/Industrial Mechanic -
Apprenticeship Level 1 - 4**

Terrace Campus

Tuition \$463.00 per Level
(plus fees, books, tools and supplies).

Millwrights install and maintain industrial equipment. They are the primary maintenance personnel in industrial settings such as mining, forestry, and energy sectors and are responsible for day-to-day mechanical maintenance. As students progress through Millwright training they will be able to work competently in most industrial environments. With work experience, Millwrights can advance to become maintenance supervisors, responsible for overall maintenance planning and execution. Completion of all four Apprenticeship levels can lead to the Interprovincial Ticket.

**Residential Building Maintenance
Worker - Apprenticeship Level 1 - 3**

Various locations throughout the College region

Tuition \$529.00 per Level
(plus fees, books, tools and supplies)

Residential Building Maintenance workers repair and maintain residential buildings (single family unit, multi-unit, high rise units) including minor carpentry, electrical, plumbing, painting, drywall, refrigeration mechanics, and roofing repairs, maintenance, installation, inspection testing and troubleshooting, all performed in accordance with federal, provincial and local building codes and bylaws, and BC Safety Authority legislation and regulations.

The apprenticeship program is comprised of 3 levels of in-school and work-based training. Each in-school training requirement is 8 weeks in length.



THE NWCC ADVANTAGE

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

**Welding Apprenticeship Training -
Provincial Welders' Training Program**

Prince Rupert and Terrace campuses

Tuition Welding C \$2444.00
(plus fees, books, tools and supplies)

Tuition Welding B \$1057.00
(plus fees, books, tools and supplies)

Tuition Welding A \$529.00
(plus fees, books, tools and supplies)

The Provincial Welders Training Program is a competency based, directed learning program designed to provide learners with the skills required to function as safe, competent entry-level tradespersons. Training is divided into three levels, C, B, and A.

Level C welders are restricted to structural and non-pressure applications. Level B welders are eligible to obtain pressure-welding certification. Certified A Level welders are able to work throughout the welding industry.

Upgrading is available upon request and as space permits to those wishing to improve their techniques or become proficient in special processes. Learners requesting Boiler Pressure Vessel Certification can apply directly to the Welding Department in either Prince Rupert or Terrace.

Students entering the Welding Apprenticeship Training program complete a 3-year, 4-level program including 4,680 workplace and 720 school training hours. After successful completion of the program, and the Interprovincial exam, the apprentice is issued the BC Certificate of Apprenticeship, BC Certificate of Qualification and the Interprovincial Standard Endorsement (Red Seal).

Students may enter and exit at anytime to re-enter the workforce. Level C is an entry-level course that requires approximately 7 months to complete; Level B, 4 months; and Level A, 3 months.

Note: To be granted B Level, Ministry of Labour ITA qualification, learners must hold a C Level Ministry of Labour qualification, and successfully complete the B Level content (as above) and have 9 months documented welding experience.



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

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

Tuition \$252.93 per course (plus fees, books and supplies)

UNIVERSITY CREDIT (UC)

With Associate Degrees and more than 220 transferable credit courses, the UC program can help you meet your educational goals, whether it's pursuing a Bachelor's degree, entering the workforce, laddering to a NWCC career program or continuing professional development and life-long learning. UC students have a high rate of success when they start their studies here. You have a home advantage with Northwest Community College.

By starting here, you'll save money with lower tuition and cost of living, benefit from small class sizes with more student /teacher interaction, quality instruction and support services. Plus, our comprehensive range of Arts and Science courses 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.

Students working towards a university undergraduate degree can complete their first two years of study at NWCC.

CORE COURSE GUARANTEE

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

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

ASSOCIATE DEGREES IN ARTS AND SCIENCES

An Associate Degree is a recognized academic achievement designed to prepare students for employment following graduation or transfer to a Bachelor's Degree program. 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.

Graduates from Associate Degree programs have demonstrated the competence and commitment to meet new challenges in employment and further education.

Students complete in-depth study in specific disciplines. An Associate Degree is equivalent to the first two years of a four-year Bachelor Degree and may transfer* directly into the third year of an undergraduate 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>.

ASSOCIATE DEGREE IN ARTS

An Associate Degree in Arts provides a firm grounding in Arts education. It helps develop the comprehensive knowledge and good communications skills valued by employers, and is a key pathway to Social Services and Humanities degrees such as English, History, Psychology and Anthropology. A minimum of 20 specific university credit courses is required for Associate Degrees in Arts.

The Associate Degree in Arts has been designed to facilitate maximum transferability to a B.A. degree program or to conclude after two years at NWCC.

ASSOCIATE DEGREE IN ARTS (CRIMINOLOGY SPECIALIZATION)

Criminology is the scientific study of crime, criminals, and the criminal justice system. This specialization program allows students to focus on the area of criminal justice while still receiving the benefits of an Associate Degree. This program has been designed to facilitate maximum transferability to a B.A., Criminology degree program or to conclude after two years at NWCC.

NEW! ASSOCIATE DEGREE IN ARTS (FIRST NATIONS STUDIES SPECIALIZATION)

Courses required for this program were under development during the production of this guide. Please see an Educational Advisor and the College Web site www.nwcc.bc.ca for more information.

NEW! ASSOCIATE DEGREE IN ARTS (SUSTAINABLE COMMUNITIES SPECIALIZATION)

This specialized program focuses on environmental sociology and sustainable communities, allowing students to explore environmental issues, social equity, sustainable economic development and viable communities while receiving the benefits of an Associate Degree. This program has been designed to facilitate maximum transferability to a B.A. degree program or to conclude after two years at NWCC.

ASSOCIATE DEGREE IN SCIENCE

An Associate Degree in Science provides a firm grounding in science education. It helps develop the comprehensive knowledge and good communications skills valued by employers, and is a key pathway to Biological, Health and Medical degrees. A minimum of 20 specific university credit courses is required for an Associate Degree in Science.

The Associate Degree in Science has been designed to facilitate maximum transferability to a B.Sc. degree program or to conclude after two years at NWCC.

NEW! ASSOCIATE DEGREE IN SCIENCE (ENVIRONMENTAL GEOSCIENCE SPECIALIZATION)

The Environmental Geosciences encompass a broad range of disciplines that allow students to develop an understanding of Earth's related natural systems and processes.

This program has been designed to facilitate maximum transferability to a B.Sc. degree program or to conclude after two years at NWCC. Most courses can also be applied towards the Professional Geoscientist (P. Geo.) designation with the Association of Professional Engineers and Geoscientists of BC.

Visit the College Web site for complete Associate Degree program details. For more information on BC Associate Degrees visit <http://www.bctransferguide.ca/associate/>.

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.

*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>.

Distance Education

Selected University Credit courses are available online, by teleconference or videoconference.

Spring and Summer Courses

Selected University Credit Courses are available in the spring and summer at the Prince Rupert, Smithers and Terrace campuses.



THE NWCC ADVANTAGE

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



Northwest Community College Field Schools

NWCC Field Schools are intensive spring/summer semester field studies, incorporating a full semester of learning into just a few weeks. University credit classroom studies – two or more transferable courses from different disciplines – are combined with significant field components, including field and multi-day trips, to create unique, experiential learning opportunities.

Interdisciplinary Cultural Studies Field School

Smithers Campus.
May 1 - May 15, 2008.

An interdisciplinary approach to learning about northern BC First Nations cultures that allows you to earn six university credits in less than three weeks.

ARTH 201-3 Contemporary First Nations Art of the Northwest Coast
ANTH 240-3 Introduction to Archaeology

(Courses may be taken concurrently)

The study of materials remains (archeology), and artistic styles and expression (art history) provide a unique perspective into First Nations traditional and modern cultures. Two fully transferable university credit courses from these disciplines are integrated in the Interdisciplinary Cultural Studies field school to offer insightful interpretations of how First Nations lived and continue to live, with emphasis on the links from past to present.

This intensive field school combines classroom and field components, including 3 days in Hagwilget Canyon, near New Hazelton, BC and 2 days in Kitselas Canyon, near Terrace, BC.



Kitlope Field School

Terrace Campus.
June 16 - June 30, 2008, including weekends.

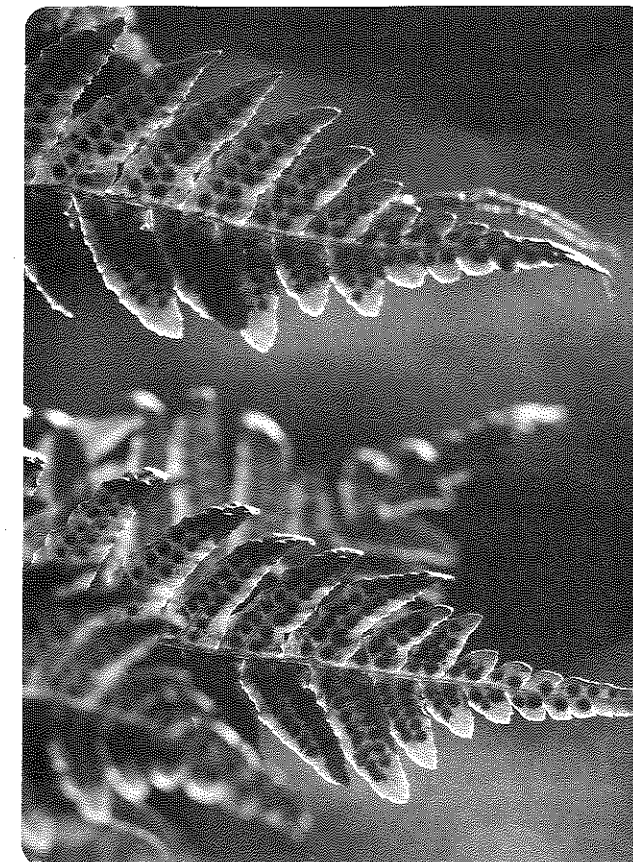
Unique learning in the Kitlope Heritage Conservancy allows you to earn six university credits in less than three weeks.

ANTH 203-3 Northern Nations of the Northwest Coast
GEOG 111-3 Introduction to Human Geography

(Courses must be taken concurrently)

Each summer, Northwest Community College, in partnership with the Haisla Elders, Hereditary Chiefs, the Na na kila Institute, and Rio Tinto Alcan, offers 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/Henaaksiala 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/Henaaksiala Elders, the 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/Henaaksiala, is the foundation of the field school.



THE NWCC ADVANTAGE

Experienced, qualified instructors who care about your success.

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 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 first- and second-year courses to help you complete your Associate Degree. Talk to an Educational Advisor today.

For more information see Associate Degrees pages 28-29.



LEGEND: P = Prince Rupert S = Smithers T = Terrace ☐ = videoconference

Spring/Summer Semester 2008 (April - August)			
Anthropology 203-3	Northern Nations of the Northwest Coast	T	
Anthropology 240-3	Introduction to Archaeology	S	
Anthropology 245-6	Archaeological Field Studies	P	
Art History 151-3	History of World Art from Beginnings to 1400	P,T	
Art History 152-3	History of World Art Since 1400	T	
Art History 201-3	Contemporary First Nations Art of the Northwest Coast	S	
Criminology 210-3	Law, Youth and Young Offenders	P	
Geography 111-3	Introduction to Human Geography	T	
Geography 210-3	Environments and Society	T	
Womens Studies 203-3	Women's Health Issues in Canada	T	
Fall Semester 2008 (September - December)			
Anthropology 101-3	Human Origins	S	
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	P	
Anthropology 205-3	Archaeology of Northern British Columbia	T	
Anthropology 260-3	Medical Anthropology	T	
Biology 101-3	Introductory Biology I: Cells, Diversity and Physiology	P,T	
Biology 131-3	Human Anatomy & Physiology I	P,T	
Biology 202-3	Vertebrate Zoology	P	
Biology 205-3	Cell Structure and Function	T	
Biology 211-3	Principles of Ecology	P	
Biology 214-3	Microbiology II	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	T	
Computer Science 111-3	Introduction to Computers	P,S,T	
Computer Science 123-3	Computer Programming	T	
Criminology 101-3	Introduction to Criminology	P,T	
Criminology 103-3	Psychology of Crime and Deviance	S,T	
Criminology 131-3	Introduction to the Criminal Justice System	P	
Criminology 230-3	Criminal Law in Canada	T	
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	S,T	
English 205-3	Literature and Classical Mythology	T,Tel	
English 270-3	Introduction to Children's Literature	P	
Film 101-3	Introduction to Film Studies	T	
Geography 110-3	People and the Environment	S	
Geography 150-3	Physical Geography I: Biogeography, Meteorology and Climatology	P,T	
Geography 224-3	World Regional Geography	T	
Geography 225-3	Regional Geography of British Columbia	P	
History 105-3	Canada to the Mid-19th Century	P,T	
History 209-3	History of Native People of Canada	S	
History 216-3	History of the United States After 1865	T	
History 231-3	Germany in the 20th Century	P	
Math 101-3	Calculus I: Differential Calculus	P,T	
Math 131-3	Introduction to Statistics	P,T	
Oceanography 208-3	Introduction to Physical, Chemical and Geological Oceanography	P	
Philosophy 101-3	Introduction to Philosophy	T	
Physics 101-3	Introductory Physics I	P,T	
Physics 121-3	Advanced Physics I	T	
Political Science 101-3	Canadian Politics I	P,T	
Psychology 101-3	Introductory Psychology I	P,S,T	
Psychology 201-3	Developmental Psychology I	P,T	
Psychology 207-3	Introduction to Mental Health Counseling	P	
Psychology 221-3	Abnormal Psychology and Therapy I	S,T	
Sociology 101-3	Introductory Sociology I	P,S,T	
Sociology 205-3	Sociology of the Family	T	
Sociology 250-3	Sociology of Deviance	S,T	
Women's Studies 101-3	Women in Canada	T	
Women's Studies 102-3	Introduction to Women's Studies	P,S	

ONLINE COURSES			
Math 115-3	Pre-Calculus		
Math 190-4	Principles of Mathematics for the Elementary School Teacher		

TELECONFERENCE COURSES			
English 205-3	Literature and Classical Mythology		

VIDEOCONFERENCE COURSES			
Sociology 250-3	Sociology of Deviance	S	

*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.

LEGEND: P = Prince Rupert S = Smithers T = Terrace ☐ = videoconference

Winter Semester 2009 (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	S,T	
Anthropology 202-3	Indigenous Cultures in Transition	T	
Anthropology 212-3	Cultural Resource Management	S	
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 211-3	Principles of Ecology	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	T	
Computer Science 113-3	Computer Programming with Lego Robot	P	
Computer Science 141-3	Integrated Software Tools	P	
Criminology 103-3	Psychology of Crime and Deviance	P	
Criminology 131-3	Introduction to Criminal Justice System	T	
Criminology 135-3	Introduction to Criminal Law and Legal Institutions: a Criminal Justice Perspective	S,T	
Criminology 213-3	Women and Crime	P,T	
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 206-3	Literature and the Bible	T,Tel	
English 209-3	Creative Writing I	P	
English 211-3	Creative Writing II - Fiction	On	
Geography 110-3	People and the Environment	P	
Geography 111-3	Introduction to Human Geography	P	
Geography 112-3	Environments and Planning	T	
Geography 150-3	Physical Geography I: Biogeography, Meteorology and Climatology	S	
Geography 160-3	Physical Geography II: Geology, Geomorphology and Soils	P,T	
Geography 204-3	Spatial Analysis and Geographic Information Systems (GIS)	P	
Geography 225-3	Regional Geography of British Columbia	S	
History 106-3	Canada Since the Mid-19th Century	P,T	
History 241-3	The Soviet Union, 1917-1990	T	
History 250-3	History of Latin America	P	
Math 102-3	Calculus II: Integral Calculus	P,T	
Math 131-3	Introduction to Statistics	T	
Math 190-4	Principles of Mathematics for the Elementary School Teacher	On,T	
Math 235-3	Linear Algebra	T	
Oceanography 209-3	Introduction to Biological Oceanography	P	
Philosophy 102-3	Moral Philosophy	T	
Physics 102-3	Introductory Physics II	P	
Physics 122-3	Advanced Physics II	T	
Political Science 102-3	Canadian Politics and Government	S,T	
Psychology 102-3	Introductory Psychology II	P,S,T	
Psychology 202-3	Developmental Psychology II	P,T	
Psychology 222-3	Abnormal Psychology and Therapy II	S,T	
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	S,T	
Women's Studies 101-3	Women in Canada	P	
Women's Studies 102-3	Introduction to Women's Studies	T	

Spring/Summer Semester 2009 (May - August)			
Anthropology 203-3	Northern Nations of the Northwest Coast	T	
Anthropology 240-3	Introduction to Archaeology	T	
Anthropology 270-3	Traditional Knowledge in Practice	T	
Geography 110-3	People and the Environment	T	
Geography 111-3	Introduction to Human Geography	T	
Geography 221-3	Social Geography	T	
Philosophy 102-3	Moral Philosophy	P	
Math 190-3	Principles of Mathematics for the Elementary School Teacher	P	
Sociology 205-3	Sociology of the Family	P	

ONLINE COURSES			
English 211-3	Creative Writing II - Fiction		
Math 190-4	Principles of Mathematics for the Elementary School Teacher		

TELECONFERENCE COURSES			
English 206-3	Literature and the Bible		

VIDEOCONFERENCE COURSES			
Criminology 135-3	Introduction to Canadian Law and Legal Institutions: a Criminal Justice Perspective	S	

*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.



FREDA DIESING SCHOOL OF NORTHWEST COAST ART

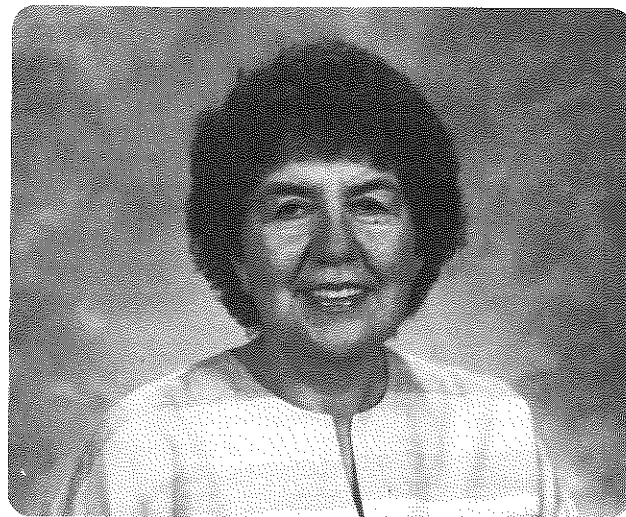
Northwest Community College created the Freda Diesing School of Northwest Coast Art to honour, recognize and continue the legacy of Haida artist Freda Diesing. She was a master carver, painter, tireless educator and champion of First Nations art and culture.

The Freda Diesing School of Northwest Coast Art brings nations together in the pursuit of higher education, and sets new standards for aspiring artists. It is the only School of its kind in Canada, focusing on traditional First Nations Pacific Northwest Coast art with the view of developing skills into fine art.

The School offers the First Nations Fine Arts program, instructed and mentored by world-renowned artists Dempsey Bob (Tahltan/Tlingit), Stan Bevan (Tahltan/Tlingit/Tsimshian), and Ken McNeil (Tahltan/Tlingit/Nisga'a).

The instructors play an important role in passing on Freda Diesing's legacy to their students. They instill in their students what is required to become a First Nations artist and an understanding of each one's responsibility to continue to share this valuable knowledge with others.

Marie Alfreda "Freda" Johnson Diesing (1925-2002)



Freda Diesing was a Haida artist from Prince Rupert, BC. She was given the Haida name Skil Kew Wat, 'magical little woman', a name that reflects the influence and power of her talent.

One of the first female carvers on the modern northwest coast, Freda began her carving career at the age of 42. She studied at the Vancouver School of Art and at the Gitanmaax School of Northwest Coast Indian Art at 'Ksan Village.

In the 1960s, Diesing and a handful of other artists were responsible for the re-awakening of Northwest Coast art and culture. She worked with other master artists including Robert Davidson, Dempsey Bob, and Tony Hunt. In the 1980s, her work was included in the ground breaking exhibition "Legacy - Tradition and Innovation in Northwest Coast Indian Art", assembled by the Royal British Columbia Museum, and exhibited internationally, bringing awareness and appreciation to her culture's art and history to the world.

Diesing was an exceptional carver, teacher and mentor. Her students include many of the most acclaimed artists working in First Nations art today. She generously contributed many works of art to local communities.

In 2000, she was awarded an honorary diploma from Northwest Community College. In 2002, she received a National Aboriginal Achievement Award and an honorary doctorate from the University of Northern British Columbia.

First Nations Fine Arts (FNFA)

Terrace Campus

Tuition Certificate \$3970.00,
Diploma \$4094.00 (plus fees, books and supplies)

Program Overview

TRADITIONAL LEARNING

Students of First Nations descent will be given the opportunity to learn the art and craft of traditional woodcarving. Stan Bevan and Ken McNeil, two distinguished carvers, will serve as teachers and mentors to the students in the First Nations Fine Art (FNFA) program. Dempsey Bob will lend his knowledge, experience and creative talents as the Senior Advisor. Students share the instructors' knowledge and experience while working alongside them and other respected, visiting artists.

PROGRAM LEGACIES

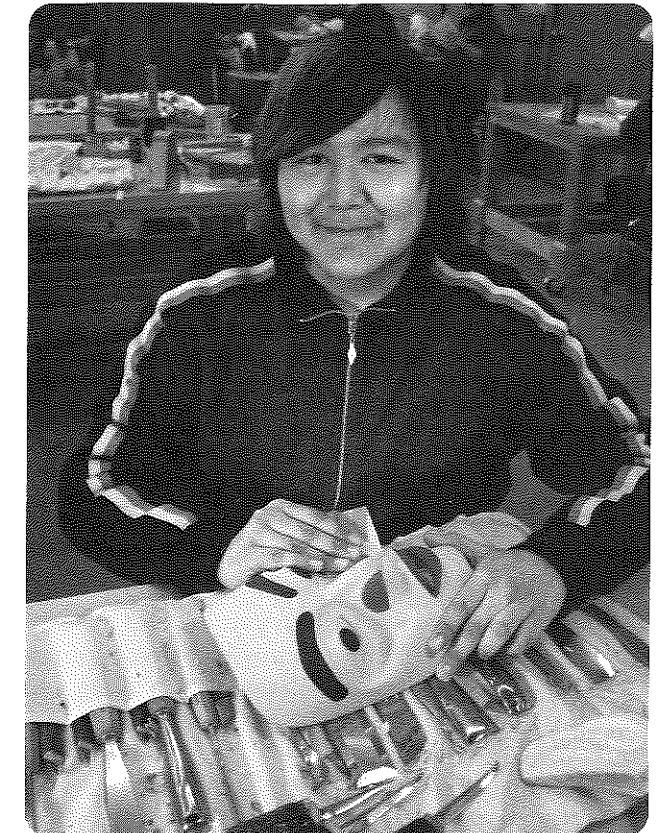
The First Nations Fine Art program seeks to honour and support the rich culture and tradition of First Nations art in the northwest. Each class will produce a legacy art project. The legacy piece will remain at Northwest Community College campuses to enhance the learning environment and make our College campuses more welcoming and supportive of First Nations learners.

PROGRAM OUTLINE

FNFA is a 2-year diploma program. In class, learn basic drawing and design techniques and the history of designs and crests. In the workshop, learn hands-on tool making and traditional wood carving techniques. All students are expected to participate in carving the program projects.

The FNFA program is comprised of courses that include:

- Toolmaking (carving tools: build and use traditional tools)
- Two Dimensional Design (Northwest Coast Art form fundamentals; design techniques; drawing and painting; developing visual literacy)
- Woodcarving (the property of wood and its uses; carving projects: small-medium sized plaque, spoon, portrait mask, and canoe-shaped bowl; carving practice and proficiency).



FIRST NATIONS FINE ARTS CERTIFICATE

ARTH 101-3	First Nations Art of the Pacific Northwest I
FNFA 110-1	Shop Safety Basics
FNFA 112-3	Two Dimensional Design-Basic Form
FNFA 113-3	Two Dimensional Design
FNFA 114-3	Tool Making
FNFA 116-3	Elements of Wood Carving
ARTH 108-3	First Nations Art of the Pacific Northwest II
FNFA 123-3	Two Dimensional Design for Sculptures
FNFA 125-1	Tool Care and Use
FNFA 126-3	Wood Carving - Traditional Spoon
FNFA 127-3	Wood Carving - Traditional Bowl
FNFA 128-3	Wood Carving - Portrait Mask

FIRST NATIONS FINE ARTS DIPLOMA

ARTH 201-3	Contemporary First Nations Fine Arts of the Northwest Coast
ARTH 210-3	Northwest Coast Art Museum and Gallery Studies
FNFA200-4	Two Dimensional Design for Traditional Structures
FNFA202-3	Specialty Tools
FNFA204-3	Wood Carving - Panel
FNFA206-3	Wood Carving - Moon Mask
FNFA207-3	Wood Carving - Crest Bowl
FNFA208-4	Wood Carving - Crest Mask
FNFA210-4	Totem Pole Model
FNFA212-3	Legacy Project

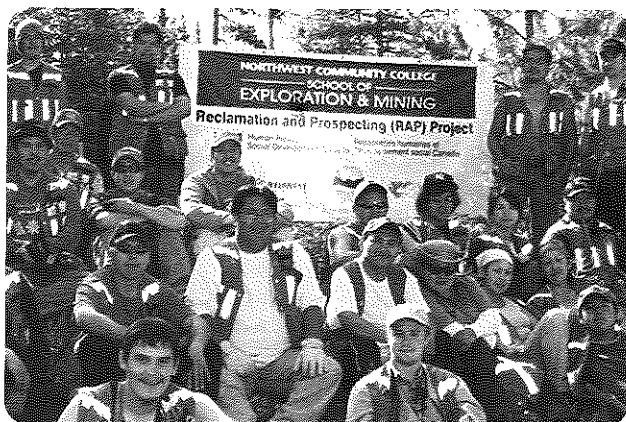


NORTHWEST COMMUNITY COLLEGE SCHOOL OF EXPLORATION & MINING

In response to the training needs of industry, Northwest Community College has developed the School of Exploration & Mining. In partnership with Smithers Exploration Group, BC Ministry of Energy, Mines & Petroleum Resources, the School develops industry-related courses and programs and offers training in various areas of mining and exploration.

School of Exploration & Mining courses and programs:

- Basics Concepts of Glacial Till Sampling
- Camp Manager Training
- Core Technician
- Driller's Helper
- Excavator Operator Training
- Introduction to Metal Leaching and Acid Rock Drainage (Field School)
- Mining Exploration Field Assistant (MEFA)
- Occupational First Aid (OFA) Level 1
- PITS (Enform) Chainsaw Safety.
- Prospector Basic Training
- Reclamation & Prospecting First Nations - Workforce Training Program
- Transportation Endorsement 1
- WHMIS



Reclamation & Prospecting Program (RAP)

Northwest Community College (NWCC) School of Exploration and Mining offers a new program that supports the development of leadership and employment skills in First Nations communities in northern British Columbia.

The Reclamation and Prospecting (RAP) Program is a comprehensive pre-employment training program that prepares learners with skills in mineral exploration and environmental monitoring. Living and learning in real camp settings, students are taught by First Nations and other industry instructors, as well as First Nations Team Leaders and Elders. The training covers a diverse range of skills, including navigation, first aid, wilderness safety, environmental sampling, basic prospecting, and First Nations culture.

The program offers two opportunities for training:

1. Team Leader Training Program

The Reclamation and Prospecting Team Leader Training is a 10-week program intended to provide First Nations individuals with specific mining-related leadership skills for possible employment as a Team Leader in the 2008 RAP First Nations Workforce Training Program.

2. First Nations Workforce Training Program

The Reclamation and Prospecting (RAP) First Nations Workforce Training Program is an 11-week bush-camp based program that focuses on employment skills for 50 First Nations youth aged 18-35 who are interested in working in the minerals industry.

For program information, check the NWCC Web site www.nwcc.bc.ca/sem



CONTINUING EDUCATION & INDUSTRY TRAINING

Serving the Community

Northwest Community College strives to meet the educational needs of all residents in the communities served within our college region. The Continuing Education and Industry Training department plays a critical role in meeting those educational challenges. CE looks to local individuals, groups, organizations and industry for guidance on course ideas and program planning, ensuring program offerings are responsive and relevant.

Educational offerings can range from individual general interest to skill enhancement and growth. They also include programs and courses that are an outgrowth of the College's academic, career and vocational programs. Courses and programs are drawn from the areas of arts and language, business and computer technology, health and human sciences, natural resources, tourism, trades, university credit, and more.

Organizations, Industry & Workplace

The Continuing Education and Industry Training department is able to make available a broad range of instructional and professional expertise, on a cost-recovery basis to organizations, agencies and other clients within the Northwest Community College community whose special requirements cannot be met through our regular calendar offerings.

Instructional Excellence

Leading practitioners, experts in their chosen field, are drawn from the community at large to advise and to teach. Collaborative programs with community organizations and other training institutions further enrich the learning environment of the College.

Examples of training we can provide:

- Professional Development
- Management Skills
- Project Management

- Leadership Development
- Business Skills Training
- Computer Training
- Trades Training
- Occupational Health and Safety Training
- Exploration and Mining Training
- Customized training to meet industry needs.

Information

Each College campus publishes semi-annual departmental calendars before the beginning of each semester. These calendars contain information on semester offerings, fees, and registration. Most campuses deliver these calendars to your door. For copies of current brochures, please contact the Continuing Education department at the campus closest to you or call 1.877.277.2288. Check the NWCC Web site at www.nwcc.bc.ca/ce for more information.

Refunds for Continuing Education & Industry Training Programs and Courses

1. Withdrawal seven calendar days prior to the first class 100% of fees less a \$10.00 administration charge.
2. Withdrawal less than seven but more than three calendar days prior to the first class 50% of fees.
3. Withdrawal three calendar days or less prior to the first class - no refund.
4. Special registration and refund policies apply to courses designated as NO REFUNDS after a set date for pre-registration. Refunds are not made after the pre-registration date unless the space can be sold to another student in which case the withdrawing student will then be refunded 100% of the fee, less a \$10.00 administration charge. Before the pre-registration date, the regular refund conditions apply.
5. Full refund will be made only if the College cancels a course or if a student withdraws from a course for documented medical or bereavement reasons before the course starts.



Program Expenses*

The fees listed in this guide are current as of the date of printing. All fees are subject to change without prior notice. Please refer to the individual program pages on the NWCC Web site www.nwcc.bc.ca for up-to-date information.

Program	Tuition and Added	Books	Materials / Lab	Supplies Clothing	Tools	Fieldwork Practicum Exams	Total
Adult Special Education	2,378.00	150.00		35.00			2,563.00
Applied Coastal Ecology Certificate	2,698.00	1,600.00	*	400.00	345.00	150.00	5,193.00
Applied Coastal Ecology Diploma	3,710.00	1,600.00	*	400.00	345.00	150.00	6,205.00
Automotive Foundation	1,982.00	450.00	330.00	250.00	800.00		3,812.00
Automotive Apprentice - per level	397.00		66.00				463.00
Business Administration	2,530.00	1,000.00		100.00			3,630.00
Business Tech Online - Accounting	1,054.00	800.00					1,854.00
Business Tech Online - Administrative Assistant	1,012.00	750.00					1,762.00
Business Tech Online - Office Assistant	1,349.00	800.00		□ 100.00			2,249.00
Career and College Prep	234.00	↘ 200.00		50.00			484.00
Carpentry Foundation	1,321.00	↘ 450.00	400.00	200.00	650.00		3,021.00
Carpentry Apprentice - per level	397.00	525.00	120.00				1,042.00
Coastal Guardian Watchmen per Module	871.00			Δ	Δ		871.00
Computer Technology	2,530.00	1,000.00		100.00			3,630.00
Culinary Arts Certificate	2,642.00	600.00	440.00	470.00	320.00		4,472.00
Culinary Arts Diploma	2,246.00	1,000.00	374.00	370.00	320.00		4,310.00
Early Childhood Education Basic	3,794.00	1,500.00		750.00			6,044.00
Early Childhood Education Post Basic	1,771.00	900.00		300.00			2,971.00
Electrical Foundation	1,586.00	450.00	264.00	250.00	350.00		2,900.00
Electrical Apprentice - per level	661.00	450.00	110.00				1,221.00
English as a Second Language	286.00	50.00					336.00
Essential Skills for Work	136.00	200.00					336.00
First Nations Fine Arts Certificate	3,970.00	200.00		1,000.00			5,170.00
First Nations Fine Arts Diploma	4,094.00	200.00		1,000.00			5,294.00
First Nations Public Admin. *	3,357.00	1,000.00					4,357.00
Heavy Duty Mechanics Foundation	2,444.00	810.00	407.00	350.00	1,000.00		5,011.00
Home Support Resident Care Attendant	1,586.00	150.00	264.00	300.00		200.00	2,500.00
Millwright Foundation	1,321.00	250.00	220.00	350.00	700.00		2,841.00
Millwright Apprentice - per level	463.00	450.00	77.00				990.00
Northern Collaborative Baccalaureate Year I	2,530.00	1,180.00	*	800.00			4,510.00
Northern Collaborative Baccalaureate Year II	3,204.00	1,180.00	*	800.00		975.00	6,159.00
Residential Building Maintenance Worker	529.00		88.00		650.00		1,267.00
Social Service Worker	3,289.00	1,000.00		200.00		200.00	4,689.00
Special Education Assistant	403.00	90.00					493.00
University Credit	2,530.00	1,000.00	*	150.00			3,680.00
Welding C	2,444.00	170.00	1,110.00	580.00	500.00		4,804.00
Welding B	1,057.00	170.00	480.00				1,707.00
Welding A	529.00	170.00	240.00				939.00

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

↘ Book costs may vary. Δ Please see Gear List on posted website.

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

* Add \$39.00 per semester for each Lab course undertaken. □ Calculator required for Office Assistant.

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

The Admissions Process

Admission Requirements

Admission requirements are program specific. Students should refer to their program of choice to determine eligibility requirements. Programs are listed on the NWCC Web site, and in the College Calendar, available at all campuses.

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 documents necessary for admission. Use the attached Application for Admission form or apply online from our Web site at www.nwcc.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 to you. 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 has been received by NWCC.

Step 1 — Applying for Admission

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

When to Apply

Applications are accepted during the 12-month period preceding the start date of any program. For some programs with limited class size early application will increase your chances of being accepted as most offers of admittance are made according to the "application date" (the date the complete application and all required documentation and transcripts are received).

Specific Date Applications

Some programs (ie. Northern Collaborative Baccalaureate Nursing/Bachelor of Science in Nursing) have specific application dates. See the NWCC Web site for these dates.

Continuous Applications

Programs with "continuous application" (ie. Career and College Preparation) 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 may have to wait for a seat may vary greatly, depending on the program. You will not have to reapply if you do not get a seat immediately, but you may occasionally be asked to confirm that you are still interested in the program.

How to Apply

SUBMITTING REQUIRED DOCUMENTS

Check the NWCC Web site for the program you are interested in to determine what documents are required for a complete application.

Depending on what is required: order official transcripts, obtain any additional application forms from Admissions, update your résumé, arrange to get letters of reference, etc. Write any required placement tests as directed by the Admissions Office.



ABOUT HIGH SCHOOL TRANSCRIPTS

Students currently in grade 12 are encouraged to apply before graduation. You will have to provide NWCC with an official transcript of any Grade 11 or 12 courses you've completed and interim grades for any courses in progress. You can obtain official transcripts directly from your high school or you can arrange to have your final transcripts sent directly from the Ministry of Education upon graduation; ask at your high school for the process to follow.

If you are applying as a high school graduate you will have to provide NWCC with an official high school transcript showing you graduated.

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 at:

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 and payment for the transcript with your transcript request.

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

Official transcripts from other post-secondary institution you've attended should be submitted to NWCC. Official transcripts must arrive in the Admissions Office in a sealed envelope from the sending institution, and 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 completed courses, 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.

TRANSFER CREDIT

Transfer credit may be useful if you've taken courses elsewhere that might be equivalent to required courses in your chosen program, or equivalent to prerequisites for other courses you may wish to take. If you want to have transfer credit evaluated, you must submit a Transfer Credit Request Form (available on the NWCC Web site) along with official transcripts from each institution you've attended. For further information about transferring credit, please contact a NWCC Educational Advisor. Transfer agreements in BC are detailed in the BC Transfer Guide at www.bctransferguide.ca.

PRIOR LEARNING ASSESSMENT (PLA)

Prior Learning Assessment is a process that may allow you to earn credit for skills and knowledge you already possess, regardless of how and where the learning took place. For more details, contact an Educational Advisor. Check the NWCC Web site for the detailed PLA policy.

PERMISSION OF INSTRUCTOR

Permission of Instructor may be used to gain acceptance into a course or program when you can demonstrate to the instructor that you are likely to succeed in the course or program.

Permission of Instructor may only be used if you do not meet the course or program prerequisites and/or you don't meet the course entry assessment.

Completing the Application for Admission

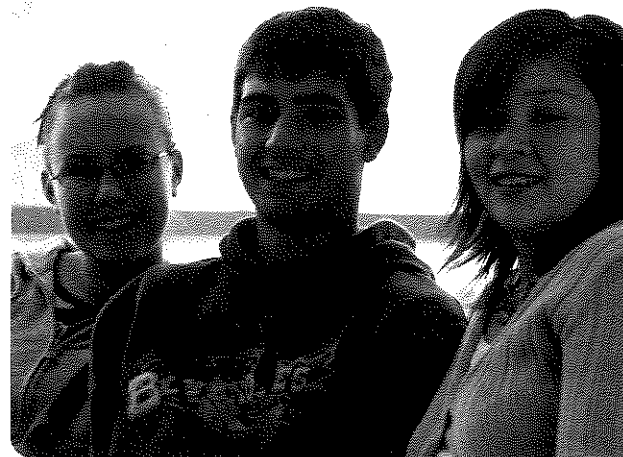
When you have gathered all the documentation, apply online at www.nwcc.bc.ca or complete and submit the Application for Admission form and attach all documents required for your program. If you are currently enrolled in a prerequisite course, include proof of enrolment. Students who apply online must mail or bring their documents to the Admissions Office of the nearest NWCC campus. (See back cover for campus contact information.)

Within days of receiving the application, NWCC will mail you an acknowledgement letter. Your application will be checked for completeness and we will contact you regarding any missing documents or information. Your completed application will be assessed and you will be sent a letter letting you know if you've been accepted into the chosen program. The letter will include information about how to register in your courses and pay your fees.

Step 2 — Registration in Courses

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

A \$100 non-refundable tuition deposit is due and payable upon acceptance into a program. This deposit is applied toward your first semester tuition. Students who do not pay the tuition deposit will not be able to register for courses in their program and risk losing their seat.



Select your Courses

Depending on the program you've chosen, this step will vary considerably. You will need to know which courses to take before registering. For some programs you will be given a predetermined 'set' of courses that have already been arranged. In other programs you will be required to choose appropriate courses. The NWCC Web site has the information you need to select courses in your chosen program. Read carefully for the courses required for your program and their prerequisites. It is your responsibility to ensure you have all necessary course prerequisites.

There is no guarantee that the courses you want will have space available so choose alternate courses before registering.

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 NWCC Web site. Students are strongly encouraged to consult an Education Advisor for course registration assistance.

Plan your Timetable

At NWCC most students create their own course timetable. If you need assistance, contact an Educational Advisor. You cannot register until you have selected your courses, planned a conflict-free timetable and paid your tuition deposit. All necessary prerequisites must be met before registering for courses.

All newly accepted students will be mailed their program schedule with a list of available courses to choose from. Continuing students can pick up their program schedule at the Admissions Office. Schedules can also be found online at www.nwcc.bc.ca.

Be sure to read the essential information about important dates and deadlines, withdrawing from courses, and refund policies on the NWCC Web site.

Step 3 — Paying your Fees

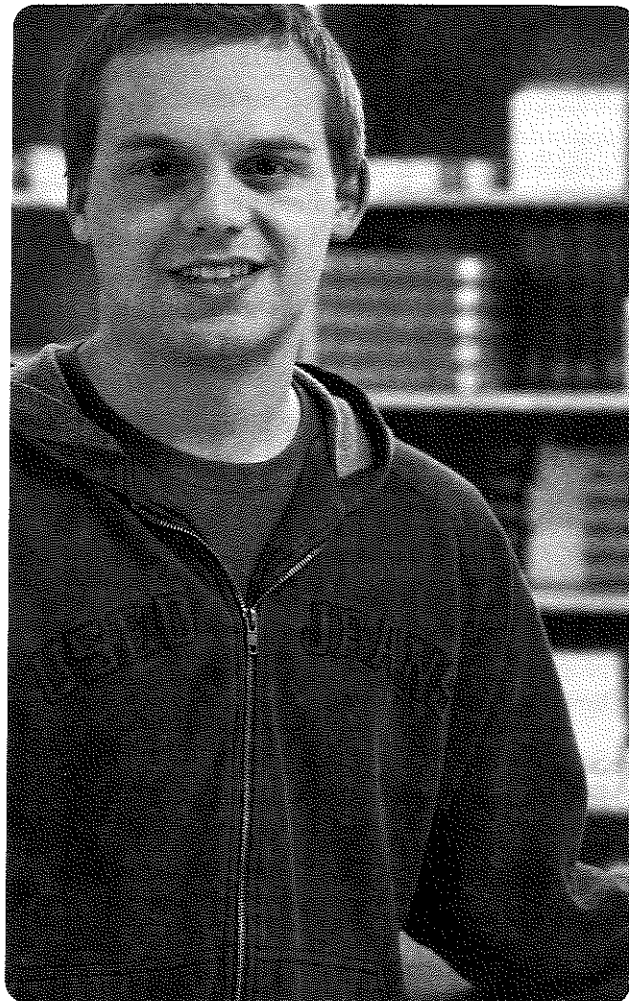
Your registration is complete once full payment of your fees has been received by NWCC. The amount owing will be calculated at the time of registration and will depend on the programs and course that you have registered for. See the Program Expenses Table (p.38) for typical program costs. Current cost for each program are detailed on the NWCC Web site and payment due dates will be detailed in your acceptance letter.

Ways to pay your fees:

- Online using American Express, MasterCard or Visa
- In person using cash, cheque, American Express, MasterCard, Visa or Interac
- Sponsorship letter from sponsoring agency
- Over the phone to the local campus cashier (if paying by credit card).

Senior Citizens (age 65 and over) are eligible for tuition-free enrolment in many NWCC courses. This exemption applies to tuition only and not to any charges for materials, books or supplies that other students in the course are required to pay. Further information may be obtained at any College campus.

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 Services Team

The Student Services Team is available across the College region to support your educational success. The Student Services Team consists of the Educational Advisors, First Nations Access Coordinators, Accessibility Services Coordinators and Learning Assistance Specialists.

Educational Advisors

Educational Advisors provide students with up-to-date information on College services, policies, procedures, facilities, programs and courses and how to access sources for financial aid. Educational Advisors have knowledge of all College programs, programs and courses at other educational institutions, and are trained to assist students with developing educational plans. *NWCC 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, we urge all students who are seeking transfer to other institutions to always verify the advice we offer them with the receiving institution.*

Learning Assistance Specialists

Learning Assistance Specialists work from the Learning Centre. The Learning Centre provides Student Success courses, assessments and assistance for students experiencing learning difficulties.

First Nations Access Coordinators

First Nations Access Coordinators support First Nations students with personal and educational matters. They assist First Nations students in their transition to the College, and often act as a liaison between the College and First Nations Band Education Coordinators. They also work with the NWCC community to provide a welcoming and supportive environment for First Nations students. Students are able to access their services on and off campus.

Accessibility Services Coordinators

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

- Adaptive Equipment
- Accommodation for students with Physical Disabilities
- Student Assistants
- Study Accommodations
- Physical Accessibility
- Orientation & Pre-Registration Assistance

Student Services

Services are available for students from the time they show an interest in NWCC until the time they complete their studies at the College...

Educational Advising

Visiting the Educational Advisor is the first step in becoming a NWCC student. Potential students interested in applying to the College are strongly encouraged to contact their local campus to make an appointment to speak with an Educational Advisor.

Access for First Nations Students

First Nations students who want to access College programs or services are strongly encouraged to visit a First Nations Access Coordinator. The goal of these services is to provide a successful transition to NWCC, create a welcoming environment, and provide support at all points along a student's educational journey.

Student Success and Learning Assistance

NWCC provides a number of ways a student can access support to ensure a successful and rewarding educational experience. Learning Assistance Specialists assess learning difficulties and provide helpful strategies that lessen their effects as a barrier to a student's success. Free Student Success courses are conducted at most campuses throughout the year. Students experiencing learning difficulties, for whatever reason, are encouraged to contact a Learning Assistance Specialist or any member of the Student Services Team.

Assessment And Application

Students without documentation of formal English and/or math prerequisites may do an entry assessment to find out if they are ready to begin their studies. Students who aren't yet ready will be helped to upgrade their skills.



Support Checks

NWCC faculty, staff, and members of the Student Services Team monitor student performance and may offer assistance to students who seem to be struggling, missing classes or progressing more slowly than expected. Support checks are meant to provide students with the best possible chance of success in their studies. Students can get help with money, academic, and personal problems that may be affecting their studies.

Services for Students with Disabilities

Services are available for students with physical and learning disabilities. Students with an identified disability are strongly advised to visit the Accessibility Services Coordinator before beginning the application process.

Library

The Library at NWCC welcomes anyone living in BC's northwest to drop in, get a free library card, and use our collection and services. We have a library or reading room in every community where the College has a campus. The NWCC Library is also an associate member of the North Coast Library Federation, which allows you to borrow and return materials from any Public or NWCC library between Houston and Prince Rupert – free of charge!

If you can't drop in, access our Virtual Library Web site through the College Web site:

www.nwcc.bc.ca and then <click> on LIBRARY or phone: 1-877-277-2288 Ext. 5407 or fax: 250-635-1594 or e-mail: reference@nwcc.bc.ca

Check out our collection of books, maps, videos, DVDs, oral history tapes, literacy materials, preschool children's books and videos, e-books, electronic journals and newspaper databases, and much more. Through our Interlibrary Loan service, you also have access to all public and post-secondary library collections in the province. If you have a question, the Library is the place to bring it.

Contact your local campus or visit the NWCC Web site for library locations and hours. All NWCC libraries are closed for statutory holidays.



THE NWCC ADVANTAGE

CONTINUING EDUCATION & INDUSTRY TRAINING

Northwest Community College (NWCC) strives to meet the educational and training needs of the communities and businesses we serve. Our Continuing Education & Industry Training 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/ce to see what programs and courses are currently being offered.



NWCC Programs & Courses Guide Eco-Audit

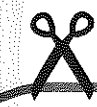
ENVIRONMENTAL BENEFITS OF USING RECYCLED PAPER TO PRODUCE THIS GUIDE

Using recycled paper made with 40% post-consumer waste and bleached without the use of Chlorine or Chlorine compounds has resulted in these measurable environmental savings:

- 25 trees
- 2,283 pounds of solid waste
- 2,512 gallons of water
- 3,276 kilowatt hours of electricity
- 4,150 pounds of greenhouse gases
- 18 pounds of HAP's, VOC's and AOX combined
- 6 cubic yards of landfill space

*Sources: Paper Task Force and Office of the Federal Environmental Executive





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: (Yr/Month/Day) / /		<input type="checkbox"/> Female <input type="checkbox"/> Male Voluntary Disclosure: Disability/medical condition? <input type="checkbox"/> Yes <i>NWCC will provide you with information about receiving supports/services</i>	
BC Personal Education Number (if known):			Program for which you are applying:		
Optional statistical information: Do you identify yourself as an Aboriginal person? <input type="checkbox"/> Yes <input type="checkbox"/> No If you identify yourself as an Aboriginal person, are you (select one or more): <input type="checkbox"/> First Nations <input type="checkbox"/> Metis <input type="checkbox"/> Inuit <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			Date (year/month) you would like to start: 20__ / Preferred Campus location: <input type="checkbox"/> Full-time <input type="checkbox"/> Evening Only <input type="checkbox"/> Part-time <input type="checkbox"/> Online		
IN CASE OF EMERGENCY CONTACT: Name: Telephone: ()			If you know specific courses you wish to take, list them here:		
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 Calendar <input type="checkbox"/> Local Media: newspaper, radio <input type="checkbox"/> First Nations 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 <input type="checkbox"/> NWCC poster, flyer, brochure, other <input type="checkbox"/> NWCC Educational Advisor					

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
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Previous Post-Secondary (Submit Transcripts)

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



Some courses or programs require specific documentation in addition to this application. Check our Web site at www.nwcc.bc.ca

PROCESSING OF YOUR APPLICATION WILL BE DELAYED UNTIL ALL REQUIRED DOCUMENTATION IS RECEIVED.



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 promotion 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
Toll Free: 1-877-277-2288**

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
Queen Charlotte	138 Bay Street, P.O. Box 67, Queen Charlotte, BC V0T 1S0	Tel: (250) 559-8222	Fax: (250) 559-8219
Prince Rupert	353 Fifth Street, Prince Rupert, BC V8J 3L6	Tel: (250) 624-6054	Fax: (250) 624-3923
Masset	1730 Hodges, P.O. Box 559, Masset, BC V0T 1M0	Tel: (250) 626-3670	Fax: (250) 626-3680
Smithers	3966 2nd Avenue, P.O. Box 3606, Smithers, BC V0J 2N0	Tel: (250) 847-4461	Fax: (250) 847-4568
Terrace	5331 McConnell Avenue, Terrace, BC V8G 4X2	Tel: (250) 635-6511	Fax: (250) 638-5432

For Office Use Only:

Operator:	Date:
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Campus Locations

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

Kaay Llnagaay

#2 Second Beach Road,
P.O. Box 1523
Skidegate, BC V0T 1S1
Tel: (250) 559.7885
Fax: (250) 559.4782

Kitimat

606 Mountainview Square
Kitimat, BC V8C 2N2
Tel: (250) 632.4766
Fax: (250) 632.5069

Masset

1730 Hodges,
P.O. Box 559
Masset, BC V0T 1M0
Tel: (250) 626.3670
Fax: (250) 626.3680

Nass Valley

Wilp Wilxo'oskwhl Nisga'a
5130 Skateen Avenue,
P.O. Box 237
New Aiyansh, BC V0J 1A0
Tel: (250) 633.2292
Fax: (250) 633.2463

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

Terrace

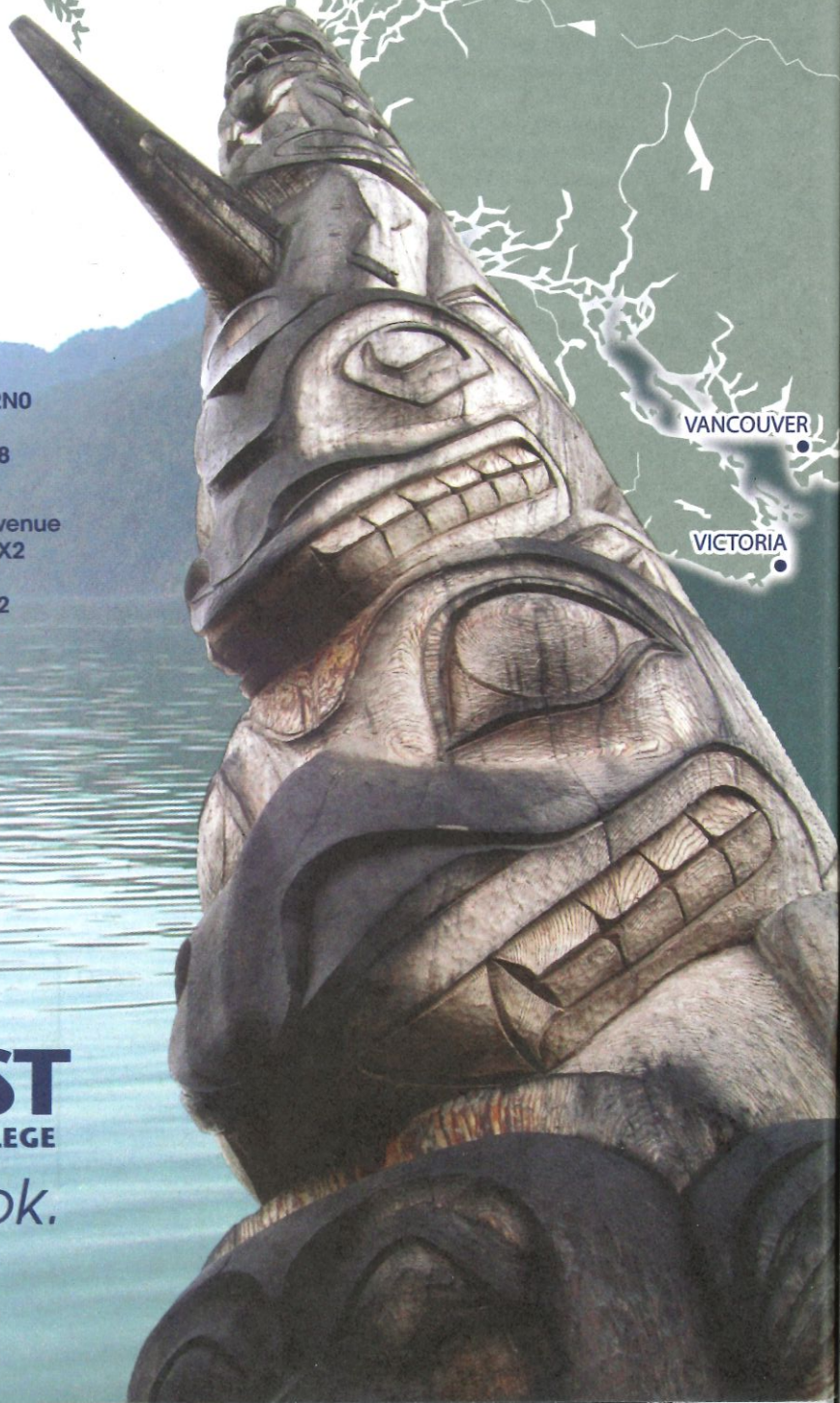
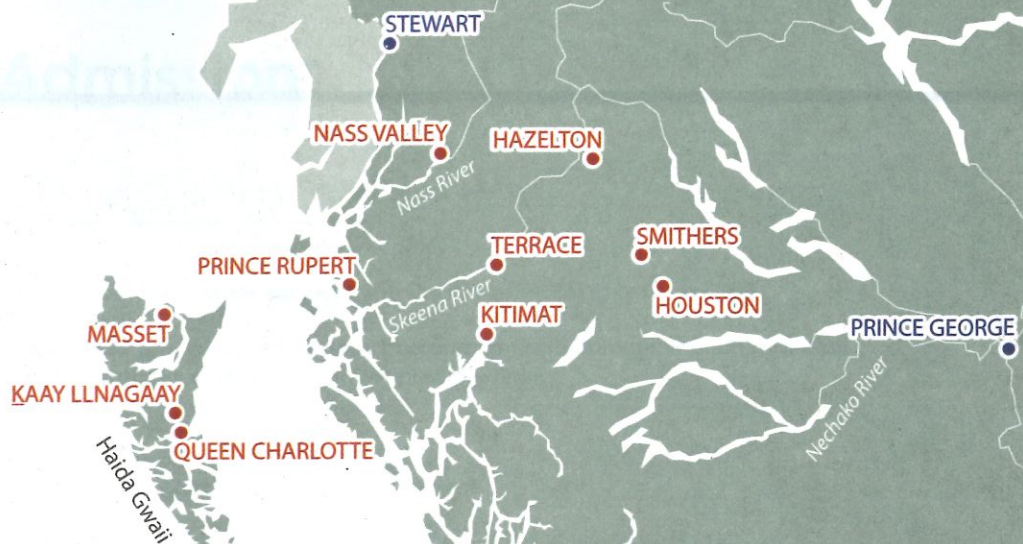
5331 McConnell Avenue
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Fax: (250) 638.5432

Contact Us

Call toll-free:
1.877.277.2288

E-mail:
info@nwcc.bc.ca

Web site:
www.nwcc.bc.ca



Take a closer look.