

Programs & Courses Guide

2009/2010



nwcc.bc.ca



Take a closer look.

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 enquiry
- Transcript requests
- Transcript/Grad enquiry

Northwest Connect is accessed via the HomePage. For assistance, please contact your local campus.

Contact Us

Northwest Community College
 nwcc.bc.ca
 e-mail: info@nwcc.bc.ca
 Toll free: 1.877.277.2288
 See Campus Locations on back cover.

Coming Soon to NWCC

Check the Web site for updates on these exciting new programs currently being developed at NWCC.

New Health programs -

- **Aboriginal Mental Health and Addictions Certificate and Diploma**
- **Aboriginal Wellness and Fitness Certificate and Diploma**
- **Diabetes Worker Certificate**
- **Home Support / Resident Care Attendant Access to Practical Nursing**
- **Mental Health Worker Certificate**

Computer Technology Diploma

Early Childhood Education - First Nations Post Basic Certificate

Guardian Watchman Training - Certificate & Diploma specializations

Associate Degree in Arts - First Nations Studies

New Trades Training programs -

- **Heavy Equipment Operator**
- **Log Builder**
- **Road Builder / Heavy Construction**

Tourism and Hospitality Programs

University Credit Field Schools

- **Headwaters Field School**
- **Haida Gwaii Field School**

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.

EVERYTHING YOU NEED AT: **nwcc.bc.ca**

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 content, cost, 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.

Coming Soon to NWCCinside front cover

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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.

DISTANCE DELIVERY

Many NWCC courses and programs are available by alternate delivery formats, either over the internet with its virtual classrooms and discussions or networked via video or the telephone. Contact your local campus to find out what's available.

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

Admission Requirements

Program	Admission Requirements (BC High School Minimum)	Admission Requirements (Alternate Minimum)	Notes
Adult Special Education Workplace Skills Training	Open	Open	Students must have learning difficulties that prevent them from taking part in mainstream courses.
Applied Coastal Ecology	English 12, Principles of Math 11, Chemistry 11 and Biology 11	English 050, Biology 040, Chemistry 040 or 0401/0402 and Math 0401/0402	Prerequisites are on a course-by-course basis.
Automotive Service Technician	English 10 and Math 10 Essentials, Principles or Applications, or successful completion of a CAT III Test. Grade 12 recommended.	English 030 and Math 0301/0302 or GED	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 or Math 041	Many employers require Grade 12 completion.
Business Technology – Online	English 10 & Math 10 Essentials	English 030 & Math 0301/0302 or GED or satisfactory 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 old, out of public school for at least one year and written recommendation from a high school principal.	An assessment in Math and English is required.
Carpentry	English 10 and Math 10 Essentials, Principles or Applications, or successful completion of a CAT III Test. Grade 12 recommended.	English 030 and Math 0301/0302 or GED	Many employers require Grade 12 completion.
Computer Technology	English 10, Math 10 and Information Technology 11 or Business Computer Applications 11	English 030 or 032, Math 0301/0302 or 032 or 033 and CPST 040 or BCPT 150 or CPSC 111.	Grade 12 recommended.
Culinary Arts	English 10 & Math 10	English 030 and Math 0301 or Math 091 or satisfactory 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 & Math 10 Principles. Grade 12 recommended.	English 030 or 032 & Math 0302 or 032 or satisfactory CAT III Assessment.	Many employers require Grade 12 completion.
English as a Second Language	Open	Assessment test or interview.	No TOEFL or IELTS score is required to enrol.
Essential Skills for Work – Fundamental		An assessment is required. Placement at English 020 level.	
Essential Skills for Work – Intermediate	English 020 & CPST 020	An assessment is required. Placement at English 030 level.	
First Nations Fine Arts	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 at least 16 years old. Open to beginner and advanced carvers. A current portfolio/samples of artwork and successful interview with Instructional Team. Diploma students must have permission of the Executive Director of HLAR, based on Portfolio/Skills.
First Nations Access to Practical Nursing	BC Grade 12 (or equivalent), Biology 12 (or equivalent) within the last 5 years, C+ or better; English 12 (or equivalent) B or better; and Principles of Math 10 (or equivalent).	Biology 050 or 0501/0502 or equivalent, C+ or better, English 045 or 050 or equivalent, B or better, Math 0301/0302 or equivalent, successful VCC English and VCC PN Math.	CPR Level C certification, OFA Level 1 or Standard First Aid and a Criminal Record Check. Required for Clinical Placements: current TB and Hep B immunizations and flu vaccination.
First Nations Home Support/Resident Care Attendant	English 10 (or equivalent)	English 030 or equivalent and successful placement on CAT III.	Occupational First Aid (OFA) Level 1, CPR 'C', a Criminal Record Check* and current TB and Hep B immunizations and flu vaccination.

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 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 nwcc.bc.ca for the most current information.

Admission Requirements

Program	Admission Requirements (BC High School Minimum)	Admission Requirements (Alternate Minimum)	Notes
Guardian Watchman	Math 10	Math 0301/0302 or 031, 032 or 033 or completion of program Personal Profile and permission of Program Coordinator.	Mature students are welcome.
Heavy Duty/ Commercial Transport Repair Mechanic	English 10 and Math 10 Essentials, Principles or Applications. Grade 12 recommended.	English 030 and Math 0301/0302 or GED or successful completion of an NWCC Trades 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 and Math 0301/0302 or GED and successful completion of the CAT III.	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 to students with highest 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.
Practical Nursing	BC Grade 12 (or equivalent), Biology 12 (or equivalent) within the last 5 years with C+ or better; English 12 (or equivalent) with B or better; and Principles of Math 10 or equivalent.	Biology 050 or 0501/0502 or equivalent, C+ or better, English 045 or 050 or equivalent, B or better, Math 0301/0302 or equivalent, successful CAT III (English) and NWCC PN Math.	CPR Level C certification, OFA Level One or Standard First Aid and a Criminal Record Check.* Required for Clinical Placements: current TB and Hep B immunizations and flu vaccination.
Residential Building Maintenance Worker	English 10 and Math 10 Essentials, Principles or Applications. Grade 12 recommended.	English 030 & Math 0301/0302 or GED, successful CAT III.	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 Assessment 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 successful completion of the CAT III English placement 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	Grade 12 graduation preferred; individual course prerequisites.	Mature students, 19 and over and students entering from Career and College Prep may be admitted without Grade 12 graduation.	Most science and math courses have specific course prerequisites that must be met by prospective students. Most first year Social Science and Humanities courses do not have specific prerequisites.
Welding	English 10 and Math 10 Essentials, Principles or Applications. Grade 12 recommended.	English 030 and Math 0301/0302 or GED, successful completion of a 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.

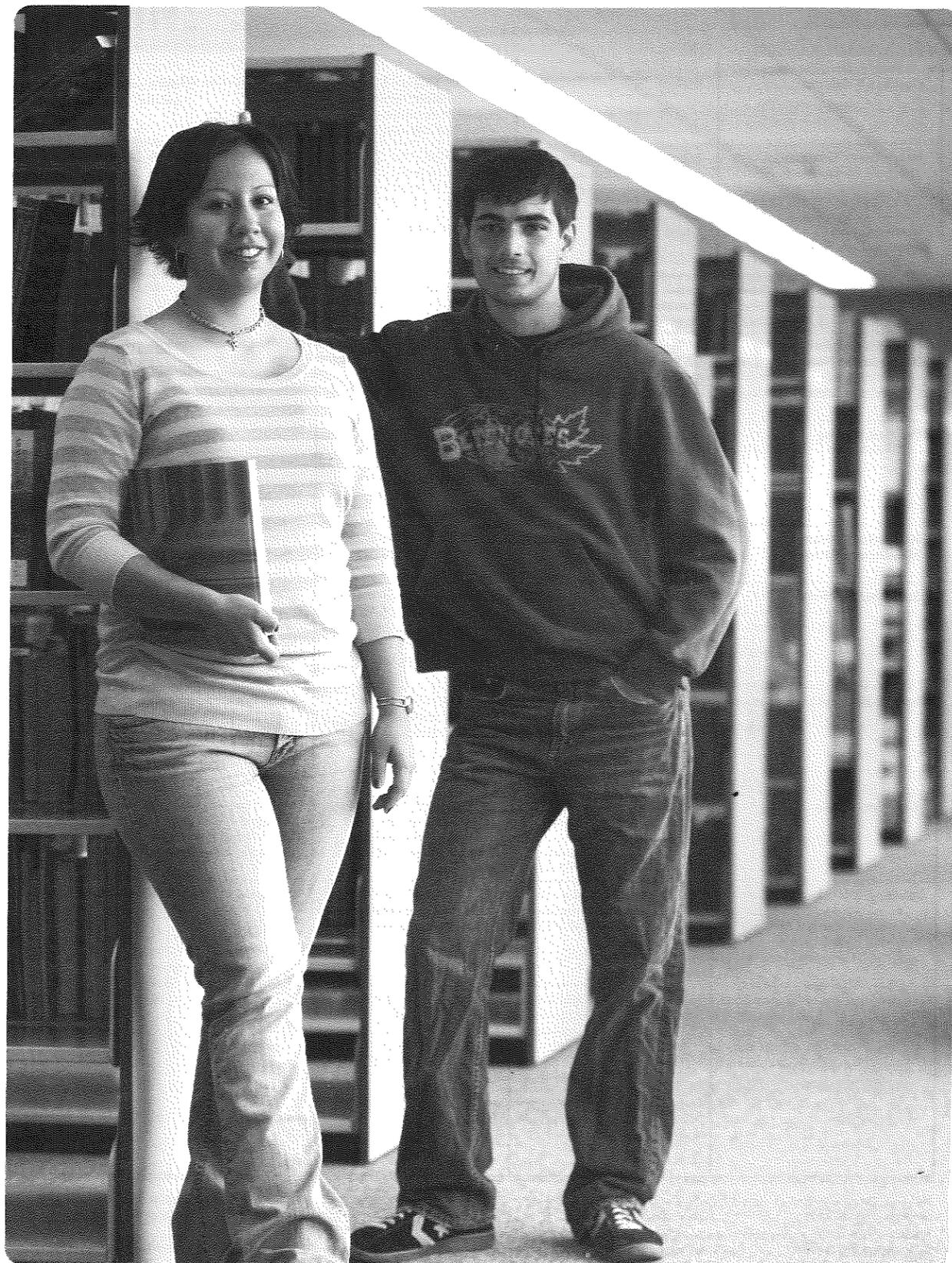
Note: Program admission requirements are subject to change. Check nwcc.bc.ca for the most current information.

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 nwcc.bc.ca for the most current information.





Adult Special Education — Workplace Skills Training (WST)

Prince Rupert & Terrace campuses

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 practise necessary employment skills.

Fall Semester 2009 (September - December)

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

Winter Semester 2010 (January - May)

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

*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, LIT 101-3, LIT 102-3, LIT 103-3 & ENGL 010-6. Students start at LIT 100-3, LIT 101-3, LIT 102-3 or LIT 103-3 depending on skill level.



Applied Coastal Ecology (ACE) Certificate and Diploma

Prince Rupert Campus

Applied Coastal Ecology (ACE) is an applied biological 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 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 situations. 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 be eligible for a block transfer allowing completion of the ACE Diploma in approximately eight months.

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 Web site for the most current program and course information.

Term 1

ACE 101-2 Applied Service Learning
 ACE 130-1 Shellfish ID & Enumeration
 ACE 132-1 ID of Groundfish & Other Non-salmonid Fishes of the Northwest Pacific Coast
 ACE 154-2 Surveying
 ACE 182-3 Stream Habitat Assessment & Restoration
 BIOL 101-3 Introductory Biology I - Cells, Diversity & Physiology
 ENGL 151-3 Technical Writing I
 Plus three credits from electives.

Term 2

ACE 141-2 Foreshore & Aquatic Population Monitoring
 ACE 142-2 Coastal Forest Measurements
 ACE 170-2 Introduction to Mariculture Species & Techniques
 BIOL 102-3 Introductory Biology II - Genetics, Evolution & Ecology
 CPSC 141-3 Integrated Software Tools
 ENGL 152-3 Advanced Technical Writing II
 Plus three credits from electives.

Term 3

ACE 134-3 Salmon ID, Life Cycles & Hatchery Rearing
 ACE 190-4 Temperate Rainforest Ecology
 Plus 15 credits from electives.

Term 4

ACE 121-1 Fisheries Management & Coastal Policy
 ACE 175-3 Wildlife Identification, Habitat and Population Management
 Plus a two-credit ACE course to be announced and 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, and online, teleconference and videoconference options

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 postsecondary 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.

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 Web site for more information.

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.

ASSOCIATE DEGREE IN SCIENCE — 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. 27-29 for more details. Visit the 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 and Terrace campuses and video conference options

The Business Administration program provides a wide range of educational opportunities and prepares students to pursue careers in 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 or General Management.

BUSINESS ADMINISTRATION CERTIFICATE

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

10 courses, two 4-month semesters

- ACCT 150-3 Financial Accounting I
- BCPT 150-3 Business Computers
- BENG 150-3 Business Communications
- BLAW 152-3 Business Law
- ECON 150-3 Microeconomics
- ECON 151-3 Macroeconomics
- MARK 150-3 Introduction to Marketing
- MATH 150-3 Mathematics of Finance
- MGMT 150-3 Introduction to Management

Plus one Business Administration elective.

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

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 and International Business.

BUSINESS ADMINISTRATION DIPLOMA — SECOND YEAR CONCENTRATIONS

Accounting Concentration

Completion of Business Administration Certificate and the following:

- ACCT 250-3 Intermediate Financial Accounting I
- ACCT 251-3 Intermediate Financial Accounting II
- ACCT 252-3 Management Accounting I
- ACCT 253-3 Management Accounting II

- BFIN 250-3 Business Finance I
- BFIN 251-3 Business Finance II
- BPOL 250-3 Business Policy or
- BSIM 250-3 Business Management Simulation
- MATH 251-3 Statistics
- MGMT 251-3 Organizational Behaviour

Plus one elective from the following:

- ACCT 254-3 Auditing
- BCPT 250-3 Accounting Information Systems
- ECOM 250-3 Electronic Commerce
- INTB 200-3 International Business
- MGMT 201-3 Entrepreneurship
- MGMT 255-3 Human Resource Management
- TAXN 250-3 Income Tax

General Management Concentration

Completion of Business Administration Certificate and the following:

- ACCT 252-3 Management Accounting I
- BFIN 250-3 Business Finance I
- BPOL 250-3 Business Policy or
- BSIM 250-3 Business Management Simulation
- MGMT 251-3 Organizational Behaviour

Plus six additional Business Administration electives (See comprehensive list of electives on the Web site)

International Business Concentration

Completion of Business Administration Certificate and the following:

- ACCT 252-3 Management Accounting I
- BFIN 250-3 Business Finance I
- BPOL 250-3 Business Policy or
- BSIM 250-3 Business Management Simulation
- INTB 200-3 International Business
- INTB 201-3 International Marketing
- INTB 202-3 International Management
- INTB 203-3 International Human Resource Management
- MGMT 251-3 Organizational Behaviour

Plus two additional Business Administration electives

(See comprehensive list of electives on the Web site)

Additional courses may be offered throughout the year. See Web site 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)

Available online throughout the College 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.

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.

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.

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 & Management
- BTEC 191-1.5 Business Calculators and Mathematics
- BTEC 236-1.5 Processing II (optional)
- BTEC 286-1 Keyboarding II (optional)

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 books and supplies)

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.

Students 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 five courses to get your Grade 12 Diploma. Students can also improve their knowledge in preparation for the GED Grade 12 equivalency exam.

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

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

CPST 020-4	Fundamental Computer Studies
EDCP 020-4	Fundamental Education & Career Planning
ENGL 010-6	Fundamental English
ENGL 020-6	Fundamental English
MATH 0201-3/0202-3	Fundamental Math
SCIE 020-6	Fundamental Science
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 & 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 (plus online delivery method)
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 three additional courses at the Provincial Level or higher, or Advanced Social Services and two Provincial Level or higher courses.

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

Computer Technology (CPTe)

Virtual classrooms, throughout the College region.

CPTe (offered through Northern Collaborative Information Technology program) using a cyber-structure model — a combination of videoconference and online delivery, is based on significant input from business and industry and uses popular CISCO, open source and Microsoft hardware and software.

Certificate graduates have detailed knowledge of several PC applications and operating systems and are able to install, configure, and troubleshoot software in both stand-alone and networked environments. Programming, scripted and markup languages learning is hands-on, using various applications including game development and social media.

Students will gain understanding of information technology (IT) as a business, examine its role in a business environment and develop the customer service attitudes and skills that are critical in today's IT world. Certificate graduates find employment as entry-level hardware technicians, network technicians, or junior programmers.

September 2009 to July 2010

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 118-3	Foundations of Web Development
NCIT 120-3	Foundations of Systems Development
NCIT 122-3	Foundation Project

NEW! DIPLOMA PROGRAM

The Diploma program is for students who have completed the Computer Technology Certificate and want the knowledge and skills needed to understand the theoretical and applied uses of information technology in various business applications. Diploma graduates enter the IT workforce as computer system support analysts (technical or applications), network administrators or software developers.

Graduates are able to enter selected universities at third-year level to pursue Bachelor's Degrees in Computer Science or Information Technology.

The Computer Technology Diploma has a choice of three concentrations. The **Program/Database Management** concentration presents the skills and experience needed to control data, design solutions for data storage and transfer database information. Students will write software, using a variety of programming languages and programming environments. **Web and Multimedia Development** focuses on a variety of Web tools and technologies including multimedia, graphics, scripting, authoring tools, imaging tools for use in e-commerce and networking applications.

Technical Management focuses on installation and maintenance of computer hardware and networks, and programming changes to existing software.

Diploma - required courses

NCIT 200-3	Communications and Professionalism
NCIT 202-3	Finite Mathematics
NCIT 260-3	Project Management in Information Technology
NCIT 262-3	Capstone Project in Information Technology

Programming/Database Management Diploma courses

NCIT 210-3	Object Oriented Programming I
NCIT 212-3	Object Oriented Programming II
NCIT 214-3	Database Design
NCIT 216-3	Database Management Systems

Plus two additional Computer Technology Diploma electives

Web & Multimedia Development

NCIT 220-3	Principles of Design for Web Development
NCIT 222-3	Interactive Web Design & Development
NCIT 224-3	Standards Based Web Design & Development I
NCIT 226-3	Standards Based Web Design & Development II

Plus two additional Computer Technology Diploma electives

Technical Management

NCIT 230-3	Systems & Application Scripting
NCIT 232-3	Network Security
NCIT 234-3	Server Management
NCIT 236-3	Server Infrastructure

Plus two additional Computer Technology Diploma electives



Culinary Arts (CLAR)

Terrace Campus

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 for students to 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 modelled and practised to ensure students are able to adapt to the expectations and demands of today's hospitality industry.

With an emphasis on Health and Safety practices, the practical aspects and fundamental skills of professional cooking are taught. This includes 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 composed of three levels:*

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

*To meet the changing demands of industry, CLAR programs periodically make adjustments to their curriculum. Please refer to the Web site for the most current program information.



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. Focusing on improvement of culinary skills, the Diploma introduces the management, supervisory, 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 for the workplace.

- CLAR 200-1.5 Food and Beverage Cost Control
- CLAR 201-3 International Cuisine
- CLAR 202-3 Cold Buffet/Culinary Design
- CLAR 203-1.5 Patisserie I
- CLAR 204-1.5 Food and Beverage Service I
- CLAR 205-1.5 Culinary Leadership
- CLAR 206-2 Culinary Management
- CLAR 208-3 Contemporary Cuisine
- CLAR 209-3 First Nations Cuisine
- CLAR 210-1.5 Patisserie II
- CLAR 211-1.5 Food and Beverage Service II
- CLAR 212-3 Work Practicum
- CLAR 214-5 Journeyman Exam Preparation
- CLAR 216-2 Interpersonal Communications
- CPST 401-3 Computer Studies for Culinary Arts
- ENGL 451-4 English for Culinary Arts

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 chef and obtain the Interprovincial Standard Endorsement (Red Seal). Visit www.red-seal.ca for more information.

Early Childhood Education (ECE)

Terrace Campus and other communities via distance delivery

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. NWCC offers three levels of Early Childhood Education.

EARLY CHILDHOOD EDUCATION - BASIC LEVEL CERTIFICATE PROGRAM

The Basic program is the first level of education for aspiring childcare workers in BC. Students are prepared to work with children between the ages of 32 months and six years. Basic Level Certificate graduates find work in group daycare, preschool, Head Start, nursery school and family day care.

September 2009 Orientation

- ECE 120-1 Introduction to Early Childhood Education

Fall Semester 2009 (September - December)

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

Winter Semester 2010 (January - April)

- ECE 124-3 Interpersonal Communication
- ECE 126-3 Practicum II
- ECE 142-3 Environments II
- ECE 163-3 Curriculum II
- ECE 166-3 Child Development II
- ECE 167-3 Guiding Young Children

Spring/Summer 2010 (May - August)

- ECE 127-3 Practicum III
- ECE 164-3 Curriculum III
- ECE 168-3 Professional Development I
- ECE 169-3 Working with Families 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 courses 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

See Web site for Post Basic and Diploma schedules and updates.

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.

COMING SOON!

NWCC is currently developing a new program option

- **First Nations Post Basic Certificate**
- See the Web site for updates.



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 practise 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 other NWCC programs/courses. 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)

Various communities throughout the College region.
See Web site for current locations.

Tuition free! (Fees apply, plus books and supplies)

The Essential Skills for Work Certificate program is a unique community-based program with a strong cultural component that integrates employment exploration and preparation skills with personal self-investigation and development. 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 practise 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 through a community-based project and TOWES activities.

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.

ESSENTIAL SKILLS FOR WORK FUNDAMENTAL CERTIFICATE

CPRJ 020-6	Community Project I
CPST 020-4	Fundamental Computer Studies
CREX 070-1	Career Explorations
EDCP 020-4	Fundamental Education & Career Planning
EMOP 070-1	Employment Options
INAS 070-1	Individual Assessment
TOAC 020-6	TOWES Activities I
WEXP 070-3	Work Experience

ESSENTIAL SKILLS FOR WORK INTERMEDIATE CERTIFICATE

CPRJ 030-6	Community Project
CPST 030-4	Intermediate Computer Studies
CREX 070-1	Career Explorations
EDCP 030-4	Intermediate Education & Career Planning
EMOP 070-1	Employment Options
INAS 070-1	Individual Assessment
TOAC 020-6	TOWES Activities
WEXP 070-3	Work Experience



First Nations Access to Practical Nursing

Various communities throughout the College region. See Web site for current locations.

The First Nations Access to Practical Nursing program helps prepare graduates to give professional care to individuals and families in a variety of settings. The eight-month Certificate program provides the opportunity to view health and health care from a First Nations lens.

Graduates may be eligible to apply to write CPNRE exams for licensure as a Licensed Practical Nurse. LPNs are hired in the community, and continuing care and acute care hospital settings.

In order to meet requirements for practicum and clinical placement, students may have to travel to areas outside Terrace but within the region.

LPAT 100-1	Learning Pathways
PNAC 100-.5	Professional Growth A
PNAC 102-.5	Health A
PNAC 104-1.5	Healing A
PNAC 106-1	Pharmacology A
PNAC 108-2	Anatomy & Physiology
PNAC 110-.5	Human Relationships A
PNAC 112-4	Nursing Arts/Clinical A
PNAC 114-1	Health III
PNAC 116-2	Healing III
PNAC 118-.5	Professional Growth II
PNAC 125-4	Practicum A
PNAC 126-5	Nursing Arts/Clinical III
PNAC 127-5	Clinical Placement III
PNAC 128-5	Preceptorship
PNAC 130-1	First Nations Seminars

First Nations Home Support / Resident Care Attendant

Various communities throughout the College region. See Web site for current locations.

The First Nations Home Support / Resident Care Attendant (FN HSRCA) program merges First Nations Health studies and Advanced English with the Home Support/Resident Care Attendant curriculum to prepare individuals to function as valuable members 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 eight-month, full-time, dual Certificate program combines class lectures with hands-on practicum sessions allowing students to begin learning and practising personal care skills. What is taught and practised in class mirrors what will be done on the job. This ensures students can transfer skills they have learned directly into the work setting.

Graduates will be employable as Home Support Workers in clients' homes, or as Continuing Care Assistants functioning as members of a team in facilities providing personal care, intermediate care, extended care and in group homes.

ENGL 043-6	Advanced English (Health Access)
FNHS 143-2	First Nations Health Studies I
FNHS 144-2	First Nations Health Studies II
HSRC 132-1	Work Role: Introduction to Home Support & Resident Care Attendant Practice
HSRC 133-1	Health: Lifestyles & Choices
HSRC 134-1	Human Relations: Interpersonal Communications
HSRC 135-3	Health & Healing: Concepts for Practice
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
HRSC 141-2	Personal Care Skills Lab Part I
HRSC 142-2	Personal Care Skills Lab Part II
LPAT 100-1	Learning Pathways

FURTHER EDUCATIONAL OPPORTUNITIES

Program graduates can now attain a Practical Nursing Certificate at NWCC, designed to prepare its graduates 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 be eligible to write the Canadian Practical Nurse Registration Exam, required for registration in BC. Talk to an Educational Advisor.

Guardian Watchman Training

Offered throughout the Northwest and Central coast region.

Guardian Watchman Training is a locally developed, regionally appropriate and accessible program. It builds and strengthens local peoples' capacity as environmental stewards – the “on-the-ground-eyes-and-ears” – of resource activity on the Central and North Coast.

The program addresses a need articulated by First Nations communities and shared by many people in rural areas of western Canada: the need to build capacity of community-based resource practitioners to ensure sustainable natural and cultural resource management practices are being implemented and adhered to on local lands and waters.

Guardian Watchman Training consists of a one-year, 24-credit Certificate, offered in a four-module format. The first module is a suite of safety certifications, followed by three eight-credit modules of field-based courses pertaining to natural and cultural resources and activities that might impact their sustainability. Certificate-level courses include core courses addressing natural resource management, cultural knowledge, safety and communications, and effective monitoring skills.

MODULE 1 - Safety

*CEFAID 705	Marine Advanced First Aid
CEFAID 706	OFA Level I
CEFAID 707	Transportation Endorsement
CEFAID 722	Bear Awareness
CENAUT 701	Boating Safety & Seamanship
*CENAUT 709	Marine Emergency Duties A3
CENAUT 713	Restricted Radio Operator
CENAUT 745	Wilderness Safety & Survival
*Or Swiftwater Rescue in lieu of CEFAID 705 and CENAUT 709	

MODULE 2 - Natural Resources & Ecology

SENV 100-3	Guardian Watchman Stewardship Orientation
SENV 101-3	Forest Ecology
SENV 102-2	Maps, Charts, GPS

MODULE 3 - Cultural Knowledge & Interpretation

SENV 103-3	Traditional Ecological Knowledge
SENV 104-3	BC Cultural Stewardship
SENV 105-2	Ethnobotany

MODULE 4 - Monitoring & Compliance

SENV 106-3	Guardian Monitoring & Compliance
SENV 107-3	Guardian Watchman Technical Skills
SENV 108-2	Guardian Office Skills

COMING SOON!

NWCC is currently developing new program options

• Guardian Watchman Training - Certificate & Diploma program

Diploma level courses are specialized and focus on knowledge and skills specific to monitoring activities in forestry, fisheries, and/or parks and tourism. Diploma level pathways include Ecosystem-Based Management, Fisheries & Aquaculture, and Sustainable Tourism and build on the core courses of Guardian Watchman.

Check the Web site for updates.



Home Support / Resident Care Attendant (HSRCA)

Kitimat Campus - Fall 2009
Terrace Campus - Winter 2010

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 practising personal care skills. What is taught and practised in class mirrors what will be done on the job. This ensures students can transfer skills they have learned directly into a work setting.

- HSRC 132-1 Work Role: Introduction to Home Support & Resident Care Attendant Practice
- HSRC 133-1 Health: Lifestyles & Choices
- HSRC 134-1 Human Relations: Interpersonal Communications
- HSRC 135-3 Health & Healing: Concepts for practice
- 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
- HRSC 141-2 Personal Care Skills Lab Part I
- HRSC 142-2 Personal Care Skills Lab Part II
- LPAT 100-1 Learning Pathways

► FURTHER EDUCATIONAL OPPORTUNITIES

HSRCA graduates can now attain a Practical Nursing Certificate at NWCC, designed to prepare its graduates 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 be eligible to write the Canadian Practical Nurse Registration Exam, required for registration in BC. Talk to an Educational Advisor.

NEW!

Northwest Community College now offers a **First Nations Home Support/Resident Care Attendant** program. See Page 16 for details.



NORTHERN COLLABORATIVE BACCALAUREATE NURSING PROGRAM (NCBNP)

Bachelor Of Science In Nursing

Terrace Campus

Begins in September each year. Work experience practicum portions include placements throughout the Northwest region.

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. The program is offered collaboratively with 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.

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 one elective**

Winter Semester (January - April)*

- BIOL 132-3 Human Anatomy & Physiology II
- BIOL 133-3 Applied Microbiology
- NURS 102-3 Communication Theory
- Plus two 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 one 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 one 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.

*Schedule subject to change

**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 practising 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)

Terrace Campus - Winter 2010

The 12-month PN Certificate program is designed to help prepare graduates to give professional care to individuals and families in a variety of settings. Graduates will be eligible to apply to write CPNRE exams for licensure as a Licensed Practical Nurse. LPNs are hired in the community, continuing care and acute care hospital settings.

In order to meet requirements for practicum and placement, students may have to travel to areas outside Terrace but within the region.

Semester One

LPAT 100-1	Learning Pathways
PNUR 101-2	Health I
PNUR 102-1	Professional Growth
PNUR 103-2	Anatomy & Physiology
PNUR 105-1	Human Relationships I
PNUR 106-4	Nursing Arts I
PNUR 108-1	Healing I
PNUR 109-0.5	Basic Pharmacology
PNUR 110-3	Clinical Placement I

Semester Two

PNUR 204-2	Healing II
PNUR 205-1	Human Relationships II
PNUR 206-3.5	Nursing Arts/Clinical II
PNUR 207-6	Clinical Placement II
PNUR 208-1	Health II
PNUR 209-2	Pharmacology II

Semester Three

PNUR 301-1	Health III
PNUR 302-0.5	Professional Issues
PNUR 304-2	Healing III
PNUR 306-5	Nursing Arts/Clinical III
PNUR 307-5	Clinical Placement III
PNUR 308-5.5	Preceptorship

COMING SOON!

NWCC is currently developing a new program option

- Home Support/Resident Care Access to Practical Nursing

Check the Web site for updates.

NEW!

Northwest Community College now offers a **First Nations Access to Practical Nursing** program. See Page 16 for details.

Social Service Worker (SSW)

Smithers and Terrace campuses

The Social Service Worker Certificate (SSW) and Diploma programs are designed for students who wish to obtain training and skills in social services. The program integrates University Credit courses with social service career courses.

The SSW programs combine classroom theory with the practical skills necessary for helping and supporting people with different social needs. Practicum opportunities (available in Northwest communities) allow students to practise what they learn in workplace settings.

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 2009 (September - December)

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

Winter Semester 2010 (January - April)

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

Spring/Summer Semester 2010 (April - June)

SSW 197-3	Social Service Worker Practicum I
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SOCIAL SERVICE WORKER DIPLOMA

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

Fall Semester 2009 (September - December)

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

Winter Semester 2010 (January - April)

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

Spring/Summer Semester 2010 (April - June)

SSW 298-3	Social Service Worker Practicum II
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FURTHER EDUCATIONAL OPPORTUNITIES

Turn your Diploma into a Degree

Diploma graduates have accumulated most of the University Credit courses needed for the Associate Degree in Arts at NWCC. Social Service Worker Diploma transfers 60 credits toward a Bachelor of Social Work at UNBC or as 60 credits toward a Bachelor of General Studies Degree at Athabasca University. Students who plan to transfer credit to another post-secondary institution should first consult with that institution to determine its admission requirements and appropriate University Credit electives.

Special Education Assistant (SEA)

Various communities throughout the College region. See Web site for current locations.

The Special Education Assistant (SEA) Certificate is a part-time program that builds the knowledge and skills needed to work at the para-professional level as part of an educational team, supporting the integration and education of students with special needs into a regular school classroom.

SEAs work under the supervision of classroom or resource teachers to support students with special needs in elementary and secondary education settings.

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

Nine courses and two practicums are offered consecutively over 16 months in the evenings and on weekends to accommodate working students. The two practicums (90 hours each), however, must be completed during regular school district hours.

Winter Semester (January-April)

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

Summer Semester (May-July)

SEA 117-3	Introduction to Disabilities & Inclusion
SEA 155-3	Teaching and Learning I
SEA 156-3	Teaching and Learning II

Fall Semester (September-December)

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

Winter Semester (January-April)

SEA 107-3	Understanding Curriculum in the Inclusive Classroom
SEA 114-3	Augmentative Communication
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 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 through NWCC's Continuing Education and Industry Training Department.

Automotive Service Technician Foundation Training

Terrace Campus

The Automotive Service 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 apprentices, lube technicians, tire repair technicians, parts persons, brake and muffler installers, or other foundation positions in the automotive sales and service industry.

Carpenter Foundation Training

Prince Rupert, Queen Charlotte and Terrace campuses

Carpenter 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 practised on practical projects, such as 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

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

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 first-year Heavy Duty and Commercial Transport Apprenticeship Certificate, the program provides a complement of additional valuable skills. Graduates find employment as apprentices and helpers in mobile equipment dealerships and industry of any kind.



THE NWCC ADVANTAGE

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

Millwright (Industrial Mechanic) Foundation Training

Terrace Campus

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 troubleshoot mechanical systems, perform preventative and operational maintenance, and repair or replace parts.

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 through the NWCC Continuing Education & Industry Training Department.

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



**Carpentry -
Apprenticeship Level 1 - 4**

Various locations throughout the College region

A carpenter assembles and erects forms for concrete, wood and metal construction framing, and installs interior and exterior finishing materials.

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

**Electrical -
Apprenticeship Level 1 - 4**

Prince Rupert Campus

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 must 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

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

Residential building maintenance workers repair and maintain residential buildings (single family, multi-unit, and highrise 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 comprises three levels of in-school and work-based training. Each in-school training requirement is eight weeks in length.

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

Prince Rupert and Terrace campuses

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.

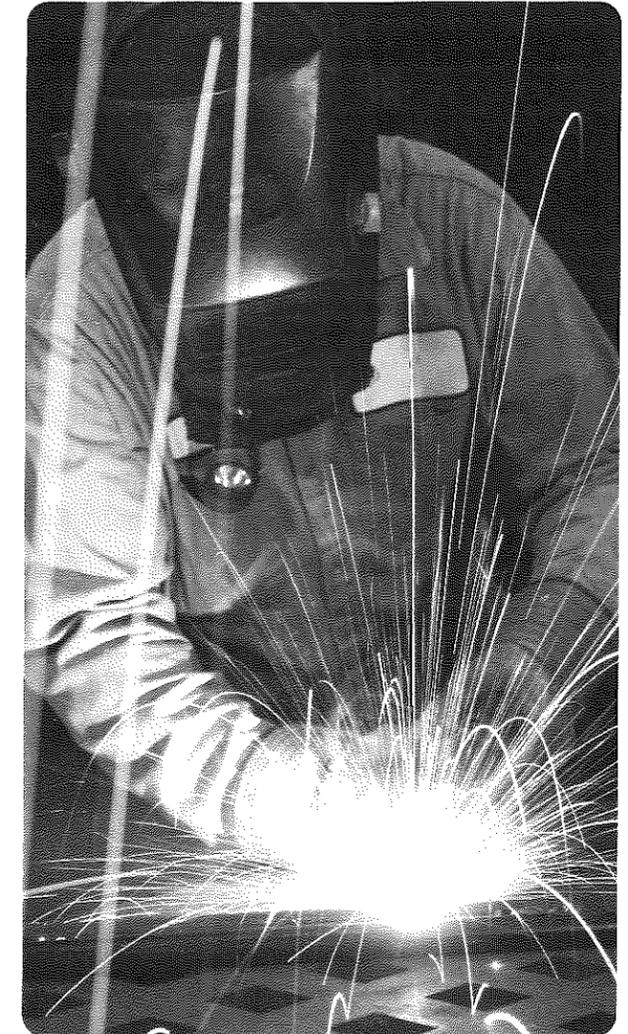
Level C welders are restricted to structural and non-pressure applications. Level B welders are eligible to obtain pressure-welding certification. Certified A Level welders are able to work throughout the welding industry.

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 three-year, four-level program including 4,680 workplace and 720 school training hours. After successful program completion, 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 any time to re-enter the workforce. Level C is an entry-level course that requires approximately seven months to complete; Level B, four months; and Level A, three 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 nine months of documented welding experience.



THE NWCC ADVANTAGE

APPLIED LEARNING

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

The Red Seal Certification obtained in BC is recognized throughout Canada.



THE NWCC ADVANTAGE

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.

COMING SOON!

NWCC is currently developing exciting new Trades program options

- Heavy Equipment Operator
- Log Builder
- Road Builder / Heavy Construction

Check the Web site for updates.



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

Prince Rupert, Smithers, and Terrace campuses, and online, videoconference and teleconference options.

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 is 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.

UNIVERSITY CREDIT COURSES

NWCC offers a wide variety of first and second year UC courses in 19 different disciplines. Many UC courses have an applied focus and incorporate both indigenous and traditional methods of learning.

UC courses transfer to other universities and colleges within BC. Please see www.bctransferguide.ca for specific course transfers. For specific course offerings and timetables, please refer to the Web site.

ARTS & HUMANITIES

- Art
- Art History
- English
- Film
- First Nations Studies
- French
- History
- Journalism
- Philosophy
- Women's Studies

SCIENCES

- Biology
- Chemistry
- Computer Science
- Geography (Physical)
- Geology
- Math
- Oceanography
- Physics

SOCIAL SCIENCES

- Anthropology
- Archeology
- Asian Studies
- Criminology
- Economics
- Education
- Geography (Human)
- Political Science
- Psychology
- Sociology

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.

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 DEGREE IN ARTS (CRIMINOLOGY SPECIALIZATION)

Designed to facilitate maximum transferability to an undergraduate degree in Criminology, this specialized Associate Degree program allows students to focus on the area of criminal justice. Students approach the problems of crime from the perspectives of law, psychology, sociology, cultural studies, social services, political science, and history. Each view contributes to a greater understanding of crime in our society.

CRIM 101-3	Introduction to Criminology
CRIM 103-3	Psychology of Crime & Deviance
CRIM 131-3	Introduction to the Criminal Justice System
CRIM 135-3	Introduction to Canadian Law
CRIM 230-3	Criminal Law in Canada
ENGL 101-3	Introduction to Composition
ENGL 102-3	Introduction to Literature
MATH 131-3	Introduction to Statistics
PHIL 102-3	Moral Philosophy
POLI 101-3	Introduction to Political Science
PSYC 101-3	Introduction to Psychology I
PSYC 102-3	Introduction to Psychology II
SOCI 101-3	Introduction to Sociology I
SOCI 102-3	Introduction to Sociology II
SOCI 250-3	Sociology of Deviance
SOCI 251-3	Crime & Society

Plus a second-year criminology elective; a second-year criminology elective or PSYC 232; a lab science course; a science course; and a second-year humanities course (other than English).

FURTHER EDUCATIONAL OPPORTUNITIES

To complete a BA, Criminology degree, 3rd and 4th year courses can be taken online. This convenient way to get a BA means substantial savings in living and travel expenses.

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 Web site for more information.

ASSOCIATE DEGREE IN ARTS (SUSTAINABLE COMMUNITIES SPECIALIZATION)

This specialization program allows students to 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 full Degree program or to conclude after two years at NWCC.

ANTH 112-3	First Nations of British Columbia
ENGL 101-3	Introduction to Composition
ENGL 102-3	Introduction to Literature or
ENGL 151-3	Technical Writing I
GEOG 110-3	People & the Environment
GEOG 112-3	Environments & Planning
GEOG 150-3	Physical Geography I: Biogeography, Meteorology & Climatology
GEOG 160-3	Physical Geography II: Geology, Geomorphology & Soils
GEOG 204-3	Spatial Analysis & Geographic Information Systems (GIS)
GEOG 210-3	Environments & Society
GEOG 221-3	Social Geography (Space & Society)
GEOG 222-3	Economic Geography
HIST 209-3	History of Native People of Canada or
HIST 210-3	History of Western Canada or
HIST 213-3	History of British Columbia
MATH 131-3	Introduction to Statistics or
MATH 251-3	Statistics
POLI 102-3	Canadian Politics & Government
SOCI 101-3	Introduction to Sociology I
SOCI 102-3	Introduction to Sociology II
SOCI 261-3	Sociology of Community
SOCI 270-3	Rural Sociology
SOCI 282-3	Environmental Sociology
WMST 101-3	Women in Canada



THE NWCC ADVANTAGE

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

ASSOCIATE DEGREE IN SCIENCE (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.

BIOL 101-3	Introductory to Biology I: Cells, Diversity & Physiology
BIOL 102-3	Introductory to Biology II: Genetics, Evolution & Ecology
BIOL 211-3	Principles of Ecology or
GEOG 202-3	Geography of Ecosystems
CPSC 111-3	An Introduction to Computers or
CHEM 230-3	Organic Chemistry I or
MATH 235-3	Linear Algebra
ECON 111-3	Principles of Microeconomics or
ECON 112-3	Principles of Macroeconomics or
ECON 150-3	Microeconomics or
ECON 151-3	Macroeconomics
ENGL 101-3	Introduction to Composition
ENGL 102-3	Introduction to Literature or
ENGL 151-3	Technical Writing I
GEOG 112-3	Environments & Planning
GEOG 150-3	Physical Geography I: Biogeography, Meteorology & Climatology or
GEOG 110-3	People & the Environment
GEOG 160-3	Physical Geography II: Geology, Geomorphology & Soils or
GEOG 157-3	Introduction to Northwest Geology
GEOG 201-3	Environmental Climatology
GEOG 203-3	Geomorphology
GEOG 204-3	Spatial Analysis & Geographic Information Systems (GIS)
GEOG 207-3	Hydrology/Soils
MATH 101-3	Calculus I: Differential Calculus
MATH 131-3	Introduction to Statistics or
MATH 251-3	Statistics

Plus any three-credit arts course; any 2nd year biology course; and any two of:

CHEM 101-3	Introductory Chemistry I
CHEM 102-3	Introductory Chemistry II
MATH 102-3	Calculus II: Integral Calculus
PHYS 101-3	Introduction to Physics I
PHYS 102-3	Introduction to Physics II

Visit the 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.



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.

NEW! Archaeological Field School

Prince Rupert Campus
May 25 – July 17, 2009

The Archaeological Field School provides an intensive summer program in field archaeology. Students will participate in a major archaeological research project located within the city limits of Prince Rupert, while earning six transferable university credits over a period of eight weeks.

ANTH 245-6 Archaeological Field Studies

The course will include a series of lectures, seminars and workshops, as well as visits to a range of archaeological sites in the area. However, the emphasis will be on learning through the invaluable experience of working side-by-side with professional field archaeologists. Students will have an opportunity to learn the basic techniques of archaeological site mapping, excavation and recording of data in the field, as well as the initial data processing that goes on in a lab setting.

Prerequisite: ANTH 240-3 Introduction to Archaeology

(Offered at Prince Rupert Campus, May 4-22, 2009 in an intensive three-week format)



THE NWCC ADVANTAGE

Experienced, qualified instructors who care about your success.

COMING SOON!

NWCC is currently developing exciting new Field School options

- **Headwaters Field School (eco-based management)**
- **Haida Gwaii Field School (ethnobotany and forestry focus)**

Check the Web site for updates.

Interdisciplinary Cultural Studies Field School

Smithers Campus.
See Web site for dates

The Interdisciplinary Cultural Studies Field School offers students an interdisciplinary approach to learning about northern BC First Nations cultures while earning 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 material 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 three days in Hagwilget Canyon, near New Hazelton, BC and two days in Kitselas Canyon, near Terrace, BC.

Kitlope Field School

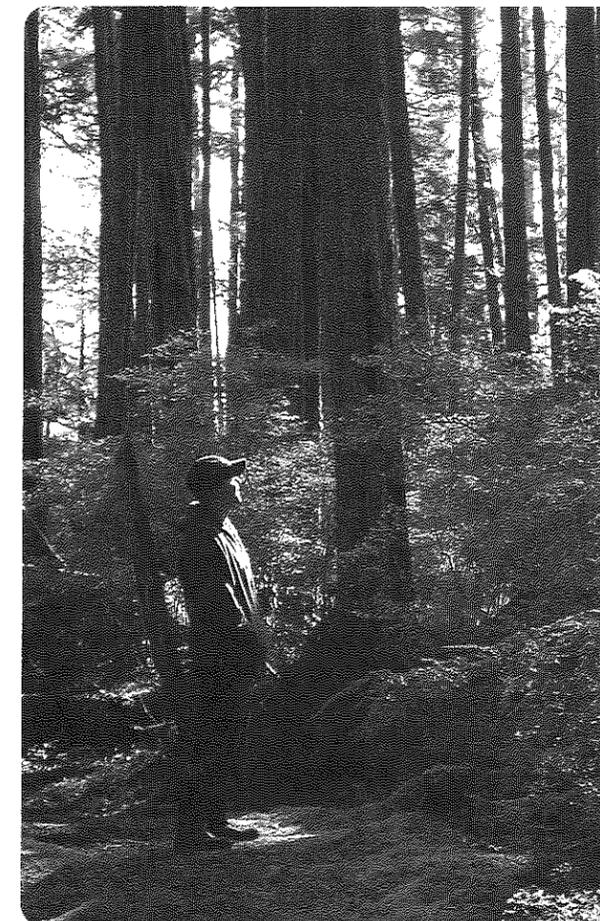
Terrace Campus.
See Web site for dates

Unique learning in the Kitlope Heritage Conservancy allows students 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.



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 p. 26-29.



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 late 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 Freda Diesing 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 what is required to become a First Nations artist and an understanding of the responsibility to continue to share this valuable knowledge with others.

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



© Photo courtesy of Vickie Jensen

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, Tony Hunt and Dempsey Bob. "Freda was one of the great teachers and artists key to the revival of Northwest Coast art. She came along at a critical time," says Bob. "Now, you'll find that over half the working artists were taught and influenced by her."

In the 1980's, Diesing's work was part of the ground breaking exhibit "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.

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

Program Overview

TRADITIONAL LEARNING

Students of First Nations descent are given the opportunity to learn the art of traditional woodcarving. Stan Bevan and Ken McNeil, two distinguished artists, will serve as teachers and mentors to the students in the First Nations Fine Art (FNFA) program. Dempsey Bob lends 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

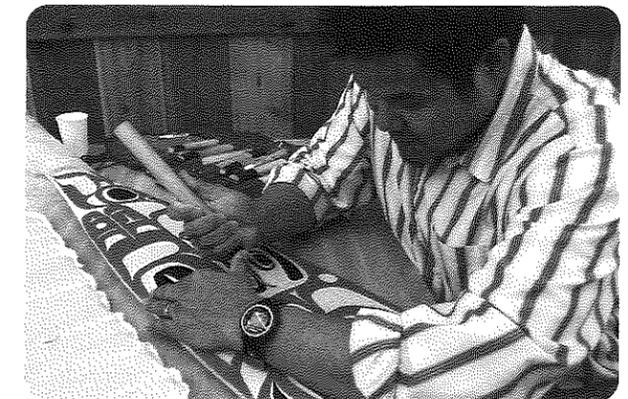
The First Nations Fine Art program seeks to honour and support the rich culture and tradition of First Nations art in the Northwest. Each class will produce a legacy art project. The legacy piece will remain at Northwest Community College campuses to enhance the learning environment and make our College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

PROGRAM OUTLINE

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

The FNFA program courses 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
ARTH 108-3	First Nations Art of the Pacific Northwest II
CPST 020-4	Computer Studies
FNFA 110-1	Shop Safety Basics
FNFA 112-3	Two Dimensional Design
FNFA 113-3	Two Dimensional Design
FNFA 114-3	Tool Making
FNFA 116-3	Fundamentals of Wood Carving & Design I - Plaque
FNFA 124-3	Fundamentals of Wood Carving & Design II
FNFA 126-1	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 & Gallery Studies
CPST 020-4	Computer Studies
FNFA 200-4	Intermediate Elements of Two Dimensional Design I
FNFA 213-3	Intermediate Elements of Two Dimensional Design II - Small Panel
FNFA 226-3	Intermediate Wood Carving & Design - Intermediate Crest Spoon
FNFA 228-3	Intermediate Wood Carving & Design - Intermediate Portrait Mask
FNFA 230-3	Intermediate Wood Carving & Design - Moon Mask
FNFA 232-3	Intermediate Wood Carving & Design - Crest Bowl
FNFA 234-4	Intermediate Wood Carving & Design - Crest Mask
FNFA 240-3	Legacy Project

► FURTHER EDUCATIONAL OPPORTUNITIES

Transfer to Emily Carr University of Art & Design

Students who complete the NWCC First Nations Fine Arts Diploma with a GPA of B or better will be automatically accepted into year three of the Bachelor of Fine Art (Visual or General Fine Art major) Degree program at Emily Carr University.



CONTINUING EDUCATION & INDUSTRY TRAINING

Serving the Community

Northwest Community College strives to meet the educational needs of all residents in the communities served by our College region. The Continuing Education & Industry Training (CEIT) department plays a critical role in meeting those educational challenges.

CEIT looks to local individuals, groups, organizations and industry for guidance on course ideas and program planning to ensure program offerings are responsive and relevant. Course topics range from general interest, to skills enhancement and personal growth, to specialized instructional and professional expertise.

Profiled Courses

EPM Project Management

A successful project manager must simultaneously manage four basic project elements: resources, time, money and scope. Northwest Community College is pleased to offer, in partnership with Enterprise Project Management Ltd., the EPM Project Management Training Program.

- Level 1 Project Management: Jump Start (1 day)
- Level 2 Project Management: Laying the Foundation (3 days)
- Level 3 Advanced Project Management: Making Tracks to Success (3 days)
- Level 4 Project Leadership: The Next Level (3 days)

Introduction to Non-Profit Management

This 45-hour course develops students' skills and knowledge in non-profit management. The course was developed as a response to the need expressed by many working in and for the voluntary sector to have an accessible overview of the main issues affecting the volunteer sector.

The course starts with understanding the non-profit sector in context, and flows to board governance, strategic planning, financial management, human resources management, fundraising, marketing and public relations, evaluation, leading and managing in the non-profit sector, and volunteer management. Each topic is designed to build on the next.

CEIT is also in the final development stages of the following courses.

- Environmental Monitoring
- Core Technician
- ATV/Snowmobile Maintenance & Repair
- Confined Space Entry

Call your local campus' CEIT department for more information and to register your interest.

Contract Training

Our flexible delivery methods allow training to be customized to your needs and delivered onsite. Whether it's a program listed in the CEIT course calendar or a specialized course specific to your work place, we can create a training solution for you. All of our campuses are ready to meet your contract training needs in the following areas:

- Occupational First Aid Levels 1 - 3
- Transportation Endorsement
- Transportation of Dangerous Goods (Land/Rail)
- WHMIS
- ATV Rider Safety
- Fall Protection (StarCor certified)
- WorkSafeBC Modules

NORTHWEST COMMUNITY COLLEGE SCHOOL OF EXPLORATION & MINING

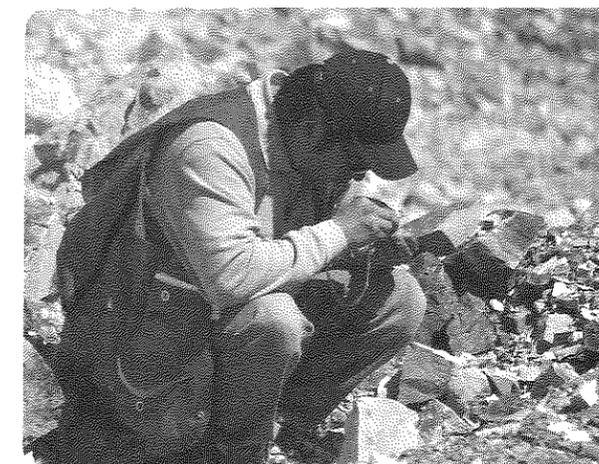
In response to the training needs of communities and industry, Northwest Community College has developed the School of Exploration & Mining (SEM). In partnership with Smithers Exploration Group and the Province of BC, the School develops industry-related courses and programs, and offers training in various areas of mining and exploration.

School of Exploration & Mining courses and programs:

- Arcview GIS
- Camp Management Program (CAMP)
- Core Technician
- Environmental Monitor Assistant Program (EMAP)
- Excavator Operator
- GPS, Map, Compass and Notetaking
- Introduction to Rocks & Minerals
- Job Searching & Career Planning in Mining
- Metal Leaching & Acid Rock Drainage
- Mining Exploration Field Assistant (MEFA)
- Prospector Basic Training
- Surface Diamond Driller's Helper

NWCC's Continuing Education & Industry Training also offers safety certifications and mining industry-related courses:

- 15-Passenger Van Driver Safety
- ATV Rider Safety
- Backhoe/Loader Operator
- Bear Awareness
- CPR Level 'C'
- Class 4 Driver Training
- Confined Space Entry
- Enform Chainsaw Safety
- Foodsafe Levels 1 & 2
- Forklift Operator
- H₂S alive
- Industrial Fall Protection
- Lock-Out
- Serving It Right
- Snowmobile Rider Safety
- SuperHost Fundamentals
- Occupational First Aid Levels 1 & 3
- Transportation Endorsement
- Transportation of Dangerous Goods
- WHMIS
- Wilderness Safety & Survival
- WorkSafe BC Modules



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 Web site for up-to-date information. Program expenses for programs not listed below can be obtained by contacting NWCC.

Program	Tuition and Added	Books	Materials / Lab	Supplies Clothing	Tools	Fieldwork Practicum	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
Carpenter Foundation	1,321.00	↘ 450.00	400.00	200.00	650.00		3,021.00
Carpenter Apprentice - per level	397.00	525.00	120.00				1,042.00
Computer Technology	2530.00	1,000.00		100.00			3630.00
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 (tuition free, fees apply)	286.00	50.00					336.00
Essential Skills for Work (tuition free, fees apply)	136.00	200.00					336.00
First Nations Access to Practical Nursing	3337.00	875.00		800.00		□ 400.00	5412.00
First Nations Home Support/ Resident Care Attendant	2644.00	250.00	374.00	300.00		□ 200.00	3768.00
First Nations Fine Arts Certificate	3,970.00	200.00		200.00	800.00		5,170.00
First Nations Fine Arts Diploma	4,094.00	200.00		200.00	800.00		5,294.00
Guardian Watchman - per Module	929.00			Δ	Δ		929.00
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 1	2,530.00	1,180.00	*	800.00			4,510.00
Northern Collaborative Baccalaureate Year 2	3,204.00	1,180.00	*	800.00		□ 975.00	6,159.00
Practical Nursing	4132.00	1180.00	*	800.00		□	7087.00
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	793.00	170.00	360.00				1323.00

* 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 Web site.

□ Travel, accommodation, meals and other expenses associated with field work/practicum are not included in the program costs and are the responsibility of the student.

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

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 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 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 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 re-apply if you do not get a seat immediately, but you may occasionally be asked to confirm you are still interested in the program.

How to Apply

SUBMITTING REQUIRED DOCUMENTS

Check the 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 resumé, 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 institutions 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 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 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 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 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 in 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 pre-determined 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 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 nwcc.bc.ca.

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



Step 3 — Paying your Fees

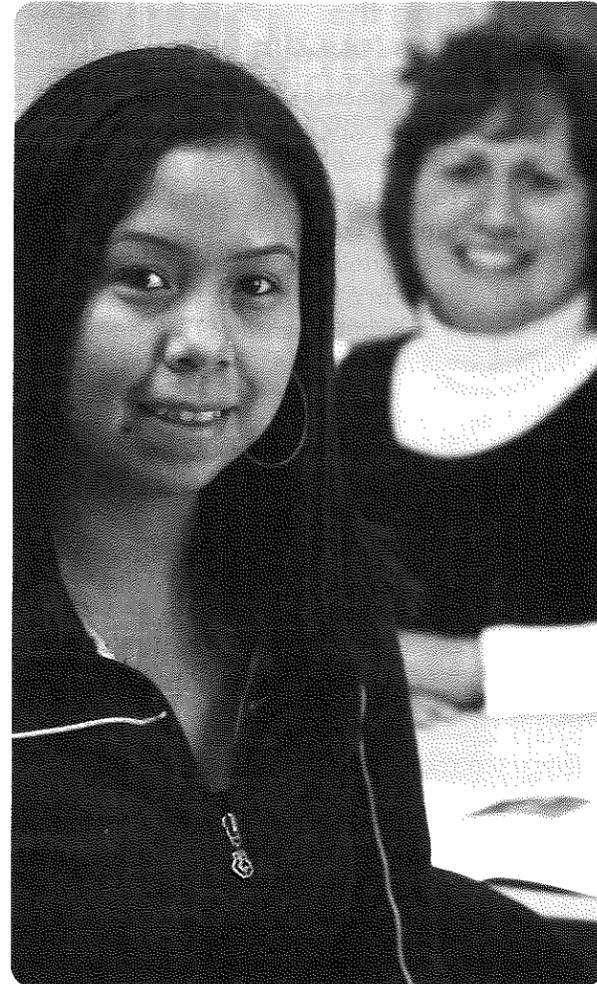
Your registration is complete once full payment of your fees has been received by NWCC. The amount owing will be calculated at the time of registration and will depend on the programs and course(s) that you have registered for. See the Program Expenses Table (p. 36) for typical program costs. Current costs for each program are detailed on the 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 enables 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 an 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.

NEW! Student Services courses

LPAT 101 Learning Pathways: Student Success
LPAT 102 Guiding Circles: Choosing a Career Path

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 Web site:

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 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 nwcc.bc.ca/ce to see what programs and courses are currently being offered.

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			Date (year/month) you would like to start: ____ / ____		
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			Preferred Campus location:		<input type="checkbox"/> Full-time <input type="checkbox"/> Evening Only <input type="checkbox"/> Part-time <input type="checkbox"/> Online
<input type="checkbox"/> Canadian Citizen <i>Immigration papers must be attached</i> <input type="checkbox"/> Landed Immigrant <i>If applicant is not a Canadian Citizen</i> <input type="checkbox"/> Other			If you know specific courses you wish to take, list them here:		
IN CASE OF EMERGENCY CONTACT: Name: _____ Telephone: () _____					
Where do you currently get your information about Northwest Community College? (Check top 3 sources.)					
<input type="checkbox"/> At your high school	<input type="checkbox"/> From your parent/guardian	<input type="checkbox"/> NWCC 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

Previous Post-Secondary (Submit Transcripts)

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



Take a closer look.

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

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



Application For Admission

Eco-Audit

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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Calendar 08.137



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 results in measurable environmental benefits. We are pleased to report the following savings for your project:

- 24 trees
- 2,198 pounds of solid waste
- 2,419 gallons of water
- 3,155 kilowatt hours of electricity
- 3,996 pounds of greenhouse gases
- 17 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

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,
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Take a closer look.

