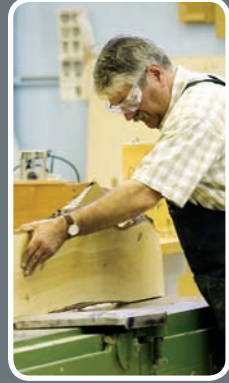


09 | 10 academic calendar



the college that fits *naturally*

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CAMPUS INFORMATION

Selkirk College maintains campuses in Castlegar, Trail, Nelson and Grand Forks. There are two Learning Centres situated in Kaslo and Nakusp.

CASTLEGAR

The Castlegar Campus is Selkirk College's main campus. Home to the Renewable Resources, University Arts and Science, Business Administration and Aviation, and Health and Human Services programs, the Castlegar Campus also houses the majority of the college's administrative departments.

CONTACT INFO

Selkirk College Castlegar Campus
301 Frank Beinder Way
Castlegar, BC V1N 4L3
Telephone: 1-888-953-1133 / 250-365-7292
Fax: 250-365-6568
Direct line from Nelson 250-352-3010
Direct line from Trail 250-368-5333

GRAND FORKS

CONTACT INFO

Selkirk College Grand Forks Campus
486 72nd Avenue
Grand Forks, BC V0H 1H0
Telephone: 250-442-2704
Fax: 250-442-2877

KASLO

Selkirk College serves the community of Kaslo through its downtown learning centre. This centre serves as a resource centre and meeting place for current and potential students.

CONTACT INFO

Selkirk College Kaslo Centre
421 Front Street
Kaslo, BC V0G 1M0
Telephone: 250-353-2618
Fax: 250-353-7121

NAKUSP

On January 25, 2007, Selkirk College celebrated the grand opening of the Nakusp Learning Centre's new home.

Founded in 1978, the Nakusp Learning Centre and its dedicated staff offer Continuing Education (CE) and Adult Basic Education (ABE) courses to almost 1,000 students each year. The new centre features two fully-equipped classrooms, a dedicated computer lab, a large ABE classroom with computer and science lab areas, and a student and staff lounge area.

CONTACT INFO

Selkirk College Nakusp Centre
311 Broadway Street
Nakusp, BC V0G 1R0
Continuing Education: 250-265-4077
Adult Basic Education: 250-265-3640
Fax (CE and ABE): 250-265-3195

NELSON

Nelson is home to three Selkirk College campuses; Kootenay School of the Arts (KSA), Silver King and Tenth Street. Each offers distinctly different programming and locations, but share the exciting atmosphere that Nelson offers.

KSA CAMPUS

The KSA Campus enjoys a central location in downtown Nelson. The historical site has been recently renovated and upgraded to house the four studios needed to support KSA's diverse programming in Art, Craft and Design.

CONTACT INFO

Selkirk College KSA Campus
606 Victoria Street
Nelson, BC V1L 4K9
Telephone: 1-877-552-2821 / 250-352-2821
Fax: 250-352-1625

SILVER KING CAMPUS

Silver King is the primary delivery point for the School of Industry Trades and Training and one of several locations for Adult Basic and Special Education programming. Located in a residential neighborhood (Rosemont), the campus enjoys an expansive campus, which provides ample room for various workshops. Campus services at Silver King include a cafeteria, learning centre, and bookshop.

CONTACT INFO

Selkirk College Silver King Campus
2001 Silver King Road
Nelson, BC V1L 1C8
Telephone: 1-866-301-6601 / 250-352-6601
Fax: 250-352-3180

TENTH STREET CAMPUS

Like the Silver King Campus, the Tenth Street Campus is also located in a residential neighborhood of Nelson (Fairview). Comprising two buildings and the famed "Studio 80", the Tenth Street Campus is home to students in the Digital Media and Music and Resort Hospitality and Tourism programs. Campus services include a cafeteria, gymnasium, student lounge, and bookshop.

CONTACT INFO

Selkirk College Tenth Street Campus
820 Tenth Street
Nelson, BC V1L 3C7
Telephone: 1-866-301-6601 / 250-352-6601
Fax: 250-352-5716

TRAIL

The Trail Campus enjoys a convenient location in the downtown core. Its close proximity to the Kootenay Boundary Regional Hospital make it the ideal location to house the Advanced Medical Transcription and Nursing Unit Clerk programs. In addition, the Trail Campus offers Adult Basic Education programming and is the administrative headquarters for Distance Education.

CONTACT INFO

Selkirk College Trail Campus
900 Helena Street
Trail, BC V1R 4S6
Telephone: 250-368-5236
Fax: 250-368-4983

FREQUENTLY CALLED NUMBERS

AREA CODE 250

CASTLEGAR CAMPUS

365-7292 / 1-888-953-1133 toll free

- Direct Line from Nelson 352-3010
- Direct Line from Trail 368-5333
- Aboriginal Advisor 365-1357
- Admissions 365-1245
- Bookshop 365-1281
- Campus Manager 365-1277
- Cashier 365-1297
- Computer Help Line 365-7292 ext. 428
- Continuing Education 365-1208
- Co-op Education and Employ. Services 365-1280
- Counselling and Advising 365-1273
- Disability Advisor 365-1380
- Director of Facilities 365-1212
- Finance - Accounting 365-1222 / 365-1342
- Financial Aid 365-1295 / 365-1290
- Gym - Court Bookings 365-1292
- Human Resources 365-1390 / 365-1221
- International Education 365-1395 / 365-1282
- International Student Coordinator 365-1291, Secretary 365-1293
- Library 365-1229
- Maintenance 365-1212, Secretary 365-1217
- President 365-1214
- Purchasing 365-1209
- Records 365-1259
- Registrar 365-1296
- Residence 365-1227
- Student Services 365-1273
- Student Society 365-1262
- Transcripts 365-1259
- Vice President - Academic and Student Development 365-1251
- West Kootenay Teacher Education 365-3364

KOOTENAY SCHOOL OF THE ARTS

352-2821 / 1-877-552-2821 toll free

LEARNING CENTRES

- Kaslo: 353-2618
- Nakusp: 265-4077

SILVER KING CAMPUS

352-6601 / 1-866-301-6601 toll free

- Admissions 354-3204
- Bookstore 354-3249
- Continuing Education 354-3206
- Hairdressing Salon 354-3243
- Library 354-3249
- Maintenance 354-3285
- Trades Secretary 354-3221
- Counselling and Advising: 352-6601

TENTH STREET CAMPUS

352-6601 / 1-866-301-6601 toll free

- Campus Manager 505-1368
- Digital Media, Music and Information Technology, School Chair 505-1305
- Foundation 505-1384
- Mary Hall/Catering 505-1367
- Music Secretary 505-1357
- Switchboard 352-6601
- Hospitality and Tourism, School Chair 505-1317
- Counselling and Advising: 250-505-1300

TRAIL CAMPUS

368-5236

- Adult Basic Education 364-5764
- Continuing Education 364-5770
- Maintenance 368-3713

2009-2010 ACADEMIC DATES

JANUARY 2009

- 2 - College campuses re-open
- 5 - Winter semester instruction begins
- 16 - Last day to withdraw from classes with a 75% refund
- 30 - Last day to withdraw from classes with a 50% refund and not have course/s shown on transcript. After this date refunds will not be granted.

FEBRUARY 2009

- 1 - Late penalty assessed for all unpaid fees
- 16-20 Reading Break – Note the reading break may vary in length program by program

MARCH 2009

- 13 - Last day to withdraw from courses or change to audit

APRIL 2009

- 9 - Winter semester instruction ends – most programs
- 10 - Good Friday – College closed
- 13 - Easter Monday – College closed
- 14-23 - Winter semester examinations – most programs
- 24 - Graduation ceremonies – all Campuses

MAY 2009

- 4 - Spring/summer semester instructions begins
- 18 - Victoria Day – College closed
- 29 - Last day for most vocational programs

JUNE 2009

- 1 - Fall semester registration begins

JULY 2009

- 1 - Canada Day – College closed
- 24 - Spring/summer semester instruction ends

AUGUST 2009

- 3 - BC Day – College closed

SEPTEMBER 2009

- 7 - Labour Day – College closed
- 8 - Orientation for new and returning students
- 9 - Fall semester instruction begins
- 22 - Last day to withdraw from classes with a 75% refund

OCTOBER 2009

- 1 - Late penalty assessed for all unpaid fees
- 6 - Last day to withdraw from classes with a 50% refund and not have courses shown on transcript. After this date refunds will not be granted.
- 12 - Thanksgiving Day – College closed

NOVEMBER 2009

- 3 - Last day to withdraw from classes or change to audit
- 11 - Remembrance Day – College closed

DECEMBER 2009

- 1 - Winter semester registration begins
- 11 - Fall semester instruction ends – most programs
- 14-23 - Fall semester examinations – most programs
- 24 - Christmas Holidays – College closed

JANUARY 2010

- 4 - College campuses re-open
- 4 - Winter semester instruction begins
- 15 - Last day to withdraw from classes with a 75% refund
- 29 - Last day to withdraw from classes with a 50% refund and not have course/s shown on transcript. After this date refunds will not be granted.

FEBRUARY 2010

- 1 - Late penalty assessed for all unpaid fees
- 15-19 Reading Break – Note the reading break may vary in length program by program

MARCH 2010

- 12 - Last day to withdraw from courses or change to audit

APRIL 2010

- 2 - Good Friday – College closed
- 5 - Easter Monday – College closed
- 9 - Winter semester instruction ends – most programs
- 12-21 - Winter semester examinations – most programs
- 23 - Graduation ceremonies – all Campuses

MAY 2010

- 3 - Spring/summer semester instructions begins
- 24 - Victoria Day – College closed
- 28 - Last day for most vocational programs

JUNE 2010

- 1 - Fall semester registration begins

JULY 2010

- 1 - Canada Day – College closed
- 23 - Spring/summer semester instruction ends

AUGUST 2010

- 2 - BC Day – College closed

SEPTEMBER 2010

- 6 - Labour Day – College closed
- 7 - Orientation for new and returning students
- 8 - Fall semester instruction begins
- 21 - Last day to withdraw from classes with a 75% refund

OCTOBER 2010

- 1 - Late penalty assessed for all unpaid fees
- 5 - Last day to withdraw from classes with a 50% refund and not have course/s shown on transcript. After this date refunds will not be granted.
- 11 - Thanksgiving Day – College closed

NOVEMBER 2010

- 11 - Remembrance Day – College closed
- 12 - Last day to withdraw from classes or change to audit
- 29 - Winter semester registration begins

DECEMBER 2010

- 10 - Fall semester instruction ends – most programs
- 13-22 - Fall semester examinations – most programs
- 24 - Christmas Holidays – College closed

JANUARY 2011

- 4 - College campuses re-open
- 4 - Winter semester instruction begins

CALENDAR 2009

January 2009

S	M	T	W	TH	F	S
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February 2009

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March 2009

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April 2009

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May 2009

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June 2009

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July 2009

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August 2009

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September 2009

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October 2009

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November 2009

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CALENDAR 2010

January 2010

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March 2010

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April 2010

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July 2010

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August 2010

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September 2010

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October 2010

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November 2010

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December 2010

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27	28	29	30	31		

ADMISSION REQUIREMENTS

All students must satisfy the general admission requirements for the college as well as the specific academic requirements for entry to their program of choice.

General Admission Requirements

Admission to Selkirk College is open to anyone who:

- has graduated from a British Columbia Senior Secondary School or equivalent, OR
- is 19 years of age or over at the time of registration, OR
- is under 19 years of age but has the written recommendation of their secondary school principal, OR
- is considered by the Admissions and Standards Committee to be capable of succeeding in college courses in view of the applicant's particular circumstances.

Program-Specific Admission Requirements

All programs offered at Selkirk College have established academic prerequisites that must be satisfied by students seeking admission. These requirements are listed within each program section. If you are unsure about the requirements, please consult one of our Counsellors or Program contacts by phone at 1-888-953-1133.

NOTICE: New Math Admission Requirements

Selkirk College is reviewing its math requirements for program admission to align them with the new B.C. high school mathematics curriculum that will come into effect (in Grade 10) in the 2010/11 school year. We will have our new admission requirements ready before March 1, 2010. The new math requirements will be posted on our web site as soon as they are available.

ADMISSIONS PROCEDURE

Applications are accepted up to 12 months prior to the start date of any program. If you are an International Student, please consult International Student Admissions.

Applicants who were not accepted into a program of study must re-apply to gain consideration for a subsequent entry date.

Some programs outline a specific time schedule for the application procedure that includes a last date for submission of application and supporting documentation. Late applications to all programs will be considered, subject to availability of spaces. Please check your specific program area for further information in this regard.

Notification of Admission

All documents should accompany the completed application if possible. Applications will be processed as soon as possible and successful applicants will be notified by mail. Secondary and post secondary transcripts must be provided. Students currently enrolled in course/programs must provide interim transcripts.

Selection Procedure

Applicants are selected by the Admissions Officer, in consultation with the appropriate School Chair, based on the application and supporting documentation submitted for consideration. All applicants will be notified by mail once a decision has been made regarding their application.

Please note that provisional acceptance may be granted to candidates who are unable to provide official transcripts or supporting documentation by the selection date. An offer of provisional acceptance will include specific provisions that must be met for successful admission.

Offers of admission will go to candidates in the following sequence:

- fully qualified applicants with preference given to those with earlier completed applications;
- partially-qualified applicants with preference given to those considered best qualified;
- qualified applicants who completed applications after the specified selection date, with preference given to those with earlier application dates.

Admission to specific programs or courses may be restricted by space limitations or prerequisite requirements.

Since many college courses have mandatory prerequisites, students may be required to enrol in one or more upgrading or prerequisite courses.

Winter Admission

Students may begin academic studies and college preparatory studies in January. Students who enrol for the first time in January may find that their choice of courses is limited and may not be able to take a full course load. If you intend to enrol for a January start, please consult a counsellor for additional information.

Academic University Transfer

Students applying for admission to the Academic University Transfer program should forward a completed application form and all supporting documents as early as possible to ensure course selection. (Program application deadlines are outlined under specific program descriptions).

PRE-ADMISSION ASSESSMENT

All applicants must complete pre-admission assessment of language and mathematics skills unless specifically exempted. This assessment does not affect admissibility to a program, but is only for purposes of providing advisory information to applicants about their levels of academic skills in relation to the demands of the program to which they are applying. The results are intended to help applicants in their course planning; to allow them to make informed decisions regarding their readiness for enrolment; to improve student success in our courses and/or programs, and to reduce attrition due to lack of adequate skills. Registration will not be deemed to be complete until such assessment has been done.

Exemptions will be granted to students who have already completed relevant post-secondary courses in Mathematics and/or English. To obtain an exemption, please provide an appropriate transcript to the Admissions Office.

International Student Admissions

International students seeking admission to Selkirk College must be 18 years of age or over and have successfully completed the equivalent of British Columbia Grade 12. English as a Second Language and academic upgrading courses are available to prepare students for further studies. International students must demonstrate the ability to communicate in English before admission into university level courses or career programs by:

- satisfactorily completing BC English 12, or equivalent; or
- satisfactorily completing, with at least a “C” grade all level 5 courses in the Selkirk College English Language Program and Provincial Level English 51; or
- submitting a TOEFL score of 213 (computer), or better; or
- submitting an IELTS score of 6.5 or better; or
- submitting an acceptable score on the Language Proficiency Index score of 4 or better.

Notes

- Students must send a completed Selkirk College Application form, with official copies of all records of grades, to the International Admissions office.
- For reporting TOEFL scores to Selkirk College, the number is 0838.
- A non-refundable processing fee of \$100 must accompany each completed application for admission.
- As enrollment is limited in some programs, international students can only be accepted when space is available.
- The International Admissions Office will send an acceptance letter when admission requirements are met.
- International students are advised to contact the nearest overseas Canadian diplomatic mission for current visa regulations.
- After receiving notification of acceptance to Selkirk College, first term fees must be sent to the College.
- International student fees must be paid in full before the first day of classes.
- International students tuition fees see <http://www.selkirk.ca/international/students/admissions/fees/>.
- Non-Canadian students taking regular College programs should expect to pay up to three times the Canadian tuition rates.

FEES (WWW.SELKIRK.CA/TUITION)

The Selkirk College fee schedule is based on the number of hours in a course. Refer to <http://www.selkirk.ca/tuition/> for each program of study. These are the fees in effect at the time of publication and do not constitute official course fees, but serve as a guide to aid in budgeting. The Selkirk College Board reserves the right to revise fees without notice.

All fees are due and payable by cash, cheque, debit card, money order, MasterCard, Visa or online payment through your financial institution on or before the first day of class. Cheques must be payable to Selkirk College. Post-dated cheques will not be accepted. The Selkirk College Board reserves the right to revise fees without notice.

Registration is not complete until fees are paid. Deferral of fees is not permitted. A student who is not registered for a course will not receive credit for the course.

Students are not permitted to re-register in any Selkirk College course until all outstanding obligations to the college have been met.

Students enrolled in Cooperative Education programs are assessed according to the college fee schedule during on-campus study terms.

International students pay tuition fees see <http://www.selkirk.ca/international/students/admissions/fees/> for most programs.

Tuition Fee Refunds

Refunds are based on the date of notification of withdrawal if received in writing by the Admissions Office. Refund of fees prior to or during the first ten days of instruction is 75 percent of the tuition fee plus 100 percent of the Activity Fee and Student Association Membership in the case of complete withdrawal.

Refund of fees during the 11th to 20th day of instruction is 50 percent of the tuition fee plus 100 percent of the Activity Fee and Student Association Membership in the case of complete withdrawal.

After the 20th day of instruction, no refunds will be granted.

Fees for individual courses dropped will be based on these same percentages. See **Academic Dates**

Refunds for Spring Semester courses will be made only if the course is cancelled.

International Student Refund Policy

Students should familiarize themselves with the refund policy prior to submitting payment for their studies.

International students who:

- withdraw prior to the start of instruction will receive a 75 percent refund of tuition fees.
- withdraw in the first or second week of instruction will receive a 50 percent refund of tuition fees.
- withdraw after the second week of instruction will receive no refund of tuition fees.
- withdraw for medical reasons or due to a failure to obtain a student authorization prior to arrival at Selkirk College will be entitled to a refund of tuition fees less a \$100 administration fee. Students must notify Selkirk College in writing and provide documentation prior to the start of the term. Once instruction begins, the above refund policies apply.

Students who wish to defer their application to the next term must do so in writing prior to the start of the term.

Senior Citizens

Senior citizens (65+ years) may take courses and pay 50 percent of normal tuition subject to availability of seats. They are NOT required to pay other student fees.

Audit Fee

The normal course fee.

Program Deposit

Upon acceptance, all applicants are required to pay a minimum **non-refundable** tuition fee deposit of \$100 to reserve their space in their program. The deposit for some programs may be higher.

Activity Fee

Students are assessed fees for Campus Recreation and Student Activities.

Selkirk College Student Union

In addition to tuition fees, all students are required to pay a *Student Union Membership*. Fees are set by the Selkirk College Student Union and amount to 7.2 percent of a student's tuition to a maximum of \$71.73 per semester where applicable.

The Student Union has implemented a Health and Dental Benefits Plan. Please contact the Student Union office for more information.

Special Fees

Programs may have additional fees to offset special program costs. Consult the program of your choice for details.

Official Transcript of Record

Five dollars (\$5) for each copy, payable in advance.

Associate Degree, Diploma or Certificate

Twenty dollars (\$20) for each duplicate copy Associate Degree, Diploma or Certificate.

Late Payment Fee

A sixty dollar (\$60) late fee is assessed on October 1st for the Fall semester and February 1st for the Winter semester.

Prior Learning Assessment and Recognition Fee

The normal course fee applies to credits granted as a result of Prior Learning Assessment and Recognition (PLAR). For more information refer to the program contact information for each program.

Learning Resource Fee

In order to support the ever-increasing use of technology in instruction, Selkirk College has introduced a technology fee. A fee of ten percent of course tuition is assessed to all students. The fees collected will be redistributed on a “pro rata” basis and used to keep our technology as state-of-the-art as possible. No student will be assessed more than \$81.81 per semester or \$162.36 per year.

Miscellaneous Fees

TYPE	FEE	DESCRIPTION
\$35	Application	Non-refundable fee, must accompany each application for admission
Varies	Audit	Fee to audit a course equals the regular cost of the course
\$100	Program Deposit	Upon acceptance, all applicants must pay a non-refundable tuition fee deposit (deposit for some programs may be higher)
\$5	Transcript	Fee is per copy, payable in advance
\$20	Credential	Fee for each duplicate copy of an Associate Degree, Diploma or Certificate
\$5	Receipt	Fee levied for duplicate copies of tax receipts
\$60	Late	Levied against late tuition

ATHLETICS

The Athletics Program at Selkirk College has sprung to life recently with the addition of volleyball, ice hockey, cross-country running and golf as official varsity sports. The Selkirk Saints compete under the BCCAA and BCIIHL against other colleges and universities across BC.

Opportunities for scholarships, bursaries and athletic awards are being developed for student athletes involved in Saints Athletics. The Saints have a strong tradition based on work ethic, attitude and dedication.

Club Teams/Activities

Current club teams at the college include indoor soccer, badminton and nordic skiing. These teams compete in local recreation leagues and against similar teams from other colleges and recreational organizations in Washington, BC and Alberta. Interest levels help determine which club teams are run each year. Numerous other clubs exist including the Climbing Club, Outdoors Club and Archery Club.

Intramurals and Recreation

Selkirk College takes pride in providing opportunities for students to stay active with fun, semi-competitive activities throughout the year. The Castlegar Campus gymnasium is host to several intramural units (including floor hockey, volleyball, indoor soccer, basketball and more) which run weekly.

Numerous other activities such as the Ski Night, Curling Night, Annual Trail Run and Bench Press Competition are held during the evenings and occasionally on weekends. The Athletics and Recreation Department also organizes inter-campus events/tournaments several times throughout the year.

Nelson Campus

At the Silver King and Tenth Street Campuses, recreational activities for students are organized by a Student Activity Coordinator at various times throughout the day and occasionally on weekends. The Mary Hall Gym has a weight room and full size gymnasium floor, complete with equipment for activities such as volleyball, basketball, indoor soccer and floor hockey. Students are encouraged to drop by for more information.

BOOKSHOP

The bookshop carries all required textbooks, general reading titles, required technical supplies for courses, office and school supplies, crested backpacks, clothing and gift items.

Textbook lists are posted outside the bookshop at the beginning of June. Every effort is made to have these lists and prices as accurate as possible. However, please be aware that we are still ordering and receiving texts throughout the summer months. If your course is not listed on your booklist, you may have to check back later. We recommend that you do not purchase any books until you have actually registered. In some courses, for example English 110, you must also know your section number.

Our operation is self serve. However, bookshop staff are available to explain the booklist and how to read it so you will be able to locate the correct books for your courses.

Each time you purchase goods in the Bookshop, you will receive a cash register receipt attached to our refund policy. PLEASE READ IT as there are restrictions on the length of time you have to return goods, especially on used texts. You MUST have this receipt to return any goods, and they must be in new, unused condition.

For your convenience, the Bookshop accepts payment in cash, Interac, Visa, Mastercard, and Traveller's Cheques. We DO NOT accept personal cheques. Students who wish to utilize their parents' credit card number may do so by bringing the card number and expiry date along with the signature of the cardholder; or the cardholder may phone the store with the information. Parents – please indicate if there is a dollar limit on the purchase, and whether it can be utilized for texts, supplies, and/or backpacks and clothing.

Students in possession of scholarships, bursaries, or education passports should redeem them through Cashier Services.

LIBRARY SERVICES

The Selkirk College Library has a wide range of services and resources for students, employees and residents of the college region. Librarians provide research instruction and assistance, and help with reference questions in person, by phone or online. Collections include books, videos, magazines, journals and newspapers. Online access is available to reference and journal databases, as well as to other college/university and public libraries. The library also provides computers with internet access and word processing software.

The main collection is at the Castlegar Campus, with smaller collections at the Silver King and Tenth Street Campuses, Nelson.

The Library catalogue is on the web along with online databases, weblinks and contact information at <http://selkirk.ca/services/library>

The Castlegar Campus Library also houses a comprehensive local collection of archival and current material relating to the West Kootenay region. For further information, please contact the Library:

Castlegar: 250-365-1229 or toll free 1-888-953-1133, ext. 229

Silver King, Nelson: 250-354-3249

Tenth Street, Nelson: 250-505-1359

STUDENT ACTIVITIES

An important part of the college experience is campus life and student activities. Student activity coordinators on each campus organize activities to enrich the Selkirk College experience.

The Castlegar Campus Student Activities department offers noon hour intramurals, activity nights, fitness classes, and sports clubs. Our well outfitted fitness and weightlifting room, squash and racquetball courts, tennis courts, outdoor playing field, climbing wall, equipment room and 11,000 square foot gym floor provide ample opportunities for action and the maintenance of a healthy lifestyle. Some of the past activities have included a canoe trip, bowling, skiing, curling, or broom-ball. Our sports clubs have included volleyball, basketball, ice hockey, badminton, archery, indoor soccer, swimming, golf, boxing and cross country running.

STUDENT UNION

The Selkirk College Student Union operates on the Castlegar Campus and in Nelson at the Silver King, Tenth Street and Kootenay School of the Arts Campuses.

STUDENT HOUSING

KEKULI HOUSE RESIDENCE

Live on campus at Kekuli House Residence – Castlegar Campus

At Kekuli House our goal is to help you feel right at home in a relaxed, comfortable setting close to college facilities and services. Trained staff and advisors offer peer support plus social and educational activities designed to enhance your on-campus experience.

The residence can accommodate 100 students with a shared washroom between two rooms. Each room includes:

- a single bed
- full desk with chair
- shelves/wardrobe
- window with a view
- temperature control (heat & A/C)
- private kitchen unit with F/S & sink
- private options available such as: cable TV, telephone and internet
- Amenities: pool tables, foosball, tennis, computers, laundry, storage

Applications are processed on the basis of application date. Residence allocations, for the academic term beginning in September, commence in June. Residence housing is also available during the summer months (May – August).

For more information contact Pat Rodrick at prodrick@selkirk.ca, Phone 250-365-1227 or Fax 250-365-1316 or go to <http://selkirk.ca/students/kootenaylife/housing/>

Off- Campus Accommodation

A housing list for off-campus accommodation in the Nelson, Trail and Castlegar areas usually includes room and board, suites, apartments and houses. For more information about off-campus student housing, contact Student Services, on either the Castlegar, Trail or Nelson Campuses.

WORKSAFEBC

Provincial WorkSafeBC coverage extends only to students on college practicums and events.

CO-OPERATIVE EDUCATION AND EMPLOYMENT SERVICES (CEES)

Co-operative Education and Employment Services is the formal integration of studies with paid work experience. Students are provided the skills, knowledge, and attitudes necessary to become competent and competitive in the job marketplace. Work experience provides students with the opportunity to develop skills in communication, decision-making, motivation and interpersonal relationships. The Co-operative Education staff attempt to secure employment opportunities for the number of qualified co-op students enrolled, however, employers follow normal hiring practices when selecting co-op students for paid work positions. Selkirk College cannot guarantee that a student will be selected for an employment situation.

Co-operative Education and Employment Services Programs

At Selkirk College, the following programs are offered in a co-operative education format:

- Business Administration, Accounting and Finance
- Business Administration, Professional Management
- Integrated Environmental Planning
- Forestry
- Recreation, Fish and Wildlife
- Engineering
- Geographic Information Systems

Work Terms

Co-operative work terms are normally of four months duration (12 week minimum) and may begin in January, May and September. Relocation outside the college region should be anticipated as local student employment opportunities can be limited.

Transferable Work Terms

Co-operative Education work terms successfully completed at a British Columbia post-secondary institution will be eligible for transfer credit if they meet the following requirements:

- the student must be accepted into the (host institution) Co-op program;
- the program in which the work term(s) was undertaken is provincially approved under the Co-operative Education Fund of British Columbia;
- the work term is officially recognized, i.e., noted on the transcript, by the institution where the work term originated;
- the work term(s) was granted for experience in the same discipline into which the student is transferring;

Regardless of the number of work terms accepted, students will be required to complete at least fifty percent of the required work terms in the new program into which they are transferring. Acceptance into a co-op program at one institution does not guarantee acceptance into the host institution's co-op program. Application for transfer of work terms must be made to the Director of Co-operative Education prior to undertaking any additional work terms at that institution.

Remuneration

Rates of pay for co-operative education students are determined by employers within their own wage or salary structure.

Co-operative Education and Employment Services Program Requirements

To participate in the Co-operative Education program students are required to:

- remain enrolled full-time in their program of study.
- maintain a cumulative grade point average of 2.33 with passing grades in all courses.
- receive satisfactory evaluation for work term performance from both the employer and the College.

GRADUATION

Students successfully fulfilling the co-operative education requirements will receive a Co-operative Education citation on their diplomas.

FINANCIAL AID

The Financial Aid office, located on the Castlegar campus, provides information and assistance to students on the following:

- planning and budgeting for the school year
- applying for government-sponsored funding programs
- applying for support from Selkirk College, including bursaries and scholarships

GOVERNMENT ASSISTANCE PROGRAMS

Adult Basic Education Student Assistance (ABESAP) - Students who are upgrading through Adult Basic Education may be eligible for financial assistance for their fees and textbooks through this program. Application forms are available from the Financial Aid Office or can be downloaded from the Ministry's website www.studentaidbc.ca

Part-Time Studies Assistance - Students who are studying on a part-time basis may apply for the following programs: *Canada Study Grant for High-Need Part-Time; Part-Time Canada Student Loan; Canada Study Grant for Students with Dependents; and Canada Study Grant for High Need Students with Permanent Disabilities*. To obtain more information or to download an application, visit the following website www.studentaidbc.ca

Federal and Provincial Student Loans - Students with BC residence status can apply for government student loans online at www.studentaidbc.ca. Students from other provinces or territories should contact the student loan ministry in their home province or territory or visit the Federal Government website at www.canlearn.ca

If you did not receive maximum funding from your government student loan, we can assist you with:

- appealing student aid decisions
- requesting reassessments

Awards and Support

Entrance Scholarships and Awards - A monetary award to eligible, full-time students entering Selkirk College for the *first time* who have demonstrated outstanding academic achievement. Applications are available in the Financial Aid Office or may be downloaded from our website from Mid-February until the last Friday in March.

Scholarships - A monetary award to students enrolled in a minimum of 80 percent course load who have demonstrated outstanding academic achievement *while attending* Selkirk College. Applications are available in the Financial Aid Office or may be downloaded from our website from Mid-February until the third Friday in April.

Bursaries - A monetary award to eligible students enrolled in a minimum 60 percent course load who have demonstrated financial need and who have a minimum grade point average of 2.0. Applications are available on our website from the end of September until the last Friday in October.

Work Study - Work on campus during the school year. Selkirk College offers a student employment program for full-time students. Check out the job postings at the Financial Aid Office in early September.

External Awards

For scholarships, bursaries and other awards that are not exclusive to Selkirk College, visit the following websites:

- www.scholarshipscanada.com
- www.studentawards.com
- www.awardforexcellence.ca

STUDENT ACCESS AND SUPPORT

The Department of Student Access and Support provides a wide range of services and resources for all current and prospective students. We're here to help students succeed by facilitating access to post-secondary education as well as supporting students while they are studying at Selkirk College.

In this context, our services encompass five key areas: Aboriginal Services, Assessment and Invigilation Services, Counselling, Disability Services, and Learning Success Centers.

Information about our services is available online at www.selkirk.ca

Aboriginal Student Services

Marilyn James - Aboriginal Coordinator

250-365-7292 Ext. 357 - Castlegar Campus

The Aboriginal Coordinator provides support to all prospective and current aboriginal students and works closely with staff, students and communities to enhance aboriginal learner's participation and success rate in Selkirk College programs. Services can include such things as assistance with the application process, help with funding, information on programs, First Nations and Metis scholarship and bursary forms and information, and advocacy and support during the semester.

Appointments can be scheduled with the Aboriginal Advisor by phoning any Selkirk College campus. A travel schedule and other relevant information are available on the website.

Assessment and Invigilation Services

Paris Voykin - Coordinator of Assessment and Invigilation Services

Phone: 250-365-1313 - Castlegar Campus

The Computerized Placement Test (CPT) is required of all students applying to Selkirk College. It provides a basis for advising students on appropriate program or course choices, thereby increasing their chances of future success.

Contact the campus at which your program is offered (or the one closest to your home) to register for a session. If you live outside the college region, phone 1-888-953-1133 or email cpt@selkirk.ca to arrange for a distance option.

For questions regarding the purpose of CPT's or to further discuss your results email Paris Voykin at pvoykin@selkirk.ca

Selkirk also offers Centralized Exam Invigilation Services for distance education courses as well as exams from other institutions. Contact by calling 250-365-1313 or by email to pvoykin@selkirk.ca to schedule an exam sitting.

Exam services are available: Mondays on the Trail campus, Tuesday through Thursday on the Castlegar campus, and Friday on the Nelson campuses. Please see the website for more information.

Counselling

COUNSELLORS

Laurie Read

250-365-1273 - Castlegar Campus

Robin Higgins

250-365-1273 - Castlegar Campus

Don Parks

250-352-6601 Ext. 225 - Silver King Campus, Nelson

250-352-6601 Ext. 368 - Tenth Street Campus, Nelson

The counsellors at Selkirk College are professionals trained to provide a variety of counselling services. Appointments and short drop-in sessions are available at all campuses. Please phone your nearest campus or centre to make an appointment or phone 1-888-953-1133 and ask for counselling. All services are free and confidential.

Students see a counsellor for a variety of concerns regarding career, educational planning, and personal issues. The counsellor's role is to assist students to gather information, make plans and decisions, put plans and decisions into action, generate options, cope with crisis, and understand themselves and others. Short-term personal counselling is available for students at all campuses. When appropriate, referrals are made to community agencies and services. Students in crisis or emergency situations are encouraged to contact counselling services for assistance.

Counsellors are also sources of information for programs at Selkirk and other colleges, universities, technical schools, and the university transfer system. Further information and useful links to counselling are available on the website.

Disability Services

DISABILITY SERVICE ADVISORS

Glynn Woodburn

250-352-6601 Ext. 205 - Silver King and Tenth Street Campuses, and Kootenay School of the Arts (Nelson)

Trish Foy

250-365-1380 - Castlegar Campus

Nadya Sofonoff

Disability Services Assistant
250-365-1429 - Castlegar Campus

Our goal is to maximize success and reduce barriers to post-secondary education. We work to eliminate physical, instructional and attitudinal barriers by providing reasonable accommodations and fostering awareness within the college community.

Disability Services provides a variety of services to support the educational goals of students with documented disabilities. We assist eligible students to access funding for equipment, adaptive software, and other programs and services. We provide transition information for prospective students and offer assistance with admissions and registration procedures. It is recommended that prospective students contact an Advisor well before their program start date to begin planning appropriate accommodations.

Disability Service Advisors play a key role in access by assisting students who have a documented disability. If you are a person with a documented disability (find examples below), please contact a Disability Service Advisor, so the college can provide appropriate accommodations.

- Learning Disabilities
- Mental Health/Psychological Issues
- Deaf, Hard of Hearing
- Blind or Partially Sighted
- Mobility Issues or Physical Disability
- Brain Injury
- Attention Deficit/Hyperactive Disorder (AD/HD)
- Temporary Disabilities
- Other Health Concerns

Disability Service Advisors offer support on all campuses. There is no charge for any of the services provided by Disability Services. Please see the website for more information.

Learning Success Centres

LEARNING COORDINATORS

Felicity Blaiklock

250-352-6601 Ext. 247 - Silver King Campus (Nelson)

Randall Cannon

250-352-6601 Ext. 347 - Tenth Street Campus (Nelson)

Todd Solarik

250-365-7292 Ext. 338 - Castlegar Campus

Learning Specialists provide support to students in three major areas: one-on-one tutoring, workshops, and through the recruitment, training, and supervision of peer tutors to support student success. Some exam invigilation services are also available. One-on-one tutoring and workshops focus on effective learning and study skills and include topics such as

- time and stress management
- organizational skills
- reading comprehension
- note-taking
- memory techniques
- review
- test taking strategies
- exam anxiety

Learning Specialists provide support to students on most campuses. For more detailed information on learning and student skills please visit the Learning and Study Skills website.

All academic matters at Selkirk College are governed by the college's Academic Regulations. Any questions or concerns regarding these regulations should be directed to the Registrar's office at 250-365-1296.

Student Responsibilities

- Students are advised to seek academic counselling prior to selecting a program or course.
- Students are responsible for ensuring that program requirements and transferability requirements are met.
- Students are responsible for the completion and accuracy of their registration.
- When registering, if a student chooses to be placed on a wait list for a course, the onus is on the student to check with the Records Office as to his/her status on the wait list. If space becomes available, that seat is automatically given to the student at the top of the waiting list. THE RECORDS OFFICE DOES NOT CONTACT A STUDENT IF A SEAT BECOMES AVAILABLE.
- Students will receive credit only for courses in which they are officially registered. Students must notify the Admissions and Records office in writing of any course changes, section changes, course deletions, course additions, program withdrawals, and change of name or address.
- Students are responsible for meeting deadlines for tuition and fee payment.
- Students are responsible for attending lectures, laboratories, field trips, seminars, tutorials and examinations. Poor attendance, compromising safety, disruption of the learning opportunities of others, and the destruction of property are causes for compulsory withdrawal.

Transfer Credit

Students who have attended a post-secondary institution may apply for transfer credit for courses completed. Depending on the nature of these courses, transfer credit may be used to satisfy Selkirk College program requirements, to provide prerequisites for College courses, or to count as electives toward a certificate or diploma. Up to 75 percent of a Selkirk College Certificate, Diploma or Associate Degree may consist of credit obtained from studies completed at another accredited post-secondary institution. Information about the procedures for obtaining transfer credit is available from the Registrar's office. When transfer credit is to be used as a prerequisite, students should attempt to apply for credit well before the semester in which the prerequisite must be met.

Transfer credit accepted by Selkirk College may not be accepted by another institution, nor for

the purpose of Canada Student Loans or BC Provincial Loans. Such credit is not considered part of the student's course load. A "P" or better is required to obtain transfer credit. Students who pass the College Board Advance Placement Test may be considered for advanced placement.

COURSELOAD

Normal Course Load - Full Time Status

A normal college course load is equivalent to enrolment in 15 semester credit hours in a University Arts and Sciences program. In a career or college preparatory program, it is the enrolment in the complete curriculum specified. Students applying for a Canada Student Loan/BC Provincial Loan must maintain full-time student status as defined by the provincial student assistance program (minimum 60% course load).

Part-Time Status

Students are considered part-time if they enrol in three or fewer courses, or if their total number of semester hours or units in any semester, term or session, are fewer than those specified for full-time status.

Part-time students are encouraged to enrol in Selkirk College programs. Some programs are open only to full-time students. Check with a counsellor for details.

Audit

A student who is interested in participating in a credit course but who does not wish to complete assignments, write examinations, or receive credit may enrol as an audit student provided space is available. Not all courses may be audited. Written permission to audit must be given by the instructor and School Chair.

Withdrawing from a Course

Students wishing to withdraw from a program or course, MUST COMPLETE A

'COURSE REGISTRATION CHANGE FORM' and return it to the Admissions and Records office by the deadline dates. College Policy limits the time for official withdrawal. See College Policy re: Admissions and Standards. See Academic Dates.

Non-attendance by itself does not constitute withdrawal from a course. A student is considered registered until a Course Registration Change Form has been submitted. It is the student's responsibility, not the instructor's, to ensure an official withdrawal has been completed.

If a student withdraws within the first 20 days of classes, it will not show on the official transcript. However, it is permissible to withdraw from a course up to two-thirds percent of the way through the course, and in this case, the transcript will show a "W".

Students must submit a 'Course Registration Change Form' by the advertised deadline to receive a "W". Otherwise a "DNW" is awarded. A DNW carries a grade point value of 0.00.

CHEATING AND PLAGIARISM

(Taken from the College's Admission and Standards Policy - 8610)

15.1 Cheating and Plagiarism

Honesty is expected and required of all students. The purpose of this section of the policy is to deal with honesty in the conduct of all examinations, essays, reports, and other assignments prepared or completed by students pursuant to the requirements of a Selkirk College program or course.

15.2 Cheating

Cheating is defined as dishonest or deceptive conduct or attempted conduct by which individuals or groups of individuals use or attempt to use unauthorized aids, assistance, materials and methods to represent others academic work, training and standards as their own.

15.3 Plagiarism

Plagiarism is defined as the presentation or submission of work or data (published or unpublished in any form), done in whole or in part by other persons, without citation or credit, as the student's own work i.e., a group project, book, journal, electronic media, etc.

15.4 Multiple Use of Term Papers

The submission of one’s own work for credit in more than one course without the express knowledge of the instructors involved is forbidden.

15.5 Selkirk College will not condone nor will it accept work submitted to obtain credit which was produced through cheating or plagiarism.

(a) For a first offense the assignment, test, exam, paper, project or other work involved will be awarded a grade of zero to be incorporated into the calculation of the final grade.

(b) For a second offense, the student will be required to withdraw from the course.

(c) For any further offense, the student will be required to withdraw from the college.

(d) A record of the foregoing will be kept in the student’s official record.

(e) Depending on the nature of the offense, steps (a) and/or (b) above may be by-passed, following consultation of instructor, School Chair, Dean and/or Registrar.

PRIOR LEARNING ASSESSMENT

Prior Learning Assessment and Recognition (PLAR) is assessment by valid and reliable means, and by qualified specialists, of what has been learned through non-formal education/training or experience. Such learning may be eligible for advanced standing or credit in a course or program offered by Selkirk College.

The assessment of individuals’ knowledge, skills and experience enables individuals to gain recognition and credit for what they already know and can do. The goal is to improve access to post secondary education and to recognize non-traditional ways of learning.

It is important to recognize that the key to PLAR is the learning which has occurred: not the experience itself. Applicants are guided and assisted through the process. There is a requirement to produce documentation of evidence of learning that meets the criteria for the course or program. Normal course fees apply.

Contact the appropriate School Chair for more information about Prior Learning Assessment and Recognition.

GRADING SYSTEMS

Student evaluation is based on the following letter grade and grade point values:

Letter Grade	Grade Point Value
A+	4.00
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
P	1.00
F	0.00
DNW	Did not withdraw 0.00
W	Withdrawal
AU	Audit
I	Incomplete
CRG	Credit Granted (CR)
CIP	Course in Progress
NCG	No Credit Granted(NC)
AAV	Outstanding or Above Average
COM	Complete

AAV, COM, I, W, CRG, and AU are not awarded a grade point value. An “I” grade requires additional work by the student. “W” indicates voluntary withdrawal from a course. The grade point average (GPA) is derived from the sum of the grade points earned multiplied by the number of credits and divided by the number of credit hours taken. Grades will be mailed by special request only. Official transcript request forms are available from the Admissions and Records office.

STUDENT APPEALS

A student who is dissatisfied with the final grade awarded in any course may appeal within **five working days** of receiving the grade. (See Student Appeals Policy B3007)

The following sequence should be followed:

- contact the course instructor in writing within five working days.
- contact the School Chair in writing within five working days.
- contact the Dean in writing within five working days.

If the issue has not been resolved, the student may then choose to:

- appeal to the Student Appeals Committee by contacting the College Registrar within two working days.
- from the date of official notification regarding

probation, dismissal or exclusion from college course(s) or programs, a student has five working days to notify the Registrar, in writing, of intent to appeal the colleges decision.

A student ombudsperson may be available to help in the appeal process.

PROMOTION AND PROBATION

PROMOTION

To be eligible to continue studies in subsequent semesters, students must obtain minimum GPA’s defined in program policies approved by the Admissions and Standards Committee.

“P” grade is the minimum pass standing for credit and is not normally sufficient standing to serve as prerequisite for subsequent courses in the same subject area.

PROBATION

A student may be placed on probation for academic or behavioural reasons as outlined in specific departmental policies. Students may appeal a grade or other decisions by following the student appeals procedure.

TRANSCRIPTS OF MARKS

Upon receipt of a written request by the student, the Admissions and Records office will mail an official transcript directly to an institution, agency, or employer named in the request. The transcript will show the student’s complete academic record (including GPA) at Selkirk College. **Transcripts may take up to one week to process.** A fee of \$5.00 is charged for this service. Fees must be paid in advance of mailing. Transcript Request Forms are available from the Admissions and Records office or on-line at <http://selkirk.ca/students/transcript-requests/>.

All obligations relating to fees, library books, rentals or borrowed equipment must be met before any official transcripts or credentials will be released.

COURSE CHALLENGE

See section on Prior Learning Assessment and Recognition.

09/10

program listings

**FOR LATEST INFORMATION
VISIT SELKIRK.CA**

DISTANCE/ONLINE LEARNING

MULTIPLE MODES OF DELIVERY

Do you live too far away from a Selkirk College campus to take advantage of our many courses and programs? Are you already working and simply don't have time to take that course to help you in your job or provide you with additional skills and knowledge to get another you would enjoy more? Why not think about an alternative method of meeting your educational goals. Selkirk College offers flexible learning opportunities via distance. A number of our programs and courses are delivered via the Internet, by traditional, paper-based distance education or a combination of both.

Courses delivered via the Internet help meet the needs of busy people by providing flexibility and control of the learning situation. Timelines are important; students have the opportunity to schedule their time for learning around work demands, raising a family and other priorities. An internet connection and email are essential for meaningful interaction with the instructor and classmates. Choose to learn where you're at.

Online learning is unlike the traditional classroom setting. With the freedom and flexibility of the online environment comes responsibility. The online process takes a real commitment and discipline to remain engaged in your learning. To find out if online learning might be a fit for you, we encourage you to visit <http://selkirk.ca/programs/distance-learning/>



kootenay school of the arts

AT SELKIRK COLLEGE

Kootenay School of the Arts at Selkirk College (KSA) is dedicated to graduating students who have the skills to make a living through their professions in art, craft and design. The practical application of creativity, skill, and business sense prepares our students for the competitive cultural marketplace. Small class sizes, instructors who are working artists, and after-hours studio access contribute to KSA's goal of attaining excellence as a leader in craft and design education.

CLAY STUDIO

2-year diploma program

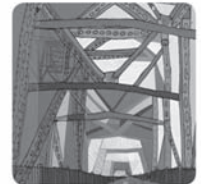
Students will be introduced to a wide variety of technical, critical, aesthetic and historical topics with the emphasis of the program being on skill development.



FIBRE STUDIO

2-year diploma program

Traditional and contemporary textile practices co-exist with strong emphasis placed on developing innovative technical skills. The studio is moving towards better ecological choices with the increasing usage of natural dyes and pigments.



JEWELLERY & SMALL OBJECT DESIGN STUDIO

2-year diploma program

Students develop a high level of design and fabrication skills necessary for jewellery and small-scale metalsmithing while being supported to explore their own concepts and artistic expression.



METAL STUDIO

1-year certificate program

Through studio, foundry and forge demonstrations, discussions and exercises, students learn to conceptualize and produce work in both ferrous and non-ferrous metals.



*Ceramic art: Caroline Dance, Julie MacKinnon, Timothy Niebergall.
Fibre art: Anna Heywood Jones, Geraldine Finch, Meghan Dauphinee.
Jewellery & Small Object Design art: Jessie Senecal, Karen Bullaro, Laura Parr.
Metal art: Simon Martel, Lacia Vogel, Chris Shannon.*

KOOTENAY SCHOOL OF THE ARTS - CLAY

TWO YEAR DIPLOMA AT KOOTENAY SCHOOL OF THE ARTS CAMPUS, NELSON

Program Summary

2009

- September 8 - Program begins
- December 18 - Winter break

2010

- January 4 - Programs continues
- April 16 - Program ends

Clay work exemplifies the human ability to be creative, even with such a basic earthen material. Knowledge of this art form, progressing from the earliest recorded history to current high tech analysis, offers the modern clay worker access to a wealth of skills and information.

Full time students can expect 27-30 hours per week in lecture and studio.

Program Objectives

Throughout the clay program, students will be encouraged to explore traditional and contemporary approaches to working with clay. To address the visual experiences and to develop the physical requirements, students of Clay will be introduced to a wide variety of technical, critical, aesthetic and historical issues.

Career Potential

During the introductory studio year, students will be engaged in establishing a strong basis in the processes of clay. The second studio year is composed of specific study areas to be applied to designing and producing a professional body of work.

Throughout the Clay program, instructors will place particular emphasis on preparing students to work as independent artists and craftspeople.

Course Descriptions

KSA 099 ORIENTATION KSA

An introduction to the KSA campus, health and safety policies, and the three studios in the Diploma program (Clay, Fibre, and Jewellery and Small Object Design).

Course of Studies

Translation Key:

* Lec = Lecture Hours per week;

* Lab = Lab Hours per week;

Course	Name	Lec	Lab
	Term 1		
KSA 099 KSA 099	Orientation	27	0
KSA 099 KSA 099	Second Studio Choice	3	3
CL 101	Clay Studio	3	3
CL 105	Surface Treatment I	3	3
CL 107	Wheel Thrown Production I	3	3
CH 103	Craft and Design History	3	0
DE 105	Design: Basic Visual Language I	3	3
DR 101	Introduction to Drawing I	3	3
	Total:	48	18

Course	Name	Lec	Lab
	Term 2		
CL 106	Studio Craft History	3	0
CL 108	Wheel Thrown Production II	3	3
CL 110	Handbuilt Production I	3	3
DE 106	Design: Basic Visual Language II	3	3
DR 102	Introduction to Drawing II	3	3
	Total:	15	12

Course	Name	Lec	Lab
	Term 3		
CL 209	Glaze Technology	3	3
CL 211	Wheel Thrown Production III	3	3
CL 213	2nd Year Clay Studio I	3	3
CL 217	Surface Treatment II	3	3
PP 201	Professional Practices I	3	0
	Total:	15	12

Course	Name	Lec	Lab
	Term 4		
CL 210	Kiln Technology	3	3
CL 212	Handbuilt Production II	3	3
CL 218	2nd Year Clay Studio II	3	3
CL 220	Clay Issues and Ideas	3	3
PP 204	Professional Practices II	3	0
	Total:	15	12

CL 101 CLAY STUDIO

An introduction to Ceramic processes, with the main activity being an introduction to wheel work.

CL 105 SURFACE TREATMENT I

This course will introduce ceramic materials and methods to enhance the surface design. The

student will develop skills in formulating and applying glazes and slips, and learn kiln operations and firing techniques for diverse decorative results.

CL 107 WHEEL THROWN PRODUCTION I

The emphasis of this course is on expanding wheel throwing skills in the refinement of the techniques, the standards and the design elements that are essential in producing high quality handcrafted pottery.

CH 103 CRAFT AND DESIGN HISTORY

The Craft and Design History course is a survey of human culture, expression and object making.

It explores the concepts, materials, processes and theories which give students an historical context for their work in craft.

DE 105 DESIGN: BASIC VISUAL LANGUAGE I

Students will engage in a series of projects that address the fundamental principles and elements of design and explore a variety of materials and approaches. There will be an emphasis on creative problem solving and critical analysis skills that encompass formal design concerns, while students develop individual ideas and aesthetics. Concepts and skills addressed in this course are applicable to all studio areas.

DR 101 INTRODUCTION TO DRAWING I

This is a basic drawing course designed to give the student a solid background and experience in the fundamentals of drawing as visual communication and to establish drawing technique. Through exercises and assignments, the student will learn to record a concept and use drawing as a tool to manipulate, develop, illustrate and refine those concepts.

CL 106 STUDIO CRAFT HISTORY

This course consists of a series of seminars and lectures designed to expand the student's knowledge of ceramic history, philosophy and values as they concern the present day craftsman.

CL 108 WHEEL THROWN PRODUCTION II

The emphasis of this course will be on expanding wheel throwing skills in the refinement of the techniques, the standards and the design elements that are essential in producing high quality handcrafted pottery.

CL 110 HANDBUILT PRODUCTION I

The focus of this course is on developing clay hand building skills. Traditional and contemporary techniques will be applied to develop creative product design.

DE 106 DESIGN: BASIC VISUAL LANGUAGE II

This course expands upon the visual communication skills covered in DE 105 with an added emphasis on three-dimensional form. Students will continue to explore ideas and materials and, where applicable, will include techniques and processes learned in their studio areas. With some projects, a collaborative approach will be encouraged, as this is commonplace in the art, craft, and design world. Critiques will continue to be an important part of the design process.

DR 102 INTRODUCTION TO DRAWING II

This is a continuation of DR 101. In addition to continued work on fundamental drawing skills, students will learn to communicate a concept or finished product idea. Students will be introduced to color application and basic illustration.

CL 209 GLAZE TECHNOLOGY

Broad introduction to working with glaze, practical hands on use of all materials in the glaze room with weekly reading and discussions of basic glaze theory.

CL 211 WHEEL THROWN PRODUCTION III

Presentation of techniques, values, philosophies and aesthetics related to studio production.

CL 213 2ND YEAR CLAY STUDIO I

Students work on projects in series that assist students in developing technical skills, with weekly critiques that help students develop the ability to talk about their work.

CL 217 SURFACE TREATMENT II

Exploration of different methods and materials used to enhance ceramic surface.

PP 201 PROFESSIONAL PRACTICES I

This course provides information to assist the emerging artist, craftsman, or designer to develop a career as a professional practitioner. A variety of approaches will cover three broad areas of study: management, business, and marketing.

CL 210 KILN TECHNOLOGY

This course will extend the students' kiln knowledge into kiln science, history, design and construction through experience in firing principles, safe kiln operation and kiln maintenance projects.

CL 212 HANDBUILT PRODUCTION II

The skills and techniques emphasized in the course will be concentrated on establishing individual, innovative and marketable hand built products for both limited and volume studio specific production.

CL 218 2ND YEAR CLAY STUDIO II

Students will explore principles of form and develop a personal vocabulary in clay while fulfilling projects contracted with instructors. Emphasis will be placed on achieving high quality and creativity through a process of critique.

CL 220 CLAY ISSUES AND IDEAS

Through lectures, slides and discussions, this course emphasizes the identification of concepts, movements, technologies and directions related to articulating an aesthetic motive in clay practice.

PP 204 PROFESSIONAL PRACTICES II

Is designed to augment the ideas introduced in PP 201 Professional Practices I by providing students with practical applications of marketing skills.

Contacts

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KOOTENAY SCHOOL OF THE ARTS - FIBRE

TWO YEAR DIPLOMA AT KOOTENAY SCHOOL OF THE ARTS CAMPUS, NELSON

Program Summary

2009

- September 8 - Program begins
- December 18 - Winter break

2010

- January 4 - Programs continues
- April 16 - Program ends

The two-year diploma program is designed to provide a high quality learning environment to prepare graduates for their pursuit of a career as studio practitioners. The first year serves as the foundation, giving students a strong grounding in hands-on processes. The students will work with diverse materials building a tactile as well as a visual language. The second year program offers students exposure to a deeper level of study and understanding of contemporary design for fibre/textile processes. Through advanced techniques and theories and personally directed work, students begin to develop a signature and start to put into practice professional marketing strategies.

Full time students can expect 27-30 hours per week in lecture and studio.

Program Objectives

In the Fibre studio, traditional and contemporary practices co-exist with explorations in a diverse variety of techniques and materials in both two and three-dimensional contexts. This technical hands-on education is balanced with a thorough exposure to contemporary philosophy and ideas.

Career Potential

The two-year diploma program is designed to provide a high quality learning environment to prepare graduates for their pursuit of a career as studio practitioners. The first year serves as the foundation, giving students a strong grounding in hands-on processes. The students will work with diverse materials building a tactile as well as a visual language. The second year program offers students exposure to a deeper level of study and understanding of contemporary design for fibre/textile processes. Through advanced techniques and theories and personally directed work, students begin to develop a signature and start to put into practice professional marketing strategies.

Course of Studies

Translation Key:

* Lec = Lecture Hours per week;

* Lab = Lab Hours per week;

Course	Name	Lec	Lab
Term 1			
CH 103	Craft and Design History	3	0
DE 105	Design: Basic Visual Language I	3	3
DR 101	Introduction to Drawing I	3	3
FI 099	Orientation / Second Studio Choice	3	3
FI 103	Introduction to Surface Design	3	3
FI 105	Dye Technology and Colour Theory	3	3
FI 125	Fabric Construction and Design I	3	3
Total:		21	18

Course	Name	Lec	Lab
Term 2			
DE 106	Design: Basic VL 11	3	3
DR 102	Introduction to Drawing II	3	3
FI 106	Studio Craft History	3	0
FI 108	Loom Weaving	3	3
FI 124	Felt: Textile Pattern and Design	3	3
FI 216	Advanced Detailing and Finishing Techniques	0	0
Total:		15	12

Course	Name	Lec	Lab
Term 3			
FI 205	Pattern Drafting and Clothing Design	3	3
FI 207	Cloth Processes	3	3
FI 211	Design for Production	3	3
PP 201	Professional Practices I	3	0
Total:		12	9

Course	Name	Lec	Lab
Term 4			
FI 204	Contemporary Fibre	3	3
FI 206	Second Year Studio	6	3
FI 208	Professional Development	3	3
PP 204	Professional Practices II	3	0
Total:		15	9

Course Descriptions

KSA 099 **ORIENTATION KSA**

An introduction to the KSA campus, health and safety policies, and the three studios in the Diploma program (Clay, Fibre, and Jewellery and Small Object Design).

DR 102 **INTRODUCTION TO DRAWING II**

This is a continuation of DR 101. In addition to continued work on fundamental drawing skills, students will learn to communicate a concept or finished product idea. Students will be introduced to color application and basic illustration.

FI 205 **PATTERN DRAFTING AND CLOTHING DESIGN**

Pattern drafting, draping and design, and styling on the mannequin for ready-to-wear and wearable art clothing and accessories will be undertaken. Emphasis will be on the design and construction of patterns for costume, fashion and wearable art.

FI 207 **CLOTH PROCESSES**

This class will focus upon silkscreen printing on cellulose fibres with various stencils including photo emulsion. Several printing techniques will be introduced such as: discharge dyeing, registration repeat printing, printing with mordants and devore.

FI 209 **ADVANCED TECHNIQUES**

This course will extend the students knowledge and experience through advanced fibre techniques and processes. This course may include workshops led by visiting artists.

FI 211 **DESIGN FOR PRODUCTION**

Students will choose a medium or media and techniques learned during the two-year program to date. Each student will then relate chosen media and techniques to their method of production. They will develop a limited product line, which will be designed and produced with the Toronto One of a Kind Show in mind. Emphasis is on design, function contemporary application, craftsmanship, feasibility and professional practices.

PP 201 **PROFESSIONAL PRACTICES I**

This course provides information to assist the emerging artist, craftsperson, or designer to develop a career as a professional practitioner. A variety of approaches will cover three broad areas of study: management, business, and marketing.

FI 204 **CONTEMPORARY FIBRE**

Contemporary fibre and mixed media applications will be explored in two- and three-dimensional works. Contemporary applications and constructions in fibre are investigated through the use of new and familiar materials.

FI 206 **SECOND YEAR STUDIO**

The student will meet contract commitments in the development of a body of work consisting of limited production lines and one-of-a-kind contemporary fibre objects. Individual growth in the creative process and in the continued development of a personal vocabulary and signature will be fostered.

FI 208 **PROFESSIONAL DEVELOPMENT**

This course will employ practical applications for production, autonomous commissions, the client relationship, studio economics and marketing specific to fibre. Professional research, creative problem solving and addressing contemporary craft and design issues will ready the student for a career in fibre/textiles.

PP 204 **PROFESSIONAL PRACTICES II**

Is designed to augment the ideas introduced in PP 201 Professional Practices I by providing students with practical applications of marketing skills.

**FOR LATEST INFORMATION
VISIT SELKIRK.CA**

Contacts

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KOOTENAY SCHOOL OF THE ARTS - JEWELLERY AND SMALL OBJECT DESIGN

TWO YEAR DIPLOMA AT KOOTENAY SCHOOL OF THE ARTS CAMPUS, NELSON

Program Summary

2009

- September 8 - Program begins
- December 18 - Winter break

2010

- January 4 - Programs continues
- April 16 - Program ends

The desire to decorate ourselves, our utensils and our living spaces has been common to all cultures since prehistoric times. In this program, students will examine this concept through discussions, demonstrations and projects which will include the use of both traditional and non-traditional processes and materials.

Full time students can expect 27-30 hours per week in lecture and studio.

Course Descriptions

KSA 099 ORIENTATION KSA

An introduction to the KSA campus, health and safety policies, and the three studios in the Diploma program (Clay, Fibre, and Jewellery and Small Object Design).

JE 099 ORIENTATION / SECOND STUDIO CHOICE

Students take 1.5 credits for seven weeks in a second studio of their choice.

JE 103 INTRODUCTION TO JEWELLERY I

In this course students will be introduced to contemporary trends in jewellery and small-scale metalwork through lectures, demonstrations, samples, projects and group discussions. Assignments will introduce basic hand and construction skills to students with an emphasis placed on personal health and safety in the studio.

JE 105 INTRODUCTION TO JEWELLERY I

In this course, students will further develop introductory jewellery skills through lectures, demonstrations, samples, projects and group discussions. Assignments will continue to develop basic jewellery construction skills with emphasis placed on personal health and safety and safe use of studio tools and equipment. Emphasis will be placed on design exploration, the quality of the finished projects, and class participation.

Course of Studies

Translation Key:

* Lec = Lecture Hours per week;

* Lab = Lab Hours per week;

Course	Name	Lec	Lab
	Term 1		
KSA 099	KSA 099 Orientation	0	0
JE 099	Second Studio Choice	3	3
JE 103	Introduction to Jewellery I	3	3
JE 105	Introduction to Jewellery I	6	6
CH 103	Craft and Design History	3	0
DE 105	Design: Basic Visual Language I	3	3
DR 101	Introduction to Drawing I	3	3
	Total:	21	18

Course	Name	Lec	Lab
	Term 2		
JE 106	Studio Craft History	3	0
JE 108	Introduction to Casting	3	3
JE 110	Jewellery Construction	3	3
DE 106	Design: Basic Visual Language II	3	3
DR 102	Introduction to Drawing II	3	3
	Total:	15	12

Course	Name	Lec	Lab
	Term 3		
JE 215	Jewellery Design Process	3	3
JE 217	Findings	3	3
JE 219	Production Line	3	3
JE 221	Gemology	3	3
JE 223	Gem Setting	3	3
JE 225	Raising	3	3
JE 227	Forming	3	3
PP 201	Professional Practices I	3	0
	Total:	24	21

Course	Name	Lec	Lab
	Term 4		
JE 208	Design Process	3	3
JE 210	Professional Development	3	3
JE 212	Second Year Studio	6	3
PP 204	Professional Practices II	3	0
	Total:	15	9

CH 103 CRAFT AND DESIGN HISTORY

The Craft and Design History course is a survey of human culture, expression and object making. It explores the concepts, materials, processes and theories which give students an historical context for their work in craft.

DE 105 DESIGN: BASIC VISUAL LANGUAGE I

Students will engage in a series of projects that address the fundamental principles and elements of design and explore a variety of materials and approaches. There will be an emphasis on creative problem solving and critical analysis skills that

encompass formal design concerns, while students develop individual ideas and aesthetics. Concepts and skills addressed in this course are applicable to all studio areas.

DR 101 INTRODUCTION TO DRAWING I

This is a basic drawing course designed to give the student a solid background and experience in the fundamentals of drawing as visual communication and to establish drawing technique. Through exercises and assignments, the student will learn to record a concept and use drawing as a tool to manipulate, develop, illustrate and refine those concepts.

JE 106 STUDIO CRAFT HISTORY

This course consists of a series of seminars and lectures designed to expand the student's knowledge of jewellery history, and contemporary ideas and philosophy as they concern the present day crafts person.

JE 108 INTRODUCTION TO CASTING

Students will be introduced to casting techniques which will include direct mould and lost wax investment mould casting.

JE 110 JEWELLERY CONSTRUCTION

This course introduces basic and intermediate gemstone setting and hollow construction. Emphasis will be placed on design exploration, the quality of the finished projects, and class participation.

DE 106 DESIGN: BASIC VISUAL LANGUAGE II

This course expands upon the visual communication skills covered in DE 105 with an added emphasis on three-dimensional form. Students will continue to explore ideas and materials and, where applicable, will include techniques and processes learned in their studio areas. With some projects, a collaborative approach will be encouraged, as this is commonplace in the art, craft, and design world. Critiques will continue to be an important part of the design process.

DR 102 INTRODUCTION TO DRAWING II

This is a continuation of DR 101. In addition to continued work on fundamental drawing skills, students will learn to communicate a concept or finished product idea. Students will be introduced to color application and basic illustration.

JE 215 JEWELLERY DESIGN PROCESS

In this course, design elements will be reviewed and related directly to the design of jewellery through a series of exercises.

JE 217 FINDINGS

This course introduces technical components to the students which have specific functions in jewellery design. Emphasis will be placed on the incorporation of findings into the design of jewellery and solving mechanism challenges.

JE 219 PRODUCTION LINE

This course introduces concepts associated with the design, development and creation of an introductory jewellery production line appropriate for a small scale studio.

JE 221 GEMOLOGY

This course introduces concepts associated with the practical use of gemstones in the designing and fabricating of jewellery. Practical considerations such as the visual and physical properties of gemstones will be discussed.

JE 223 GEM SETTING

Through a series of demonstrations and projects, the Gem Setting course introduces concepts associated with the practical use of faceted gemstones in the design and fabrication of jewellery.

JE 225 RAISING

Through lectures, demonstrations and assigned projects, the Raising course introduces concepts associated with the forming of metal utilizing introductory silversmithing techniques such as sinking, raising, planishing, repousse and chasing.

JE 227 FORMING

The purpose of Anticlastic and Synclastic Forming is to introduce the students to the fundamentals behind a very dynamic method of metal forming. Anticlastic and Synclastic forming finds applications in jewellery, small and large scale sculptures.

PP 201 PROFESSIONAL PRACTICES I

This course provides information to assist the emerging artist, crafts person, or designer to develop a career as a professional practitioner. A variety of approaches will cover three broad areas of study: management, business, and marketing.

PP 201 PROFESSIONAL PRACTICES I

This course provides information to assist the emerging artist, crafts person, or designer to develop a career as a professional practitioner. A variety of approaches will cover three broad areas of study: management, business, and marketing.

JE 208 DESIGN PROCESS

This course will complement the technical skills being learned and refined in other second year Jewellery and Small Object Design courses by researching, presenting and discussing issues and theories surrounding jewellery design, including designing in series.

JE 210 PROFESSIONAL DEVELOPMENT

Students will be introduced to procedures for application to jewellery competitions, exhibitions and trade shows through lectures, group discussions and completion of application materials as required for two competitions/juries.

JE 212 SECOND YEAR STUDIO

Students develop their design, time management and fabrication skills through the production of a body of work that will be used as the basis for the graduation exhibition. Emphasis will be on creativity and the demonstration of the students'

PP 204 PROFESSIONAL PRACTICES II

Is designed to augment the ideas introduced in PP 201 Professional Practices I by providing students with practical applications of marketing skills.

Contacts

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KOOTENAY SCHOOL OF THE ARTS - METAL

ONE YEAR CERTIFICATE AT KOOTENAY SCHOOL OF THE ARTS CAMPUS, NELSON

Program Summary

2009

- September 8 - Program begins
- December 18 - Winter break

2010

- January 4 - Programs continues
- April 16 - Program ends

This long-standing program has been re-designed to a one-year, intensive certificate program. It is designed to give students the opportunity to explore personal expression in metal while gaining the discipline necessary to succeed in the metal marketplace.

Full time students can expect 27-30 hours per week in lecture and studio.

Program Objectives

The Metal studio introduces students to welded forms, forge work and metal casting. Through studio, forge and foundry demonstrations, discussions and exercises, students learn to design, draw and produce work in both ferrous and non-ferrous metals.

Emphasis is on developing techniques and using appropriate tools safely. With the use MIG, TIG, arc, and oxy-acetylene welders and plasma cutting, students will learn how to create functional and non-functional welded forms. At the forge and anvil, students use repetitive practice to master age-old techniques and to gain control and confidence as they move toward production of traditional and contemporary ironwork. Foundry projects lead students through the design and development of molds and patterns for cast, both for sculptural forms and studio production, and the pouring of molten metal.

Career Potential

The program is organized in two distinct components: blacksmithing, offered September through December; and metal casting, offered January through April. Students who are unable to attend school for a full eight-month period, or students whose interest is limited to either blacksmithing or metal casting, may register for a four-month term only, subject to seat availability.

Course of Studies

Translation Key:

* Lec = Lecture Hours per week;

* Lab = Lab Hours per week;

Course	Name	Lec	Lab
	Term 1		
ME 121	Introduction to Metal Studio	12	12
ME 123	Introduction to Welded Forms	12	12
ME 125	Design for Fab/Blacksmithing	3	3
ME 127	Blacksmithing Fundamentals	12	12
ME 129	Advanced Techniques	12	12
ME 131	Production Processes	12	12
	Total:	63	63

Course	Name	Lec	Lab
	Term 2		
ME 120	Pattern Casting	12	12
ME 122	Design for Casting	2	4
ME 124	Introduction to Bronze Casting	12	12
ME 126	Advanced Bronze Casting	12	12
	Total:	38	40

Course Descriptions

ME 121 INTRODUCTION TO METAL STUDIO

This one-week component of the metal program will introduce students to the basic and safe use of the MIG, the oxygen and acetylene, and the Arc welders. Students will also be introduced to the basic and safe use of the plasma cutter. Safe set-up and shut down will be emphasized. Samples of each procedure will be made to initiate the practice cycle necessary to master each technique.

ME 123 INTRODUCTION TO WELDED FORMS

This one-week component of the metal program will introduce students to the basic and safe use of each type of welders at this stage, including the MIG and the oxygen and acetylene welders. Students will also be introduced to the basic and safe use of the plasma cutter. Safe set-up and shut down will be emphasized. Samples of each procedure will be made to initiate the practice cycle necessary to master each technique.

ME 125 DESIGN FOR FAB/BLACKSMITHING

This course provides students with knowledge, skills, and experience in four areas: drawing, design, professional practices, and metal craft history. The course complements student's studio skills by providing technique and practice in their drawing and design work. The craft history component offers perspective and inspiration from

both historical and contemporary sources, and the opportunity to incorporate this knowledge in practical studio practice.

ME 127 BLACKSMITHING FUNDAMENTALS

The Blacksmithing Fundamentals course develops students' ability to manipulate hot steel with hammer and anvil. Following instructor demonstration and discussion, students will practice a variety of basic smithing techniques. Emphasis is on hammer control, proper tool use and how to apply knowledge gained to simple projects safely and effectively.

ME 129 ADVANCED TECHNIQUES

A four-week course which introduces students to a broader range of Blacksmithing skills and techniques. Built on a strong foundation of blacksmithing fundamentals, students' ability to conceptualize and create advanced forms will be increased through tool making and creative problem solving.

ME 131 PRODUCTION PROCESSES

This three-week component of the metal program will introduce students to jig and die making. Combined with previous advanced skills already honed, students will design and execute a short production run of ornamental metal art.

ME 120 PATTERN CASTING

Is an eight-week component of a one-year intensive metal studio certificate program. This course will teach students design, foundry pattern making and foundry sand casting.

ME 122 DESIGN FOR CASTING

Students will create drawings and clay positives for applications towards bronze casting ideas that they will finish in the studio. They will be assigned projects that will be guided by the instructor along the way, i.e. Practicality, ease of moulding and casting, marketability etc.

ME 124 INTRODUCTION TO BRONZE CASTING

For three in a half weeks, students will be introduced to the various processes involved in bronze casting. They will learn how to realize their projects from the conception stage to finished bronzes.

ME 126 ADVANCED BRONZE CASTING

For the last three in a half weeks of the seven weeks total of bronze casting, students will learn more advanced methods of sculpting, mould making and metal finishing. They will also learn the professional side of the bronze casting world from the perspective of an artist such as using foundries, galleries and marketing their work.

Contacts

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**FOR LATEST INFORMATION
VISIT SELKIRK.CA**



adult basic education

AT SELKIRK COLLEGE

Our Adult Basic Education (ABE) program is designed with the adult learner in mind. Our faculty will help you reach your personal goals in a friendly, supportive and relaxed atmosphere. Whether you are interested in upgrading your current skills, looking beyond to post-secondary studies, or starting your new business, Selkirk's ABE faculty will help you succeed. Books are supplied and tuition is FREE.

AREAS OF STUDY AND SUPPORT

- Improving or upgrading reading, writing, spelling, math, science, computer skills and more
- Completing specific courses including algebra, physics, biology, chemistry and English for entry into post-secondary programs
- Completing Grades 10 - 12 to earn an Adult Dogwood Diploma or GED equivalency
- Arranging for a literacy tutor
- Preparing for a trade or career program
- Preparing to enter the work force or start a business
- Assessing your present skills and aptitudes
- Receiving support with difficult concepts and receiving feedback on your work
- Receiving support with online or Distance Education courses
- Preparing for the LPI or GED exam
- Improving study, communication, interpersonal and team working skills

We also offer special programs in Adult Special Education (Transitional Training), English as a Second Language (ESL) and Adult Literacy.



PERSONAL CHOICES

- Take a course led by an instructor or study at your own pace with one-on-one support
- Take one course at a time or take several at once
- Choose when you want to begin (many courses can be started anytime throughout the semester) and choose the hours that suit your schedule (day and evening classes available)

GETTING STARTED

For more information or to arrange for a meeting to discuss your goals and timelines, contact any of the following campuses at a convenient location near you:

- Castlegar 250.365.7292 | 888.953.1133
- Grand Forks 250.442.2704
- Kaslo 250.353.2618
- Nakusp 250.265.3640
- Nelson 250.352.6601 | 866.301.6601
- Trail 250.368.5236

SCHOOL OF ADULT BASIC EDUCATION AND TRANSITIONAL TRAINING

ADULT BASIC EDUCATION, THE BC ADULT GRADUATION DIPLOMA AT CASTLEGAR CAMPUS, GRAND FORKS CAMPUS, KASLO CAMPUS, NAKUSP CAMPUS, SILVER KING CAMPUS, NELSON AND TRAIL CAMPUS

Program Summary

Many of our Adult Basic Education (ABE) courses are college upgrading courses equivalent to those of the Grade 10, 11 or 12 levels in the K-12 system. Students may take the specific courses they need as prerequisites for entry to post-secondary studies or they may take all the courses necessary for a level completion up to and including the BC Adult Graduation Diploma (Adult Dogwood, see below).

English as a Second Language (EASL) courses can help individuals who do not speak English become fluent in both written and conversational English, and are available on an individualized basis on most campuses.

Adult Special Education (Transitional Training or TT) is for adults with special needs or disabilities so that they may move to independent living or prepare for the world of work. It is available at Nelson, Trail, Grand Forks and Castlegar.

Selkirk College also works with a community partner, the Columbia Basin Alliance for Literacy to deliver Adult Literacy Programs in all six communities.

Program Objectives

Adult Basic Education at Selkirk College is designed to allow mature students to develop academic skills, personal management skills and teamwork skills for use in the labour force, in further academic training and in their communities. Offerings range from fundamental skill levels to the equivalent of Grade 12 completion. Students may also prepare to write the General Education Diploma (GED) examinations or the Language Proficiency Index (LPI) exam. Adult Basic Education classes are held on Grand Forks, Trail, Castlegar and Silver King (Nelson) campuses as well as in the College's Adult Learning Centres in Nakusp and Kaslo.

Adult Basic Education is student-centred and makes every effort to accommodate students' individual learning needs. When learners require specific skills development rather than complete course credit, ABE staff are able to design an individual learning plan that builds these specific skills in reading, writing, math, or computer literacy.

In the Adult Learning Centres, courses are offered from September to April. These courses are individualized, allowing students to work at their own speed. Flexible timetabling allows most students to choose their class times. On the

Course of Studies

Course	Name
	Term 1
CPST 02	Computer Studies - Fundamental
EASL 01	English as a second language - Fundamental
EASL 02	English as a second language - Fundamental/Intermediate
EASL 03	English as a second language - Fundamental/Advanced
EDCP 02	College Success
LASK 01	Learning and Study Skills (English) - Fundamental
LASK 02	Learning and Study Skills (English) - Fundamental
LASK 03	Learning and Study Skills (English) - Fundamental Level
MATH 01	Mathematics - Fundamental Level
MATH 02	Mathematics - Fundamental Level
MATH 03	Mathematics - Fundamental
RSS 01	Reading and Study Skills (English) - Fundamental
RSS 02	Reading and Study Skills (English) - Fundamental
RSS 03	Reading and Study Skills (English) - Fundamental

Course	Name
	Term 2
CHEM 49	Chemistry - Intermediate
CPST 10	Computer Studies - Intermediate
DIST 10	Distance Education Tutorial - Intermediate
EASL 049	English as a second language - Intermediate
ENGL 10	English - Intermediate
ENGT 10	English Tutorial - Intermediate
GEDT 10	GED Tutorial
MATH 10	Intermediate Mathematics
MATH 49	Introductory Algebra
MST 10	Math and Science Tutorial - Intermediate
RSS 27	Reading and Study Skills- Intermediate
SCIE 10	Science - Intermediate
SOST 10	Social Studies - Intermediate

Course	Name
	Term 3
BIOL 050	Introduction to Biology I
CHEM 050	Basic Principles of Chemistry
CPST 50	Computer Studies - Advanced
DIST 50	Distance Education Tutorial - Provincial
EASL 50	English as a second language - Advanced
ENGL 50	English - Advanced
ENGT 50	English Tutorial - Advanced
MATH 23	Applied Mathematics- Advanced
MATH 50	Algebra and Trigonometry I
PHYS 50	Basic Principles of Physics
SOSC 50	Advanced Level Social Studies - Global Issues of Culture and Geography

Course	Name
	Term 4
BIOL 051	Introduction to Biology II
CHEM 51	Chemistry - Provincial Level
CPST 51	Computer Studies - Provincial
ENGL 51	Canadian Literature - Provincial
ENGL 53	British Literature - Provincial
ENGL 55	Provincial Level English: Introduction to Business and Technical Communication
ENGT 51	English Tutorial - Provincial
HIST 51	History - Provincial
MATH 51	Algebra and Trigonometry II
MST 50	Math and Science Tutorial - Advanced
MST 51	Math and Science Tutorial - Provincial
PHYS 51	Physics - Provincial
SOSC 51	Provincial Level Social Sciences

larger campuses, courses generally run for a longer period of time with many courses at regularly scheduled times. The Silver King Campus in Nelson has a summer semester beginning in early May and ending in August. On the Castlegar Campus, ABE provides upgrading to the Intermediate Level (Grade 10 equivalency) only and Grade 11 and 12 equivalent level courses are offered through University Arts and Sciences – College Preparatory program.

Note: Not all courses or programs are available at all centres or on all campuses.

Counselling is available to help you make the best course choices based on your individual needs.

THESE COURSES ARE TUITION FREE. BOOKS ARE PROVIDED ON A LOAN BASIS. NELSON AND CASTLEGAR STUDENTS ALSO PAY STUDENT UNION FEES.

Admission Requirements

Admission to Adult Basic Education courses is open to anyone who meets the following requirements:

- **Fully Qualified Students** must be 19 years of age or over at the time of registration and must be considered by the instructor to be capable of succeeding in college courses.
- **Partially Qualified Students** under 19 years of age must have the written recommendation of a secondary school principal and the instructor must be satisfied that students can perform in an adult environment.

Notes:

- All applicants will file a Selkirk College application form.
- Be interviewed and given placement tests before being registered.
- Admission may be restricted by space limitations. Please check with the instructors at each ABE Centre to determine availability.

Evening Upgrading

Most centres (except Castlegar) provide some evening class hours.

Course Levels

ABE FUNDAMENTAL

These courses are designed to help adults with upgrading to the end of Grade 9. Students work on independent programs and may choose the subject area and hours per week of class. Instruction is available in reading, writing, spelling, science, computer skills and mathematics.

ABE INTERMEDIATE

The courses at this level help adults upgrade to Grade 10 equivalence. Instruction is available in English, Mathematics, sciences, computer studies and social studies. Students may choose to take some or all of the subjects.

ABE ADVANCED

At this level, the courses are roughly equivalent to the Grade 11 level. Completing this level fulfills the requirements for entry to many trades and other college programs. Mathematics, sciences, computer studies and English courses are available in most centres.

ABE PROVINCIAL

At this level, the Ministry of Advanced Education, grants a formal, provincially recognized certificate which is the equivalent, for adults, of high school graduation. Courses at this level in mathematics, sciences, social studies, and English are available in most centres. Students may elect to take one or more courses, or work toward certification.

THE BC ADULT GRADUATION DIPLOMA: “The Adult Dogwood”

To be eligible to graduate from this program, adult students (19 years of age or over) must earn at least 20 credits in the secondary system or complete five courses in the post-secondary system. Courses and credits can be counted from either or both of the following areas:

Qualifying Courses (BOLD) total needed: 20 credits

College ABE program (*italic*) total needed: 5 courses

Language Arts 12

or A Provincial Level English or higher

4

Mathematics 11 or 12

or An Advanced or Provincial Level or higher Mathematics

4

Three Grade 12 Ministry-authorized Courses (4 credits ea)

or Three additional courses at the Provincial Level or higher

12

Social Studies 11 (4 credits) and two Grade 12 Ministry-authorized Course (4 credits ea)

or Advanced Social Sciences and two Provincial Level courses or higher

12

NOTES

- To be eligible for the Adult Graduation Diploma, a person must be 19 years or older. An 18-year-old who has been out of school for at least a year may be admitted to an adult program with approval from the enrolling institution.
- Three courses must be completed through enrollment in a course or Prior Learning Assessment after enrolling in an adult program. Prior Learning Assessment may be used to meet any of the requirements for the Adult Diploma. Prior Learning Assessment involves a variety of techniques including equivalency reviews, challenges processes and in-depth interviews.
- In the secondary system, provincial exams are optional for students in an adult program. If the student chooses not to write a provincial exam, the grade will be reported with a “Q” code. It should be noted that some post-secondary institutions may not accept examinable courses for admission purposes unless the secondary system provincial exam has been written. Any course that is authorized by either the Ministry of Education (4 credits) or the Ministry of Advanced Education as requirements for graduation may be used towards the BC Adult Graduation Diploma.

Course Descriptions

CPST 02 **COMPUTER STUDIES - FUNDAMENTAL**

Computer skills are introduced at the Fundamental level to help students gain the confidence to perform basic computer operations.

EASL 01 **ENGLISH AS A SECOND LANGUAGE - FUNDAMENTAL**

A beginning course for students who would like to speak English. Emphasis is placed on recognizing key structures in English grammar and developing listening, speaking and writing skills

EASL 01 **FUNDAMENTAL LEVEL**

A beginning course for students who would like to speak English. Emphasis is placed on recognizing key structures in English grammar and developing listening, speaking and writing skills.

EASL 015 **LEVEL 01 - HIGH BEGINNING GRAMMAR**

Students identify and practice basic grammatical structures in both written and oral form, including the simple present, past, and future verb tenses; question forms; plural and singular nouns; and time/number concepts.

EASL 016 **LEVEL 01 - HIGH BEGINNING WRITING**

Students begin to use the writing process, including generating ideas, outlining, drafting, and revising. They produce basic simple and compound sentences, standard punctuation, and identify elements of a paragraph.

EASL 017 **LEVEL 01 - HIGH BEGINNING READING**

Students develop basic vocabulary building with prefixes, suffixes and root words; use skimming and scanning techniques; and practice using a dictionary.

EASL 018 **LEVEL 01 - HIGH BEGINNING COMMUNICATIONS**

Communications is a high beginning course. Students form simple phrases and questions, report personal and factual information, use common functional words and phrases, and practice high frequency grammatical structures.

EASL 02 **ENGLISH AS A SECOND LANGUAGE - FUNDAMENTAL/INTERMEDIATE**

Emphasis in this course is placed on recognizing grammatical structure, using vocabulary and further developing speaking, listening, reading and writing skills.

EASL 02 **FUNDAMENTAL/INTERMEDIATE LEVEL**

Emphasis in this course is placed on recognizing grammatical structure, using vocabulary and further developing speaking, listening, reading and writing skills.

EASL 025 **LEVEL 02 - INTERMEDIATE GRAMMAR**

Students identify and use the following structures: verb tenses such as simple present, present progressive, simple past, past progressive, and future; parts of speech such as nouns, pronouns, modals, prepositions, adjectives and adverbs; simple and complex questions; count and non-count nouns and articles.

Prerequisites

EASL 015 with a grade of C or better, or equivalent.

EASL 026 **LEVEL 02 - INTERMEDIATE WRITING**

Students develop their skills using the writing process, including generating ideas, outlining, drafting and revising. They produce simple, compound and complex sentences; use connectors; practice punctuation and capitalization techniques; and develop descriptive and narrative paragraphs.

Prerequisites

EASL 016 with a grade of C or better, or equivalent.

EASL 027 **LEVEL 02 - INTERMEDIATE READING**

Students continue to develop their vocabulary, use skimming and scanning techniques, identify main ideas in a text, and understand meaning from context.

Prerequisites

EASL 017 with a grade of C or better, or equivalent.

EASL 028 **LEVEL 02 - INTERMEDIATE COMMUNICATIONS**

Students communicate basic needs related to personal and factual topics; develop vocabulary for everyday, informal conversation; demonstrate control of simple grammar; use some connectors in discourse; practice rhythm and stress patterns; and communicate in some authentic situations.

Prerequisites

EASL 018 with a C or better, or equivalent.

EASL 03 **ENGLISH AS A SECOND LANGUAGE - FUNDAMENTAL/ADVANCED**

Emphasis in this course is placed on recognizing grammatical structure, using vocabulary and further developing speaking, listening, reading and writing skills.

EASL 03 **FUNDAMENTAL/ADVANCED LEVEL**

A grammar based course emphasizing the correct use of a variety of sentence structures in both oral and written work. Vocabulary development is continued.

EASL 032 **COMPUTERS WITH ENGLISH I**

Students become familiar with word processing and the internet. They develop proficiency with Windows 2000 and XP, Microsoft Word and Microsoft PowerPoint.

EASL 035 **LEVEL 03 - UPPER INTERMEDIATE GRAMMAR**

Students identify and use a variety of grammatical structures, including verb tenses; compound sentences with connectors; gerunds and infinitives; adjective and noun clauses; comparative and superlative forms; quoted and reported speech; and conditional sentences.

Prerequisites

EASL 025 with a grade of C or better, or equivalent.

EASL 036 **LEVEL 03 - UPPER INTERMEDIATE WRITING**

Students apply components of the writing process, including generating ideas, outlining, drafting and revising; produce accurate simple, compound and complex sentences; use connectors and transition devices; use standard punctuation and capitalization techniques; and produce well-structured descriptive and narrative paragraphs.

Prerequisites

EASL 026 with a grade of C or better, or equivalent.

EASL 037 **LEVEL 03 - UPPER INTERMEDIATE READING**

Students continue to develop reading strategies such as skimming and scanning; identify the main idea of paragraphs and longer passages; make predictions of content; separate fact from fiction; and develop an expanded reading vocabulary.

Prerequisites

EASL 027 with a grade of C or better, or equivalent.

EASL 038 LEVEL 03 - UPPER INTERMEDIATE COMMUNICATIONS

Students take an active role in initiating, sustaining and closing social conversations; practice using vocabulary and idioms relevant to discussions and presentations on familiar topics; produce and comprehend a range of communicate functions; demonstrate correct usage of a range of grammatical structures; demonstrate understanding of appropriate body language, formal and informal language and nuance in familiar contexts; and practice projection, pitch, intonation and stress patterns.

Prerequisites

EASL 028 with a C or better, or equivalent.

EDCP 02 COLLEGE SUCCESS - FUNDAMENTAL LEVEL

Success in life is an ongoing process that demands a variety of core skills. This course integrates a holistic approach to develop a set of "tools" that help the student work towards personal success. Students are prepared to pursue individual, occupational and/or educational goals within a changing and diverse world. The Core Skills are – Communication, Career Exploration, Study Skills, Time & Stress Management, Interpersonal/ Personal Skills, Living Skills, Job Preparation, Educational Planning, Diversity and Critical Thinking. This course is discussion based. We encourage experiential learning through ongoing group dynamics that strengthen personal support systems. This course challenges the assumption that learning is just a brain activity. The adult learner needs to create a balance between the intellectual, spiritual, physical and emotional aspects. This course is an opportunity to objectively practice effective learning styles.

LASK 01 LEARNING AND STUDY SKILLS (ENGLISH) - FUNDAMENTAL

These courses are for adults who have had very little practice with the printed word. They are designed to meet the basic reading, writing and speaking skills of learners and to help them gain the skills to cope well in personal, work and educational situations. These courses include practice in spelling, grammar and writing skills.

LASK 02 LEARNING AND STUDY SKILLS (ENGLISH) - FUNDAMENTAL

These courses are for adults who have had very little practice with the printed word. They are designed to meet the basic reading, writing and speaking skills of learners and to help them gain the skills to cope well in personal, work and educational situations. These courses include practice in spelling, grammar and writing skills.

LASK 03 LEARNING AND STUDY SKILLS (ENGLISH) - FUNDAMENTAL

These courses are for adults who have had very little practice with the printed word. They are designed to meet the basic reading, writing and speaking skills of learners and to help them gain the skills to cope well in personal, work and educational situations. These courses include practice in spelling, grammar and writing skills.

LSK 01 LANGUAGE AND WRITING SKILLS LEVEL 1

This course is for adults who have had some practice with the printed word. It is designed to meet the basic language and writing skills of learners and to help students gain the skills to cope well in personal, work and education situations

Prerequisites

Speak and understand English

LSK 02 LANGUAGE AND WRITING SKILLS LEVEL 2

This course is for adults who have had very little practice with the printed word. It is designed to meet the basic language and writing skills of learners and to help students gain the skills to cope well in personal, work and education situations. It involves writing in complete sentences, brainstorming, short messages and paragraphs, writing sentences to questions on reading such as who, what, when, where and why, using assigned vocabulary in sentence writing. Student will learn to write about 150 sight words, use end punctuation, use capitals for proper nouns, write some CVC words with basic suffixes, and write some CVC and e words

Prerequisites

Completion of LSK 01 or equivalent and RSK 01 or equivalent reading level.

LSK 03 LANGUAGE AND WRITING SKILLS LEVEL 3

This course is for adults who have had some practice with the printed word. It is designed to meet the basic language and writing skills of learners and to help students gain the skills to cope well in personal, work and education situations.

Prerequisites

Completion of LSK 02 or equivalent and RSK 02 or equivalent reading level.

LSK 04 LANGUAGE AND WRITING SKILLS LEVEL 4

This course is for adults who have had very little practice with the printed word. It is designed to meet the basic language and writing skills of learners and to help students gain the skills to cope well in personal, work and education situations.

Prerequisites

Completion of LSK 03 or equivalent and RSK 03 or equivalent reading level.

LSK 05 LANGUAGE AND WRITING SKILLS LEVEL 5

This course is for adults who have had very little practice with the printed word. It is designed to meet the basic language and writing skills of learners and to help students gain the skills to cope well in personal, work and education situations.

Prerequisites

Completion of LSK 04 or equivalent and RSK 04 or equivalent reading level.

LSK 06 LANGUAGE AND WRITING SKILLS LEVEL 6

This course is for adults who have had some practice with the printed word. It is designed to meet the basic skills and strategies for learning and to help students gain the skills to cope well in personal, work and education situations.

Prerequisites

Completion of SSK 05 or equivalent and RSK 05 or equivalent reading level

MATH 01 MATHEMATICS - FUNDAMENTAL LEVEL

This course is for learners who need skills in basic arithmetic operations and problem solving.

MATH 02 MATHEMATICS - FUNDAMENTAL LEVEL

This course is for learners who need skills in the basic operations using decimals and fractions and problem solving.

MATH 03 MATHEMATICS - FUNDAMENTAL LEVEL

Mathematics - Fundamental Level (MATH 03) This course is for learners who need skills in percents, metric measurement, geometry and graphs.

MSK 01 FUNDAMENTAL MATH--NUMBER SENSE, ADDITION AND SUBTRACTION

This course is for adults who need to learn about the number system, adding and subtracting numbers.

Prerequisites

Ability to speak and understand English

MSK 02 MATH - MULTIPLICATION AND DIVISION - FUNDAMENTAL LEVEL

This course is for adults who need to learn to multiply and divide numbers.

Prerequisites

Ability to speak and understand English

MSK 03 MATH - DECIMALS - FUNDAMENTAL LEVEL

This course is for adults who need to learn about decimals and how to add, subtract, multiply and divide decimals.

Prerequisites

Ability to speak and understand English

MSK 04 MATH - FRACTIONS - FUNDAMENTAL LEVEL

This course is for adults who need to learn about fractions and how to add, subtract, multiply and divide with fractions.

Prerequisites

Ability to speak and understand English

MSK 05 MATH - PERCENT - FUNDAMENTAL LEVEL

This course is for adults who need to learn about percent.

Prerequisites

Ability to speak and understand English

MSK 06 MATH – MEASUREMENT, GEOMETRY, STATISTICS AND DATA ANALYSIS - FUNDAMENTAL LEVEL

This course is for adults who need to learn about the metric system, geometry, and graphs .

Prerequisites

Ability to speak and understand English

RSK 01 READING SKILLS LEVEL 1

This course is for adults who have had some practice with the printed word. It is designed to meet the basic reading skills of learners and to help students gain the skills to cope well in personal, work and education situations.

Prerequisites

Speak and understand English

RSS 01 READING AND STUDY SKILLS (ENGLISH) - FUNDAMENTAL

These courses are for adults who have had very little practice with the printed word. They are designed to meet the basic reading, writing and speaking skills of learners and to help them gain the skills to cope well in personal, work and educational situations. These courses include practice in reading comprehension and strategies for reading.

RSS 02 READING AND STUDY SKILLS (ENGLISH) - FUNDAMENTAL

These courses are for adults who have had very little practice with the printed word. They are designed to meet the basic reading, writing and speaking skills of learners and to help them gain the skills to cope well in personal, work and educational situations. These courses include practice in reading comprehension and strategies for reading.

RSS 03 READING AND STUDY SKILLS (ENGLISH) - FUNDAMENTAL

These courses are for adults who have had very little practice with the printed word. They are designed to meet the basic reading, writing and speaking skills of learners and to help them gain the skills to cope well in personal, work and educational situations. These courses include practice in reading comprehension and strategies for reading.

SSK 01 SKILLS AND STRATEGIES FOR LEARNING LEVEL 1

This course is for adults who have had some practice with the printed word. It is designed to meet the basic skills and strategies for learning and to help students gain the skills to cope well in personal, work and education situations.

Prerequisites

Speak and understand English

CHEM 49 CHEMISTRY - INTERMEDIATE LEVEL

A great preparation for Chemistry 50, this course covers matter and energy, the Periodic Table, naming compounds, balancing molecular formulas and basic chemical reactions. Organic chemistry, biochemistry and nuclear chemistry are introduced. Chemistry 49 also covers measurements and calculations, topics very helpful for those continuing on to Chemistry 50. Only available on the Grand Forks Campus at this time.

Corequisites:

Math 49.

CPST 10 COMPUTER STUDIES - INTERMEDIATE LEVEL

The goal of an Intermediate level computer course is to introduce adult learners to the use of the computer as a tool so that they will become more self-confident and therefore able to function more efficiently with a computer.

EASL 049 ENGLISH AS A SECOND LANGUAGE - INTERMEDIATE LEVEL

Students at this level continue to expand their vocabulary and improve reading skill and comprehension. Discussion groups help develop listening and conversation skills, while practice in composition help develop grammar.

ENGL 10 ENGLISH - INTERMEDIATE LEVEL

ABE Intermediate English is designed to provide students with the necessary skills to undertake basic reading and writing tasks. The course focuses on all the skills necessary to communicate effectively, with a special focus on the writing tasks.

MATH 10 MATHEMATICS - INTERMEDIATE LEVEL

This course begins with a review of whole number operations and moves on to explore primes and multiples, fractions and mixed numbers, decimals, ratio and proportion, percent, measurement, geometry, signed number applications and exponents.

MATH 100 CALCULUS I

A course designed to provide students with the background in calculus needed for further studies. This course includes: a review of functions and graphs; limits; the derivative of algebraic, trigonometric, exponential and logarithmic functions; applications of the derivative including related rates, maxima, minima, velocity and acceleration; the definite integral; an introduction to elementary differential equations; and, applications of integration including velocity, acceleration, areas, and growth and decay problems.

Prerequisites

Principles of MATH 12 or equivalent with a grade of "C+" or better or written permission of the Instructor and School Chair.

MATH 101 CALCULUS II

This course is a sequel to MATH 100 for those students who wish to major in mathematics, sciences or applied sciences. The course includes: antidifferentiation and integration; the definite integral; areas and volumes; transcendental functions; techniques of integration; parametric equations; polar coordinates; indeterminate forms, improper integrals and Taylor's formula; and infinite series.

Prerequisites

MATH 100 or equivalent with a grade of "C" or better or written permission of the Instructor and School Chair.

MATH 105 INTRODUCTION TO STATISTICS (SEE STAT 105-3)

This course has been changed to STAT 105. This course is available via Distance Education.

MATH 49 INTRODUCTORY ALGEBRA - INTERMEDIATE LEVEL

This course is aimed at students who have not recently taken a math course or need to review and refresh their knowledge of algebra before taking Math 50. Topics include a review of number functions, followed by an introduction to real numbers, equations and inequalities, polynomials, rational expressions, graphing linear equations and inequalities and systems of equations.

Prerequisites

Math 10 or sufficient Computerized Placement Test (CPT) score.

RSS 27 READING AND STUDY SKILLS- INTERMEDIATE LEVEL

SCIE 10 SCIENCE - INTERMEDIATE LEVEL

Science 10 is an intermediate level survey course. Students are introduced to various topics in Biology, Chemistry and Physics.

SOST 10 SOCIAL STUDIES - INTERMEDIATE LEVEL

This course deals with social studies in a Canadian context. Its topics include history, cultural diversity, the role of First Nations, and Canadian government, law, and citizenship.

BIOL 50 INTRODUCTION TO BIOLOGY - ADVANCED LEVEL

This course is an appropriate introduction to biology for students lacking high school prerequisites who wish to enter a course or program requiring Grade 11 biology, or who simply want to refresh their knowledge of the subject. Biology 50 provides a basic introduction to the characteristics of living things: biologically important principles of chemistry and physics, cell structure in plants and animals, bioenergetics, diversity, ecology, and evolution.

Prerequisites

ENGL 10.

Corequisites:

ENGL 051.

Equivalents:

Biology 52 and 53 together are equivalent to Biology 50.

BIOL 52 INTRODUCTION TO BIOLOGY PART 1 - ADVANCED LEVEL

Advanced Level Biology in two parts, is an option for students primarily following a self-paced format and who lack the high school prerequisites to enter a course or program requiring Grade 11 biology, or who simply want to refresh their knowledge of the subject. Biology 52 provides a basic introduction to the characteristics of living things: biologically important principles of chemistry and physics, cell structure in plants and animals, bioenergetics, and genetics.

Prerequisites

ENGL 10, SCIE 10

Corequisites:

ENGL 051.

Equivalents:

Biology 52 and 53 together are equivalent to Biology 50.

BIOL 53 INTRODUCTION TO BIOLOGY PART 2 - ADVANCED LEVEL

Advanced Level Biology in two parts, is an option for students primarily following a self-paced format and who lack the high school prerequisites to enter a course or program requiring Grade 11 biology, or who simply want to refresh their knowledge of the subject. Biology 53 provides a basic introduction to the characteristics of living things: biologically important principles of diversity, ecology, and evolution.

Prerequisites

Biol 52

Equivalents:

Biology 52 and 53 together are equivalent to Biology 50.

CHEM 50 BASIC PRINCIPLES OF CHEMISTRY - ADVANCED LEVEL

This introductory course is designed to be equivalent to Chemistry 11 at the high-school level. Chemistry is introduced as an experimental science. Chemical symbols, nomenclature and the quantitative aspects of chemical reactions are emphasized. The fundamentals of classical atomic and molecular structure are presented. The field of organic chemistry is briefly introduced. The laboratory experiments provide opportunities to work with standard labware and apparatus, to observe a variety of chemical reactions and to carry out some quantitative measurements.

Prerequisites

MATH 49

Corequisites:

MATH 50 should be taken concurrently.

Equivalents:

Chemistry 52 and 53 together are equivalent to Chemistry 50.

CHEM 52 BASIC PRINCIPLES OF CHEMISTRY PART 1 - ADVANCED LEVEL

Advanced Level Chemistry in two parts, is an option for students primarily following a self-paced format and is equivalent to the first half of Chemistry 11 at the high-school level. Chemistry is introduced as an experimental science. Chemical symbols, nomenclature and the quantitative aspects of chemical reactions are emphasized. The fundamentals of classical atomic and molecular structure are presented. The laboratory experiments provide opportunities to work with standard labware and apparatus, to observe a variety of chemical reactions and to carry out some quantitative measurements.

Prerequisites

Math 49

Corequisites:

Math 50 should be taken concurrently.

Equivalents:

Chemistry 52 and 53 together are equivalent to Chemistry 50.

CHEM 53 BASIC PRINCIPLES OF CHEMISTRY PART 2 - ADVANCED LEVEL

Advanced Level Chemistry in two parts, is an option for students primarily following a self-paced format and is equivalent to the second half of Chemistry 11 at the high-school level. Chemistry is introduced as an experimental science. Chemical symbols, nomenclature and the quantitative aspects of chemical reactions are emphasized. The fundamentals of classical atomic and molecular structure are presented. The field of organic chemistry is briefly introduced. The laboratory experiments provide opportunities to work with standard labware and apparatus, to observe a variety of chemical reactions and to carry out some quantitative measurements.

Prerequisites

Chem 52

Corequisites:

Math 50 should be taken concurrently.

Equivalents:

Chemistry 52 and 53 together are equivalent to Chemistry 50.

CPST 50 COMPUTER STUDIES - ADVANCED LEVEL

This course is an introduction to the basic applications such as word processing, spreadsheets and databases. Students will also learn about computer security (viruses, and other malware) and critical thinking as applied to computers.

Prerequisites

CPST 10 or equivalent skill level.

EASL 50 ENGLISH AS A SECOND LANGUAGE - ADVANCED LEVEL

This course introduces basic essay writing. Emphasis is also placed on reading and study skills, vocabulary development, oral participation and listening and note-taking skills.

ENGL 50 ENGLISH - ADVANCED LEVEL

A course designed mainly for students who have not completed English 12 or whose writing skills require improvement in order to succeed in academic and technical programs. This course concentrates on sentences, paragraphs, punctuation, and vocabulary expansion. Oral presentations may be required.

Equivalents:

English 52 and 53 together are equivalent to English 50.

ENGL 52 ENGLISH PART 1 - ADVANCED LEVEL

Advanced Level English in two parts, is an option for students primarily following a self-paced format and is equivalent to the first half of English 11 at the high-school level. English 52 is designed mainly for students who have not completed English 12 or whose writing skills require improvement in order to succeed in academic and technical programs. This course concentrates on sentences, paragraphs, punctuation, and vocabulary expansion. Oral presentations may be required.

Equivalents:

English 52 and 53 together are equivalent to English 50.

ENGL 53 ENGLISH PART 2 - ADVANCED LEVEL

Advanced Level English in two parts, is an option for students primarily following a self-paced format and is equivalent to the second half of English 11 at the high-school level. English 53 is designed mainly for students who have not completed English 12 or whose writing skills require improvement in order to succeed in academic and technical programs. This course concentrates on sentences, paragraphs, punctuation, and vocabulary expansion. Oral presentations may be required.

Prerequisites

English 52

Equivalents:

English 52 and 53 together are equivalent to English 50.

MATH 50 ALGEBRA AND TRIGONOMETRY - ADVANCED LEVEL

This course is equivalent to Principles of Math 11. It is also useful for those wishing to upgrade mathematics skills for career program and trades training. The course includes: graphs, linear

equations, functions, systems of equations, inequalities, polynomials and factoring, rational equations, exponents and radicals, quadratic equations, and trigonometry.

Prerequisites

MATH 49 or sufficient Computerized Placement Test (CPT) score.

MATH 52 ALGEBRA AND TRIGONOMETRY PART 1 - ADVANCED LEVEL

Advanced Level Algebra in two parts, is an option for students primarily following a self-paced format and is equivalent to the first half of Principles of Math 11. It is also useful for those wishing to upgrade mathematics skills for career program and trades training. The topics covered in Math 52 include: basic algebra review, solving linear equations and inequalities, graphing, relations, functions, systems of linear equations and inequalities, and polynomials.

Prerequisites

MATH 49 or sufficient Computerized Placement Test (CPT) score.

Equivalents:

Math 52 and 53 together are equivalent to Math 50.

MATH 53 ALGEBRA AND TRIGONOMETRY PART 2 - ADVANCED LEVEL

Advanced Level Algebra in two parts, is an option for students primarily following a self-paced format and is equivalent to the second half of Principles of Math 11. It is also useful for those wishing to upgrade mathematics skills for career program and trades training. The topics covered in Math 53 include: rational expressions and equations, variation, radical expressions and equations, quadratic equations and quadratic functions, trigonometry.

Prerequisites

Math 52

Equivalents:

Math 52 and 53 together are equivalent to Math 50.

MATH 54 APPLIED MATHEMATICS - ADVANCED LEVEL

This is a math course with an applied focus designed for those planning to take vocational or technical training in the future. It is equivalent to Math 11 Applied. An initial review of equations, inequalities and graphing is followed by selected topics covering both consumer and technical math. Four of seven listed topics must be completed to receive credit in this course.

Prerequisites

Math 10 or sufficient Computerized Placement Test (CPT) score.

PHYS 50 BASIC PRINCIPLES OF PHYSICS - ADVANCED LEVEL

This course consists of a survey of linear motion, Newton's laws, heat, electricity and light and sound.

Prerequisites

Math 49 or sufficient Computerized Placement Test (CPT) score with basic algebra skills (mostly solving equations and rearranging equations).

Corequisites:

Math 50.

Equivalents:

Physics 52 and 53 together are equivalent to Physics 50.

PHYS 52 BASIC PRINCIPLES OF PHYSICS PART 1 - ADVANCED LEVEL

Advanced Level Physics in two parts, is an option for students primarily following a self-paced format. Physics 52 is equivalent to the first half of Physics 11. This course consists of a survey of linear motion, Newton's laws, heat, electricity and light and sound.

Prerequisites

Math 49 or sufficient Computerized Placement Test (CPT) score with basic algebra skills (mostly solving equations and rearranging equations).

Corequisites:

Math 50.

Equivalents:

Physics 52 and 53 together are equivalent to Physics 50.

PHYS 53 BASIC PRINCIPLES OF PHYSICS PART 2 - ADVANCED LEVEL

Advanced Level Physics in two parts, is an option for students primarily following a self-paced format. Physics 53 is equivalent to the second half of Physics 11. This course consists of a survey of linear motion, Newton's laws, heat, electricity and light and sound.

Prerequisites

Physics 52

Equivalents:

Physics 52 and 53 together are equivalent to Physics 50.

SOSC 50 SOCIAL STUDIES: GLOBAL ISSUES OF CULTURE AND GEOGRAPHY - ADVANCED LEVEL

Social Science 50 will examine some of the major issues of our time. These issues range from population pressures and food shortages to rapid urbanization and environmental damage and technological changes. These issues will be examined in light of current events in newspapers and news broadcasts; and they will also be discussed in class with other students and instructors. Further,

students will learn to see how personal opinions and biases affect delivery and perception of events. Students will use their academic skills to derive and organize information for presentation.

BIOL 60 BIOLOGY - PROVINCIAL LEVEL

This course provides an introduction to human anatomy and physiology. Topics covered include mitosis and asexual reproduction, meiosis and sexual reproduction, genetics, circulation, respiration, excretion, bones and muscles, nerves, endocrinology and immunity. A fundamental understanding of homeostatic mechanisms is stressed. The instructor may choose to include selected topics on the structure and function of plants as part of the course. The course is appropriate for students requiring an equivalent to Grade 12 biology.

Prerequisites

BIOL 50, BIOL 11, or equivalent, or permission of the School Chair.

Equivalents:

Biology 62 and 63 together are the equivalent of Biology 60.

Biology 60 is equivalent to Biology 51.

BIOL 62 BIOLOGY PART 1 - PROVINCIAL LEVEL

Provincial Level Biology in two parts, is an option for students primarily following a self-paced format and is equivalent to the first half of Biology 12 at the high-school level. Biology 62 provides an introduction to human anatomy and physiology. Topics covered include mitosis and asexual reproduction, meiosis and sexual reproduction, and genetics. A fundamental understanding of homeostatic mechanisms is stressed.

Prerequisites

Engl 10, Scie 10 or equivalent, or permission of the School Chair.

Equivalents:

Biology 62 and 63 together are equivalent to Biology 60.

Biology 60 is equivalent to Biology 51.

BIOL 63 BIOLOGY PART 2 - PROVINCIAL LEVEL

Provincial Level Biology in two parts, is an option for students primarily following a self-paced format and is equivalent to the second half of Biology 12 at the high-school level. Biology 63 provides an introduction to human anatomy and physiology. Topics covered include circulation, respiration, excretion, bones and muscles, nerves, endocrinology and immunity. A fundamental understanding of homeostatic mechanisms is stressed.

Prerequisites

Biol 62

Equivalents:

Biology 62 and 63 together are equivalent to Biology 60.

Biology 60 is equivalent to Biology 51.

CHEM 60 CHEMISTRY - PROVINCIAL LEVEL

This course covers topics similar to those in Chemistry 50 but in greater detail. Included topics are reaction kinetics, equilibrium, acid-base reactions, oxidation-reduction, gas laws and organic chemistry. The lab portion of this course demonstrates the listed topics as well as provides the student with a chance to work with a variety of chemicals in a safe and effective manner.

Prerequisites

CHEM 50, MATH 50.

Equivalents:

Chem 62 and Chem 63 together are equivalent to Chem 60.

Chem 60 is equivalent to Chem 51.

CHEM 62 CHEMISTRY PART 1 - PROVINCIAL LEVEL

Provincial Level Chemistry in two parts, is an option for students primarily following a self-paced format. Chem 62 is equivalent to the first half of Chemistry 12 at the high-school level. This course covers topics similar to those in Chemistry 50 but in greater detail. Included topics are reaction kinetics, equilibrium and acid-base reactions. The lab portion of this course demonstrates the listed topics as well as provides the student with a chance to work with a variety of chemicals in a safe and effective manner.

Prerequisites

CHEM 50 or CHEM 52 & 53, MATH 50, or MATH 52 & 53

Equivalents:

Chemistry 62 and 63 together are equivalent to Chemistry 60.

Chemistry 60 is equivalent to Chemistry 51.

CHEM 63 CHEMISTRY PART 2 - PROVINCIAL LEVEL

Provincial Level Chemistry in two parts, is an option for students primarily following a self-paced format. Chem 63 is equivalent to the second half of Chemistry 12 at the high-school level. This course covers topics similar to those in Chemistry 50 but in greater detail. Included topics are oxidation-reduction, gas laws and organic chemistry. The lab portion of this course demonstrates the listed topics as well as provides the student with a chance to work with a variety of chemicals in a safe and effective manner.

Prerequisites

CHEM 62

Equivalents:

Chemistry 62 and 63 together are equivalent to Chemistry 60.

Chemistry 60 is equivalent to Chemistry 51.

CPST 60 COMPUTER STUDIES - PROVINCIAL LEVEL

This is a course about communications, using multimedia and internet skills. Students will search for information, select for relevance, and then publish this information using desktop publishing and WEB page authoring. Graphical design principles are emphasized throughout. Multimedia publishing involving video capture and streaming audio/video are also included. Not available at all campuses.

Prerequisites

CPST 50 or equivalent skill level.

Equivalents:

Cpst 60 is equivalent to Cpst 51.

EDCP 60 EDUCATION PLANNING AND CAREER DEVELOPMENT - PROVINCIAL LEVEL

Education and Career Planning involves the development of a broad range of foundation skills to enhance the life, employment and study skills. Success in life is an ongoing process that demands a variety of core skills. This course integrates a holistic approach to develop a set of "tools" that help the student work towards personal success. Students are prepared to pursue individual, occupational and/or educational goals within a changing and diverse world. The Core Skills are – Communication, Career Exploration, Study Skills, Time & Stress Management, Interpersonal/ Personal Skills, Living Skills, Job Preparation, Educational Planning, Diversity and Critical Thinking. This course is discussion based. We encourage experiential learning through ongoing group dynamics that strengthen personal support systems. This course challenges the assumption that learning is just a brain activity. The adult learner needs to create a balance between the intellectual, spiritual, physical and emotional aspects. This course is an opportunity to objectively practice effective learning styles. It builds on the skills learned in EDCP 50

Prerequisites

EDCP 50

Equivalents:

EDCP 60 is equivalent to EDCP 51.

ENGL 60 CANADIAN LITERATURE - PROVINCIAL LEVEL

This course is designed to provide English 12 equivalency or improve students' writing skills to help them succeed in academic or technical programs. Normally, students with credit for Communications 12 must take ENGL 51 to prepare for college studies. This course concentrates on writing paragraphs and essays and the study of literature.

Equivalents:

English 62 and 63 together are equivalent to English 60.

English 60 is equivalent to English 51.

ENGL 62 CANADIAN LITERATURE PART 1 - PROVINCIAL LEVEL

Provincial Level English in two parts, is an option for students primarily following a self-paced format. Engl 62 is equivalent to the first half of English 12 at the high-school level. This course is designed to provide English 12 equivalency or improve students' writing skills to help them succeed in academic or technical programs. Normally, students with credit for Communications 12 must take ENGL 60 to prepare for college studies. This course concentrates on writing paragraphs and essays and the study of literature.

Equivalents:

English 62 and 63 together are equivalent to English 60.

English 60 is equivalent to English 51.

ENGL 63 CANADIAN LITERATURE PART 2 - PROVINCIAL LEVEL

Provincial Level English in two parts, is an option for students primarily following a self-paced format. Engl 63 is equivalent to the second half of English 12 at the high-school level. This course is designed to provide English 12 equivalency or improve students' writing skills to help them succeed in academic or technical programs. Normally, students with credit for Communications 12 must take ENGL 60 to prepare for college studies. This course concentrates on writing paragraphs and essays and the study of literature.

Prerequisites

ENGL 62

Equivalents:

English 62 and 63 together are equivalent to English 60.

English 60 is equivalent to English 51.

ENGL 64 BRITISH LITERATURE - PROVINCIAL LEVEL

The aim of this course is to survey British Literature from earliest writings into the twentieth century. Students will learn to discuss literature, authors and prevailing social conditioning using literary terms and referring to historical conditions.

Equivalents:

Engl 64 is equivalent to Engl 54.

ENGL 64 BRITISH LITERATURE - PROVINCIAL LEVEL

The aim of this course is to survey British Literature from earliest writings into the twentieth century. Students will learn to discuss literature, authors and prevailing social conditioning using literary terms and referring to historical conditions.

Equivalents:

Engl 64 is equivalent to Engl 54.

ENGL 65 ENGLISH: BUSINESS AND TECHNICAL COMMUNICATION - PROVINCIAL LEVEL

This course is designed to provide English 12 equivalency or improve students' writing skills to help them succeed in academic or technical programs. It is often recommended for students entering technical career fields. This course concentrates on reading, evaluating, and writing a variety of business and technical documents and include a grammar review essential for successful business writing.

Equivalents:

Engl 65 is equivalent to Engl 55.

HIST 60 HISTORY - PROVINCIAL LEVEL

Twentieth Century History examines the major social, economic and political movements from the late 1900's into the 21st century. The student will develop an understanding of global events, from war to social movements to economic crises. These issues will be presented through text, video and lecture/discussion. Students will learn how global issues are interconnected geographically and politically. Students will develop skills to analyze events and to write brief synopses for presentations. Not available at all campuses.

Equivalents:

History 62 and 63 together are equivalent to History 60. History 60 is equivalent to History 51.

HIST 62 HISTORY PART 1 - PROVINCIAL LEVEL

Provincial Level History in two parts, is an option for students primarily following a self-paced format. Hist 62 is equivalent to the first half of History 12 at the high-school level. Twentieth Century History examines the major social, economic and political movements from the late 1900's into the 21st century. The student will develop an understanding of global events, from war to social movements to economic crises. These issues will be presented through text, video and lecture/discussion. Students will learn how global issues are interconnected geographically and politically. Students will develop skills to analyze events and to write brief synopses for presentations. Not available at all campuses.

Equivalents:

History 62 and 63 together are equivalent to History 60.

History 60 is equivalent to History 51.

HIST 63 HISTORY PART 2 - PROVINCIAL LEVEL

Provincial Level History in two parts, is an option for students primarily following a self-paced format. Hist 63 is equivalent to the second half of History 12 at the high-school level. Twentieth Century History examines the major social, economic and political movements from the late 1900's into the 21st century. The student will develop an understanding of global events, from war to social movements to economic crises. These issues will be presented through text, video and lecture/discussion. Students will learn how global issues are interconnected geographically and politically. Students will develop skills to analyze events and to write brief synopses for presentations. Not available at all campuses.

Equivalents:

History 62 and 63 together are equivalent to History 60. History 60 is equivalent to History 51.

MATH 60 ALGEBRA AND TRIGONOMETRY - PROVINCIAL LEVEL

This course is a continuation of Algebra and Trigonometry - Advanced Level and is an equivalent to Principles of Math 12. The course includes a review of basic algebra, functions, transformations, systems of equations, exponential and logarithmic functions, trigonometric functions, identities and equations, application of transcendental function, and arithmetic and geometric sequences and series. The course introduces counting and probability.

Prerequisites

Principles of MATH 11, or MATH 50 or equivalent with a grade of C or better.

Equivalents:

Math 62 and 63 together are equivalent to Math 60. Math 60 is equivalent to Math 51.

MATH 62 ALGEBRA AND TRIGONOMETRY PART 1 - PROVINCIAL LEVEL

Provincial Level Algebra in two parts, is an option for students primarily following a self-paced format. Math 62 is equivalent to the first half of Principles of Math 12 at the high-school level. This course is a continuation of Algebra and Trigonometry - Advanced Level. The course includes a review of basic algebra, functions, transformations, systems of equations, and exponential and logarithmic functions

Prerequisites

Principles of MATH 11, or MATH 50 or equivalent with a grade of C or better.

Equivalents:

Math 62 and 63 together are equivalent to Math 60.

Math 60 is equivalent to Math 51.

MATH 63 ALGEBRA AND TRIGONOMETRY PART 2 - PROVINCIAL LEVEL

Provincial Level Algebra in two parts, is an option for students primarily following a self-paced format. Math 63 is equivalent to the second half of Principles of Math 12 at the high-school level. Topics covered in Math 63 include: trigonometric functions, identities and equations, and arithmetic and geometric sequences and series.

Prerequisites

MATH 62

Equivalents:

Math 62 and 63 together are equivalent to Math 60.

Math 60 is equivalent to Math 51.

PHYS 60 PHYSICS - PROVINCIAL LEVEL

This course covers topics similar to those in Physics 50 but in greater detail and with a greater mathematical emphasis. This is a non-calculus course. It includes the topics of linear motion, Newton's laws, energy, circular motion, gravitation, heat exchange.

Prerequisites

Phys 50 and Math 50.

Equivalents:

Physics 62 and 63 together are the equivalent of Physics 60

PHYS 62 PHYSICS PART 1 - PROVINCIAL LEVEL

Provincial Level Physics in two parts, is an option for students primarily following a self-paced format. Phys 62 is equivalent to the first half of Physics 12 at the high-school level. This course covers topics similar to those in Physics 50 but in greater detail and with a greater mathematical emphasis. This is a non-calculus course. Topics covered in Physics 62 include: kinematics, two-dimensional equilibrium, momentum, energy conservation, circular motion.

Prerequisites

PHYS 50 and MATH 50 or equivalents.

Equivalents:

Physics 62 and 63 together are equivalent to Physics 60.

Physics 60 is equivalent to Physics 51.

PHYS 63 PHYSICS PART 2 - PROVINCIAL LEVEL

Provincial Level Physics in two parts, is an option for students primarily following a self-paced

format. Phys 63 is equivalent to the second half of Physics 12 at the high-school level. This course covers topics similar to those in Physics 50 but in greater detail and with a greater mathematical emphasis. This is a non-calculus course. Topics covered in Physics 63 include: momentum, electrostatic, electromagnetism, vibrations and waves.

Prerequisites

PHYS 62

Equivalents:

Physics 62 and 63 together are equivalent to Physics 60.

Physics 60 is equivalent to Physics 51.

SOSC 60 SOCIAL SCIENCES - PROVINCIAL LEVEL

A survey of the social and economic dynamics of Canada's Pacific Rim. The course examines issues from a historical, sociological, cultural, economic and geographic perspective. Students will be asked to analyze, clarify, evaluate, and organize information from a wide variety of disciplinary areas. Not available at all campuses.

Equivalents:

SOSC 60 is equivalent to SOSC 51.

Contacts

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Lyle Olsen, School Chair

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**FOR LATEST INFORMATION
VISIT SELKIRK.CA**

Castlegar and Grand Forks Campuses

This program is available to students whose academic, social, emotional and/or cognitive skills and abilities require personal support and assistance in order for them to actively participate in a college setting. An Individual Educational Plan (IEP) is developed with each student to foster academic, personal and social skills in a cooperative learning environment. The program provides students with training in Math/English upgrading, workplace skills, independent living skills (money management, meal planning, cooking, etc.), self-advocacy skills, personal management skills (time management, goal settings), and introductory computer skills

Contacts

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Lyle Olsen, School Chair
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Silver King Campus, Nelson

Program outcomes are largely determined by the students through development of an IEP. Social skills development underscores all training. Students also develop support networks. The program is designed to meet the needs of mentally handicapped adults, but is also open to adults with special needs who have the need for this type of training. Common outcomes for students in this program are increased independence, employment and becoming more involved in the community.

**FOR LATEST INFORMATION
VISIT SELKIRK.CA**

Trail Campus - Food Service Worker Program

This program provides an opportunity for special needs students to learn entry level skills for the food service industry. The program includes life skills development, academic upgrading, vocational skills, and attitude development. Students make and serve lunch to seniors in the Trail Community Centre as well as prepare several major banquets. The program is designed to meet the needs of mentally handicapped adults, but is also open to adults with special needs who have the need for this type of training. Common outcomes for students in this program are increased independence, employment and becoming more involved in the community.



business & aviation

AT SELKIRK COLLEGE

If a career in business appeals to you, our business program can help you with co-op experiences that are invaluable in landing a job. You can work towards a diploma or use our programs as the first step to a degree in business.

Our two-year aviation professional pilot diploma will launch your career in the aviation industry, preparing you for the thrills of being a bush pilot or the excitement of flying to exotic locations around the world.

AVIATION - PROFESSIONAL PILOT



Selkirk's Aviation Professional Pilot Program was the first public program of its kind in the country. Today, it is still among the best. You'll find our graduates working around the world. Now is your time to start training as trends indicate that employment opportunities for aviation graduates will grow over the next several years.

TWO-YEAR PROFESSIONAL AVIATION DIPLOMA

- Trains women and men for entry-level positions in the Canadian aviation industry in the most challenging conditions
- Has a team of professional veteran pilots who have flight training, air taxi, commuter, regional, airline, corporate, bush and military experience
- Keeps pace with advances in flight technology
- Is accessible—our Aviation Training Centre is located at the Castlegar Airport next to the Castlegar Campus
- Has high quality aviation equipment, including ALSIM and FRASCA flight simulators and a training fleet of Cessna 172 Skyhawk and Beechcraft 95 Travel Air aircraft.

BUSINESS



Whether you are starting out, upgrading or looking for new leadership opportunities, Selkirk College's Business Programs help you prepare for a challenging and rewarding career. Our instructors keep pace with rapid changes in the field, and our programs prepare you for the real world—as well as real jobs.

BUSINESS ADMINISTRATION DIPLOMAS

- Accounting/Finance
- Professional Management
- International Business
- Office Management Diploma

AVIATION-PROFESSIONAL PILOT PROGRAM

2-YEAR AVIATION DIPLOMA AT CASTLEGAR CAMPUS

Program Calendar

2009

- September 8 - Orientation.
- September 9 - Fall Semester begins.
- December 11 - Fall Semester ends.
- December 14-23 - Fall Semester examinations.

2010

- January 4 - Winter Semester begins.
- February 15 and 16 - Reading Break.
- April 9 - Winter Semester ends.
- April 12-21 - Winter Semester examinations.

Program Summary

The Selkirk College Aviation - Professional Pilot program is an intensive two year diploma program certified by Transport Canada and supported by the British Columbia Ministry of Advanced Education. Aviation courses are directly transferable toward an aviation degree at Embry Riddle Aeronautical University (this agreement is currently under review). Our recently completed multi-million dollar aviation facility offers a state of the art classroom environment, dispatch area, and three sophisticated flight training simulators. Flight training is completed in a fully equipped fleet consisting of five C-172 and two twin engine BE-95 aircraft. Selkirk Aviation instructors are all Airline Transport Pilot License rated pilots with varied flying experience. Through university level courses and professional flight training in a challenging mountain environment, Selkirk Aviation graduates emerge from the program fully qualified and prepared for the challenges and responsibilities associated with commercial flying.

Program Objectives

Learn to fly at Selkirk College! The Professional Pilot program at Selkirk College is designed to prepare students for commercial pilot positions in the Canadian and international airline industry. This intensive two year flight training diploma program provides students with the necessary tools to succeed in a technology driven environment. Graduates will be fully licensed and qualified to enter the industry as commercial pilots.

Course of Studies

Translation Key:

* Lec = Lecture Hours per week;

* Lab = Lab Hours per week;

Courses marked as (D) may also be available via Distance Education.

Course	Name	Lec	Lab
Term 1			
AVIA 100	Intermediate Flight Training - Fall Term	1	1
AVIA 110	Introductory Ground Instrument Training - Fall Term	0	1
AVIA 120	Meteorology	3	0
AVIA 140	Aircraft Systems	3	0
AVIA 160	Navigation and Flight Planning	3	0
ENGL 110 (D)	College Composition	3	0
	Total:	13	2

Course	Name	Lec	Lab
Term 2			
AVIA 100	Intermediate Flight Training - Winter Term	1	1
AVIA 110	Introductory Ground Instrument Training - Winter Term	0	1
AVIA 130	Air Law	3	0
AVIA 150	Crew Resource Management/Pilot Decision Making and Airmanship	3	0
AVIA 171	Aerodynamics	3	0
ENGL 111 (D)	Introduction to Literature	3	0
	Total:	13	2

Course	Name	Lec	Lab
Term 3			
AVIA 200	Advanced Flight Training - Fall Term	0	2
AVIA 210	Advanced Ground Instrument Training - Fall Term	0	1
AVIA 240	Transport Aircraft Systems and Operations	3	0
AVIA 250	Advanced CRM/PDM and Airmanship	3	0
AVIA 260	IFR Procedures	4	0
AVIA 261	Aircraft Electronics	3	0
TWC 252	Aviation Communications	3	0
	Total:	16	3

Course	Name	Lec	Lab
Term 4			
AVIA 200	Advanced Flight Training - Winter Term	0	2
AVIA 201	Flight Operations	3	0
AVIA 210	Advanced Ground Instrument Training - Winter Term	0	1
AVIA 220	Advanced Meteorology	3	0
AVIA 230	Air Law for Commercial Operations	3	0
	Total:	9	3

Career Potential

The international airline industry has undergone a major restructuring over the past few years. Airlines have had to adjust their strategies in order to accommodate a changing marketplace. With future growth in discount, business, and vacation travel all sectors of the aviation industry are forecasting expansion to meet global demands for air travel. Canadian airlines are faced with massive pilot retirements over the next ten years as the boomer generation moves on. WestJet, Air Canada, Jazz, Cathay Pacific and other airlines are currently hiring Canadian pilots on an ongoing basis. More than 85% of Selkirk Aviation graduates are employed with major airlines around the world; others find employment with corporate flight departments, charter companies, fire fighting squadrons, or the Canadian Air Force. The combination of an expanding air travel marketplace and ongoing pilot retirements provides a unique opportunity for Selkirk graduates to explore an exciting career in an industry at the leading edge of technological advances.

Admission Requirements

The applicant must meet the following Professional Aviation program requirements:

- British Columbia high school graduation, or equivalent, with a final grade of “C+” or better in: Principles of Mathematics 12 or equivalent
- English 12 or equivalent, and
- Physics 11 or equivalent.
- Prior to the start of the program, an applicant must hold a Private Pilot license, have met all recurrency requirements, and hold a Category I Medical.
- Applicants must satisfactorily complete the requirements for admission.
- Applicants must obtain a valid passport prior to starting second year.

NOTE

- Initial selections are made in the spring and successful applicants are required to proceed to locations designated by the college for a personal interview.
- Applicants who are deficient in meeting some of the requirements for admission may be considered “partially-qualified” and offered a place on the wait-list.
- Admission to the second year requires successful completion of first year, and a positive reassessment by the review committee.

- Students are expected to complete the program within two consecutive years.
- There is no provision for direct entry into the second year of the program.
- Students write the Transport Canada examinations for the Commercial Pilot License, Instrument Rating, and IATRA and take Commercial Pilot, Multi-engine Rating and Group I Instrument Rating flight tests in second year. Successful completion of these examinations is mandatory for graduation.

Course Descriptions

AVIA 100 INTERMEDIATE FLIGHT TRAINING - FALL TERM

Fall Term - Over the Fall and Winter terms approximately 70 hours of single engine flight training brings student pilots to a high level of proficiency in basic Visual Flight Rules (VFR) and basic instrument flying techniques.

Classroom topics include: Discussion and review of exercises on the commercial pilot flight test; review of each flight syllabus exercise; review of simulator syllabus exercises; radio communications; mountain flying; winter flying; standard operating procedures; general discussion of flight line operations including scheduling; special operating procedures; safety concerns, etc.

The classroom portion of this course involves one hour per week during the fall semester. Much of the material will be assigned for self study. A final exam will be scheduled in April. Sample questions will be provided for self study.

AVIA 110 INTRODUCTORY GROUND INSTRUMENT TRAINING - FALL TERM

Fall Term - Individual flight instruction in instrument flying and Instrument Flight Rules (IFR) procedures using multi-engine flight training devices.

AVIA 120 METEOROLOGY

This course covers basic meteorological theory as it applies to Aviation. It includes a complete breakdown of all pertinent Aviation forecasts and reports, including how and where to obtain them.

AVIA 140 AIRCRAFT SYSTEMS

In this course you will learn the principles of operation of aircraft systems typical of non-transport category aircraft. The objective is to learn how these systems work and how to use them in flight in both normal and malfunctioning modes. Systems covered include: electrical; hydraulic; pneumatic; flight controls; mechanical; fly-by-wire; flaps, spoilers, etc.

In addition you will learn the basics of: piston engine operation; constant speed propellers; turbine engine principles; jet engines, etc.

AVIA 160 NAVIGATION AND FLIGHT PLANNING

In this course you will learn the procedures for flight planning in the Canadian domestic airspace system. This will include both VFR and IFR flight planning. Topics covered include: use of performance charts; calculation of drift and groundspeed; preparation of a navigation log; route analysis; map theory; map symbols; basic radio navigation.

ENGL 110 COLLEGE COMPOSITION

Students needing a year of Introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. English 110: College Composition is designed to enable the student to produce clear, coherent and fully developed essays. The course covers academic writing styles, rhetorical modes, editing techniques and research practices.

Prerequisites

A “C” or better in ENGL 12 or equivalent or LPI level 4.

This course is available via Distance Education.

AVIA 100 INTERMEDIATE FLIGHT TRAINING - WINTER TERM

Winter Term - The second term of single engine flight training brings student pilots to a high level of proficiency in basic Visual Flight Rules (VFR) and basic instrument flying.

Classroom topics include: discussion and review of exercises on the commercial pilot flight test; review of each flight syllabus exercise; review of simulator syllabus exercises; radio communications; mountain flying; winter flying; standard operating procedures; general discussion of flight line operations including scheduling; special operating procedures; safety concerns, etc.

The classroom portion of this course involves one hour per week during the fall semester. Much of the material will be assigned for self study. A final exam will be scheduled in April. Sample questions will be provided for self study.

AVIA 110 INTRODUCTORY GROUND INSTRUMENT TRAINING - WINTER TERM

Winter Term - Individual flight instruction in instrument flying and Instrument Flight Rules (IFR) procedures using multi-engine flight training devices.

AVIA 130 AIR LAW

This course covers: the structure of the Canadian regulatory system; organization of the Canadian Aviation Regulations (CARs); organization of the Aeronautical Information Manual (AIM); the rules of the air for operations in VFR and IFR; radio communications regulations and standards; overview of the certification process for non-transport aircraft; pilot licensing requirements for Private Pilot, Commercial Pilot, Multi-engine Rating, and IFR Rating.

AVIA 150 CREW RESOURCE MANAGEMENT/PILOT DECISION MAKING AND AIRMANSHIP

This course provides an understanding of CRM concepts and the decision making process. Emphasis in this course is on single pilot operations with an introduction to two-pilot operations. Decision making principles are a key part of the course based on the SAFER decision making model.

AVIA 171 AERODYNAMICS

This course involves a detailed examination of aerodynamics, with emphasis on aircraft performance and operating considerations. Some mathematics and graphing required.

ENGL 111 INTRODUCTION TO LITERATURE

Students needing a year of introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. English 111 is a one-semester introduction to literary genres through the study of drama, poetry, the short story, and the novel. The course will give students the opportunity to read, discuss, and write about texts in the different genres.

Prerequisites

ENGL 110 with a grade of "C" or better. This course is available via Distance Education.

AVIA 200 ADVANCED FLIGHT TRAINING - FALL TERM

Fall Term - During second year, pilot flight training of approximately 150 hours of single and multi-engine advanced flight training are completed with emphasis on instrument flying and airway navigation. Flight tests for the Multi-Engine Rating are usually completed in October.

AVIA 210 ADVANCED GROUND INSTRUMENT TRAINING - FALL TERM

Fall Term - Individual pilot training instruction in single and multi-engine instrument flight and procedures using piston and turbine simulators.

AVIA 240 TRANSPORT AIRCRAFT SYSTEMS AND OPERATIONS

The first section of this course covers the normal and emergency operating procedures for the Beech King Air. This material prepares you for flight in the King Air simulator.

The remainder of this aviation course covers the normal and emergency operating procedures for transport aircraft as well as the principles of operation of typical systems found in transport aircraft. Several different aircraft will be selected for study based on their representative design. Emphasis will be on pilot centered knowledge such as diagnosing a systems failure and employment of redundant or backup systems where available and recognition of key failures that have no redundancy.

The main topics covered are: general considerations for the operation of very large and heavy aircraft; Vspeed concepts; Transport Aircraft Flight Manuals; performance charts; Transport Aircraft systems; minimum equipment lists and other record keeping for transport aircraft; Transoceanic operation; Grid navigation; operation in the Arctic on True courses; Celestial navigation principles

* Note that transport aircraft electronics such as the flight instrument displays, ground proximity warning, weather radar, etc. are covered in Avia 261.

Prerequisites

AVIA 140. Students are expected to know how aircraft systems work and are operated, as well as how to recognize a failure and trouble shoot it.

AVIA 250 ADVANCED CRM/ PDM AND AIRMANSHIP

This course builds on the knowledge gained in AVIA 150. Emphasis is placed on management styles, behavior, leadership, problem-solving and decision making especially as they apply in two-pilot operations. Pilot communications skills are emphasized and developed through exercises. Command responsibilities as they apply in a typical airline or corporate flight operation are reviewed.

Aviation physiology will include a field trip to Fairchild AFB in Spokane, Washington, to experience hypoxia and rapid decompression in a hyperbaric chamber, as well as vision loss in a night vision lab.

Classroom training exercises involving practical experience in group problem-solving under the pressure of time constraints will be conducted. Role playing is required and presentation of solutions to the class. (Small groups will analyze video tape documentation, ATC transcripts, cockpit voice recorder transcripts and flight data

recorder tracings of selected aircraft accidents and incidents, after which presentations will be made listing the human factors causes and practical recommendations that would prevent a recurrence.)

AVIA 260 IFR PROCEDURES

In this course you will learn all the procedures required in IFR flight. These include: holds; departures, enroute, approach and arrival procedures; circling and missed approach procedures. In class, students will practice IFR communications procedures in controlled, uncontrolled, radar, and non-radar environments. Class participation and performance will be evaluated. Exercises and assignments in navigation and communication radio setup will be conducted. Students will learn best practices in the use of available radio equipment. The College aircraft and simulators provide a diverse range of radio equipment including VOR, ADF, GPS, RNAV, auto-pilot, etc and use of all these must be mastered by the student pilot.

The course includes overviews of the Air Traffic Control (ATC) systems and IFR approach design process to assist the pilot in understanding how to operate safely in the IFR system.

Prerequisites

AVIA 160. Students are assumed to have mastered the principles of navigation and flight planning. Flight planning exercises will be included in this course.

AVIA 261 AIRCRAFT ELECTRONICS

In this course you will learn the principles of operation and use of navigation and other electronic systems. Topics include all the following plus any emerging electronic systems: VOR - VHF Omnidirectional Range; ADF - Automatic Direction Finder; DME - Distance Measuring Equipment; TACAN - Tactical Air Navigation Aid; RNAV - Area Navigation; PAR - Precision Approach Radar; MLS - Microwave Landing System; GPS - Global Positioning System; FMS - Flight Management System; Mach Meter; EFIS - Electronic Flight Instrument System; TCAS - Terrain Alert and Collision Avoidance System; GPWS - Ground Proximity Warning System; INS - Inertial Navigation System; IRS - Inertial Reference System; Weather RADAR, etc.

TWC 252 AVIATION COMMUNICATIONS

The study and practice of communications topics important to the commercial pilot, including oral presentations, technical writing, job applications and interviews.

AVIA 200 ADVANCED FLIGHT TRAINING - WINTER TERM

Winter Term - During second year, pilot flight training of approximately 150 hours of single and multi-engine advanced flight training are completed with emphasis on instrument flying and airway navigation. Flight tests for the Commercial Pilot Licence are completed in April and the Multi-IFR Rating is completed by early June.

AVIA 201 FLIGHT OPERATIONS

This course supports the AVIA 200 course, providing the necessary ground briefings for all the flight exercises involved in Commercial flight preparation, multi-engine (systems and operating procedures) and IFR exercise descriptions.

This course also includes coverage of licensing requirements for the Commercial Pilot, Multi-engine and Instrument ratings, as well as a brief description of licensing requirements for type endorsements, high performance flight and the Airline Transport Pilot License (ATPL). A review of operational considerations for winter flying and mountain flying is included.

AVIA 210 ADVANCED GROUND INSTRUMENT TRAINING - WINTER TERM

Winter Term - Individual flight instruction in single and multi-engine instrument flight and procedures using piston and turbine simulators. This term also includes Multi-Crew Coordination (MCC) training.

AVIA 220 ADVANCED METEOROLOGY

This course reviews the basic meteorology covered in AVIA 120 and continues with theory to upgrade the student's knowledge to the ATPL and Instrument Rating level. Weather across Canada will be studied with an introduction to global weather and international TAFs and METARs.

AVIA 230 AIR LAW FOR COMMERCIAL OPERATIONS

In this course the student will learn the additional regulatory requirements that govern the operation of commercial air services under CAR VII as well as private aircraft operator certificates under CAR VI.

Additionally the student pilot will cover several topics important to commercial pilots including: certification process for transport category aircraft, including Minimum Equipment List (MEL); obtaining an operating certificate; dangerous goods handling; IFR approach certification process; supplemental type certification; person responsible for maintenance duties; company aviation safety officer.

Prerequisites

AVIA 130. Students will be held responsible for previously covered material and will be examined on it.

Contacts

PROGRAM CONTACTS

Aviation Admissions Contact, Catherine Harder
Tele: 250-365-1324
charder@selkirk.ca

Aviation Program Contact, Caroline Soukoroff
Direct: 250-365-1205
aviation@selkirk.ca

SCHOOL CHAIR

Henri P Bureaud
Tele: 250-365-1203
hbureaud@selkirk.ca

**FOR LATEST INFORMATION
VISIT SELKIRK.CA**

Program Calendar

2009

- September 8 - Orientation.
- September 9 - Fall Semester begins.
- December 11 - Fall Semester ends.
- December 14-23 - Fall Semester examinations.

2010

- January 4 - Winter Semester begins.
- February 15-19 - Reading Break.
- April 9 - Winter Semester ends.
- April 12-21 - Winter Semester examinations.

Program Objectives

Selkirk College Business Administration programs have been designed to provide graduates with a solid, business-oriented education that is specialized yet diversified.

Students can major in one of two specific disciplines: or . The program develops skills in all essential areas of business and industry.

The Business Administration program operates on a or work/study format. Four-month work periods are provided to assist students in applying academic knowledge to the business environment.

For those students who choose not to follow the cooperative education format, the diploma requirements in their respective majors can be completed in two years of regular academic semesters.

Diploma Options

BUSINESS ADMINISTRATION DIPLOMA: ACCOUNTING/FINANCE MAJOR

- See description in Accounting/Finance.

BUSINESS ADMINISTRATION DIPLOMA: PROFESSIONAL MANAGEMENT MAJOR

- See description in Professional Management.

INTERNATIONAL BUSINESS ADVANCED DIPLOMA

- See description in International Business.

OFFICE MANAGEMENT DIPLOMA

- See description in Office Management.

Course of Studies

Translation Key:

* Lec = Lecture Hours per week;

* Lab = Lab Hours per week;

Courses marked as (D) may also be available via Distance Education.

Course	Name	Lec	Lab
Term 1			
COMM 220	Principles of Organizational Behaviour	4	0
COMM 240 (D)	Financial Accounting I	5	0
CPSC 132	Elements of Computing	3	2
ECON 106	Principles of Economics	3	1
MATH 125	Business Mathematics	4	0
TWC 164	Introductory Report and Letter Writing	4	0
	Total:	23	3

Course	Name	Lec	Lab
Term 2			
ADMN 181	Marketing	4	0
COMM 241 (D)	Financial Accounting II	5	0
ECON 107	Principles of Economics	3	1
STAT 105 (D)	Introduction to Statistics	3	2
TWC 165	Oral Presentations and Skills Training	4	0
	Total:	19	3

Co-op Education

The Business Administration program is offered in a cooperative education or work/study format. Three four-month work periods are provided to assist students in applying academic knowledge to the business environment. The Co-operative Education option should be applied for at the beginning of the second semester of studies.

Program length is 28 months for Professional Management majors and 32 months for Accounting and Finance majors who choose the Co-op Education option.

Co-op Work Terms provide for the practical application of academic studies. Each four-month work term is a separate co-op education course. Students spend work terms at an employer's site and a report covering each work term is required. Work term assignments become progressively more challenging. Students will receive 15 credits on their transcripts per co-op education course.

For those students who choose not to follow the cooperative education format, the diploma requirements in their respective majors can be completed in two years of regular academic semesters.

Completion Options

COLLABORATIVE BACHELOR DEGREE PROGRAMS CANADIAN INSTITUTIONS

Selkirk College Business Administration Diploma graduates can transfer into the third year of:

- **Okanagan College** Bachelor of Business Administration degree program.
- **Royal Roads University** Bachelor of Commerce in Entrepreneurial Management at Royal Roads. This program is offered on a quarter system that condenses the third and fourth year curriculum into one calendar year.
- **Thompson Rivers University - Open Learning** Bachelor of Commerce degree program.
- **University of Lethbridge** Bachelor of Management degree program.
- **University of Northern BC** Bachelor of Commerce. For further information on the programs listed above, email business@selkirk.ca

INTERNATIONAL INSTITUTIONS

- **American Business School - Paris**
Selkirk business administration diploma graduates

can transfer into the third year of the Bachelor of Business Administration degree program at the American Business School - in Paris, France upon meeting the school's admission requirements.

Email business@selkirk.ca for further information.

- **Griffith University - Australia**

Selkirk business administration - accounting/finance diploma graduates can transfer into the fourth semester of a six semester Bachelor of Commerce degree program at Griffith University in Queensland, Australia.

Selkirk business administration - professional management diploma graduates can transfer into the fourth semester of six-semester Bachelor of Business (Management) degree program at Griffith University in Queensland, Australia.

Email info@komconsultant.com for further information.

PROFESSIONAL DESIGNATIONS

- The Certified General Accountants Association of BC (CGA), the Certified Management Accountants Society of BC (CMA), and the Institute of Chartered Accountants of British Columbia, School of Business (CASB), grant exemptions toward professional accounting designations for courses successfully completed in Business Administration.
- A number of professional organizations recognize Selkirk College's courses and/or the diploma as part of their credential requirements. The list is expanding but includes the following organizations at present:
- BC Association of the Appraisal Institute of Canada.
- Building Owners and Managers Institute of Canada.
- Canadian Institute of Bookkeeping.
- The Canadian Institute of Management.
- Canadian Institute of Traffic and Transportation.
- The Canadian Payroll Association.
- The Credit Union Institute of Canada.
- Institute of Canadian Bankers.
- Purchasing Management Association of Canada.
- Real Estate Institute of British Columbia.
- Other links of interest for professional development:
- Canadian Securities Institute.
- Chartered Financial Analyst Institute.
- Financial Planners Standards Council.
- Human Resources Management Association of BC.

- Institute of Professional Management.
- Local Government Employees Certification.
- Real Estate Council of BC.
- Society of Notaries Public of BC.

Email business@selkirk.ca for further information Admission Requirements

In addition to meeting the , applicants must meet the following Business Administration requirements:

- English 12 or equivalent with a grade of "C+" or higher required.
- Principles of Mathematics 11 or Applications of Mathematics 12, or equivalent, with a grade of "C+" or higher required.
- Mathematics 12 and at least one Science 11 are recommended.
- Mature applicants without the above qualifications for full-time study are encouraged to arrange an interview with the school chair or designate to discuss admission to the program. An assessment will be made of the applicant's ability to complete the program based on work experience, studies undertaken since leaving school, and the results of the aforementioned interview.
- Current high school graduates who lack the admission requirements may still gain admission to the program through a multi-level entry system which allows students to take a combination of business and upgrading courses in the first year. This mode of entry normally extends the length of the business diploma program to three years.

PART-TIME STUDY

The Business Administration program encourages and supports part-time study, and special consideration has been given to the integration of part-time students into the program.

NOTES:

- Only full-time students are eligible for Co-op work term experiences.
- Where enrollment is limited, priority will be given to full-time students.

Course Descriptions

COMM 220 PRINCIPLES OF ORGANIZATIONAL BEHAVIOUR

The Business Administration Principles of Organizational Behaviour course is an introduction to the behaviour, relationships, and performance of individuals and groups in work organizations as well as the nature of organizational structure and

processes. Organizational dynamics are examined with a view to creating an effective working environment from a human perspective.

Equivalents:

CASB - Human Resource Management; CMA - Human Resources (with ADMN 270); CPA - Organizational Behaviour; CUIC - Organizational Behaviour.

COMM 240 FINANCIAL ACCOUNTING I

The Business Administration Financial Accounting I course is an introductory course in accounting from the basic accounting equation to the preparation of the income statement, statement of owner's equity and balance sheet. This course covers merchandise operations, valuation and control of cash, temporary investments and receivables, inventories and cost of goods sold, principles of internal control and accounting for payroll liabilities. Includes important accounting principles and concepts as well as the classification of accounts. The use of special journals, worksheets and computerized accounting is also covered.

Equivalents:

BC Appraisal - Introduction of Accounting; CIB - Bookkeeping I; CPA - Accounting I; (With COMM 241): CGA - Financial Accounting; CMA - Introductory Financial Accounting; CUIC Accounting; REIC - College Elective. This course is available via Distance Education.

CPSC 132 COMPUTER APPLICATIONS FOR BUSINESS

This survey course, intended for Business Administration students, provides a general introduction to computer concepts and terminology, and the current and future use of computers in the business world. Students will learn the fundamentals of Microsoft Office applications in the lab sessions. Course delivery is mixed-mode: lectures will be delivered online, while labs will take place face-to-face in the computer labs. This course does not serve as a prerequisite for further computing science courses.

Prerequisites

ENGL 12 or equivalent with a grade of "C" or better or written permission of the Instructor and School Chair.

Equivalents:

CIB - Computer Applications; CGA - Management Information Systems (with ADMN 269); CPA - Intro to Computer Systems.

ECON 106 PRINCIPLES OF ECONOMICS

Topics covered include: national income accounts, national income determination model, monetary

system, monetary and fiscal policy, problems with the Macro System, inflation, unemployment, etc.; international trade - balance of payments, exchange rates, capital flows.

Prerequisites

ENGL 12 or equivalent with a grade of “C” or better.

Equivalents:

(together with ECON 107): CGA - Economics 1, CASB - Economics; CMA - Economics.

MATH 125 BUSINESS MATHEMATICS

Math 125: Business Mathematics is intended for first year students enrolled in the Business Administration program. It stresses the mathematics required in financial processes. The course starts with a review of basic arithmetic and algebra. With these skills the student will solve several practical business problems. Topics include (but are not limited to) ratio and proportion, merchandising, break-even analysis, simple interest and promissory notes, compound interest and effective rates, simple and general annuities, annuities due and deferred annuities, amortization of loans and payment schedules, sinking funds and investment decision analysis.

Prerequisites

Principles of Math 11 or equivalent with grade of “C+” or better, or written permission of the Instructor and School Chair.

MATH 125 INTRODUCTION TO DISCRETE MATHEMATICS

Discrete math is a new and important part of mathematics, and is concerned primarily with the analysis and computational representation of “finite structures”. Its applications are widespread in modern technology and include scheduling, network construction, data communications, and computer engineering. This course serves as an introduction to some of the basic techniques of the discipline, including methods of counting, modular arithmetic, and formal logic. The focus of the course will be on formulating problems into mathematical models and on methods applicable to the analysis of these models.

TWC 164 INTRODUCTORY REPORT AND LETTER WRITING

This course is an introduction to the fundamentals of effective oral and written communication. Components included are communication theory and its application to business situations. The emphasis is on basic skills/techniques and covers a review of English writing skills and simple technical formats such as memos, business letters, and basic report writing, as well as short oral assignments. The course concludes with theory

and practice in Job Search Skills and Strategies.

Prerequisites

ENGL 12 with a grade of “C+” or better. (See Admission Requirements.)

Equivalents:

CGA (with ENGL 110) - Communication I; CIM (with TWC 165) - Managerial Communication; CPA - Business Writing.

ADMN 181 MARKETING

This course introduces students to basic concepts and principles of marketing. Topics include Canadian entrepreneurship, small business management, evaluation of business opportunities, and marketing management. Market planning will be emphasized as well as practical decision making in regards to evaluating the business environment, market segmentation, market research, and strategy choices. The marketing mix or product, price, place of distribution, and promotion will be discussed in depth.

Equivalents:

CMA - Marketing; CUIC - Marketing; REIC - College Elective.

COMM 241 FINANCIAL ACCOUNTING II

The Business Administration Financial Accounting II course is the next financial accounting course, reviewing and enlarging upon concepts and principles, their application to and effect upon financial statements. Topics include: capital and intangible assets, current and long-term liabilities, partnership accounting, accounting for corporate transactions, notes and bonds payable, the cash flow statement, and financial statement analysis.

Prerequisites

COMM 240 with a grade of “C” or better.

Equivalents:

(With COMM 240): CIB - Bookkeeping II; CPA - Accounting II; CGA - Financial Accounting; CMA - Introductory Financial Accounting I; CUIC - Accounting; REIC - College Elective. This course is available via Distance Education.

ECON 107 PRINCIPLES OF ECONOMICS 107

Usually taken following Economics 106. Topics covered include: supply and demand - price supports, the agricultural problem, value theory, theory of the firm - competition, pollution, industrial organization - monopoly, public utilities, advertising, income distribution B labour unions, productivity.

Prerequisites

ENGL 12 or equivalent with a grade of “C” or better.

Equivalents:

(together with ECON 106): CGA - Economics 1, CASB - Economics; CMA - Economics.

STAT 105 INTRODUCTION TO STATISTICS 105

This course is intended for social, environmental science and business students and others who would benefit from a one-term statistics course. Topics include estimation of means and hypothesis testing. Applications are explored.

Prerequisites

Principles of MATH 11 or Applications of MATH 11 or equivalent, with a grade of “C+” or better, or written permission of the Instructor and School Chair.

This course is available via Distance Education.

TWC 165 ORAL PRESENTATIONS AND SKILLS TRAINING 165

This course focuses on complex oral and written communication. Material covered includes newsletters, formal reports, brochures, persuasive messages, public presentations, and decision making in small groups.

Prerequisites

TWC 164 or ENGL 110.

Equivalents:

CGA - Public Speaking; CIM (with TWC 164) - Managerial Communication; CPA - Interpersonal Skills.

Contacts

Business Admissions Contact, Catherine Harder
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Business Program Contact, Caroline Soukoff
Tel: 250-365-1205
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Instructor / Program Contact, Tiffany Snauwaert
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Henri P Bureaud, School Chair
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hbureaud@selkirk.ca

BUSINESS ADMINISTRATION - ACCOUNTING/FINANCE

TWO-YEAR DIPLOMA AT CASTLEGAR CAMPUS

Program Objectives

Accounting/Finance majors acquire a solid background in the financial structure of business. Students develop skills in all areas of financial and managerial accounting, systems analysis and design, auditing, taxation, and computer systems and applications. Graduates are awarded significant advance credits towards a professional designation by the Certified General Accountants (CGA), the Certified Management Accountants (CMA) and the Institute of Chartered Accountants, School of Business (CASB). These advance credits apply to a number of in industry and government as well.

Course Descriptions

COMM 220 PRINCIPLES OF ORGANIZATIONAL BEHAVIOUR

The Business Administration Principles of Organizational Behaviour course is an introduction to the behaviour, relationships, and performance of individuals and groups in work organizations as well as the nature of organizational structure and processes. Organizational dynamics are examined with a view to creating an effective working environment from a human perspective.

Equivalents:

CASB - Human Resource Management; CMA - Human Resources (with ADMN 270); CPA - Organizational Behaviour; CUIC - Organizational Behaviour.

COMM 240 FINANCIAL ACCOUNTING I

The Business Administration Financial Accounting I course is an introductory course in accounting from the basic accounting equation to the preparation of the income statement, statement of owner's equity and balance sheet. This course covers merchandise operations, valuation and control of cash, temporary investments and receivables, inventories and cost of goods sold, principles of internal control and accounting for payroll liabilities. Includes important accounting principles and concepts as well as the classification of accounts. The use of special journals, worksheets and computerized accounting is also covered.

Equivalents:

BC Appraisal - Introduction of Accounting; CIB - Bookkeeping I; CPA - Accounting I; (With COMM 241): CGA - Financial Accounting; CMA - Introductory Financial Accounting; CUIC Accounting; REIC - College Elective. This course is available via Distance Education.

Co-op Work Term

Co-op Work Terms for Business Administration-Accounting/Finance

SEPT-DEC	JAN-APR	MAY-AUG	MONTHS
STUDY TERM 1	STUDY TERM 2	WORK TERM 1	12
STUDY TERM 3	WORK TERM 2	WORK TERM 3	12
WORK TERM 4	STUDY TERM 4	GRAD	8
	With CO-OP	TOTAL MONTHS	32
	Without CO-OP	TOTAL MONTHS	16

Course of Studies

Translation Key:

* Lec = Lecture Hours per week;

* Lab = Lab Hours per week;

Courses marked as (D) may also be available via Distance Education.

Course	Name	Lec	Lab
	Term 3		
ADMN 251	Intermediate Accounting I	5	0
ADMN 252	Financial Management	3	0
ADMN 253	Principles of Income Tax I	4	0
ADMN 259	Auditing	4	0
ADMN 269	Information Systems	4	0
ADMN 272	Commercial Law (Optional)	4	0
	Total:	24	0
	Term 4		
ADMN 250	Managerial Accounting	4	0
ADMN 254	Intermediate Accounting II	5	0
ADMN 255	Corporate Finance	3	0
ADMN 257	Income Tax II	4	0
ADMN 295	Business Policy	3	0
STAT 206	Statistics (Optional)	3	2
	Total:	22	2

CPSC 132 COMPUTER APPLICATIONS FOR BUSINESS

This survey course, intended for Business Administration students, provides a general introduction to computer concepts and terminology, and the current and future use of computers in the business world. Students will learn the fundamentals of Microsoft Office applications in the lab sessions. Course delivery is mixed-mode: lectures will be delivered online, while labs will take place face-to-face in the computer labs. This course does not serve as a prerequisite for further computing science courses.

Prerequisites

ENGL 12 or equivalent with a grade of "C" or better or written permission of the Instructor and School Chair.

Equivalents:

CIB - Computer Applications; CGA - Management Information Systems (with ADMN 269); CPA - Intro to Computer Systems.

ECON 106 PRINCIPLES OF ECONOMICS

Topics covered include: national income accounts, national income determination model, monetary system, monetary and fiscal policy, problems with the Macro System, inflation, unemployment, etc.; international trade - balance of payments, exchange rates, capital flows.

Prerequisites

ENGL 12 or equivalent with a grade of "C" or better.

Equivalents:

(together with ECON 107): CGA - Economics 1, CASB - Economics; CMA - Economics.

MATH 125 BUSINESS MATHEMATICS

Math 125: Business Mathematics is intended for first year students enrolled in the Business Administration program. It stresses the mathematics required in financial processes. The course starts with a review of basic arithmetic and algebra. With these skills the student will solve several practical business problems. Topics include (but are not limited to) ratio and proportion, merchandising, break-even analysis, simple interest and promissory notes, compound interest and effective rates, simple and general annuities, annuities due and deferred annuities, amortization of loans and payment schedules, sinking funds and investment decision analysis.

Prerequisites

Principles of Math 11 or equivalent with grade of "C+" or better, or written permission of the Instructor and School Chair.

MATH 125 INTRODUCTION TO DISCRETE MATHEMATICS

Discrete math is a new and important part of mathematics, and is concerned primarily with the analysis and computational representation of "finite structures". Its applications are widespread in modern technology and include scheduling, network construction, data communications, and computer engineering. This course serves as an introduction to some of the basic techniques of the discipline, including methods of counting, modular arithmetic, and formal logic. The focus of the course will be on formulating problems into mathematical models and on methods applicable to the analysis of these models.

TWC 164 INTRODUCTORY REPORT AND LETTER WRITING

This course is an introduction to the fundamentals of effective oral and written communication. Components included are communication theory and its application to business situations. The emphasis is on basic skills/techniques and covers a review of English writing skills and simple technical formats such as memos, business letters, and basic report writing, as well as short oral assignments. The course concludes with theory and practice in Job Search Skills and Strategies.

Prerequisites

ENGL 12 with a grade of "C+" or better. (See Admission Requirements.)

Equivalents:

CGA (with ENGL 110) - Communication 1; CIM (with TWC 165) - Managerial Communication; CPA - Business Writing.

ADMN 181 MARKETING

This course introduces students to basic concepts and principles of marketing. Topics include Canadian entrepreneurship, small business management, evaluation of business opportunities, and marketing management. Market planning will be emphasized as well as practical decision making in regards to evaluating the business environment, market segmentation, market research, and strategy choices. The marketing mix or product, price, place of distribution, and promotion will be discussed in depth.

Equivalents:

CMA - Marketing; CUIC - Marketing; REIC - College Elective.

COMM 241 FINANCIAL ACCOUNTING II

The Business Administration Financial Accounting II course is the next financial accounting course, reviewing and enlarging upon concepts and principles, their application to and effect upon financial statements. Topics include: capital and intangible assets, current and long-term liabilities, partnership accounting, accounting for corporate transactions, notes and bonds payable, the cash flow statement, and financial statement analysis.

Prerequisites

COMM 240 with a grade of "C" or better.

Equivalents:

(With COMM 240): CIB - Bookkeeping II; CPA - Accounting II; CGA - Financial Accounting; CMA - Introductory Financial Accounting I; CUIC - Accounting; REIC - College Elective. This course is available via Distance Education.

ECON 107 PRINCIPLES OF ECONOMICS

Usually taken following Economics 106. Topics covered include: supply and demand - price supports, the agricultural problem, value theory, theory of the firm - competition, pollution, industrial organization - monopoly, public utilities, advertising, income distribution B labour unions, productivity.

Prerequisites

ENGL 12 or equivalent with a grade of "C" or better.

Equivalents:

(together with ECON 106): CGA - Economics 1, CASB - Economics; CMA - Economics.

TWC 165 ORAL PRESENTATIONS AND SKILLS TRAINING

This course focuses on complex oral and written communication. Material covered includes newsletters, formal reports, brochures, persuasive

messages, public presentations, and decision making in small groups.

Prerequisites

TWC 164 or ENGL 110.

Equivalents:

CGA - Public Speaking; CIM (with TWC 164) - Managerial Communication; CPA - Interpersonal Skills.

STAT 105 INTRODUCTION TO STATISTICS

This course is intended for social, environmental science and business students and others who would benefit from a one-term statistics course. Topics include estimation of means and hypothesis testing. Applications are explored.

Prerequisites

Principles of MATH 11 or Applications of MATH 11 or equivalent, with a grade of "C+" or better, or written permission of the Instructor and School Chair.

This course is available via Distance Education.

ADMN 251 INTERMEDIATE ACCOUNTING I

The first part of a two-semester course dealing with theory and concepts as applied to financial reporting. Valuation and cost allocation problems applying to cash, receivables, inventories and investments, property, plant and equipment are an integral part of this course.

Prerequisites

COMM 240/241 or equivalent.

Equivalents:

CPA - Accounting II (until end of 2007); (With ADMN 254): CASB - Intermediate Assets and Equities; CGA - Financial Accounting 2 and 3; CMA - Intermediate Financial Accounting.

ADMN 252 FINANCIAL MANAGEMENT

This course examines the role of finance and the tools and environment of financial decision-making. Topics include: Time value of money, foundations for valuation, financial analysis and planning, management of current assets and liabilities, capital budgeting, risk and return, and personal finance.

Prerequisites

COMM 240/241 or equivalent.

Equivalents:

(with ADMN 255): CASB - Introductory Finance; CGA - Finance I; CMA - Corporate Finance; CUIC - Finance; REIC - College Elective.

ADMN 253 **PRINCIPLES OF INCOME TAX I**

A study of the nature and structure of the Income Tax Act, as it applies to individuals. Topics include determination of net income for tax purposes, taxable income and income taxes payable. Income from employment, business, property, capital gains and miscellaneous sources are included.

Prerequisites

COMM 240/241 or equivalent.

Equivalents:

CIB - Income Tax; (with ADMN 257) CASB - Introductory Taxation; CGA - Tax 1; CMA - Taxation; REIC - College Elective.

ADMN 259 **AUDITING**

A one semester course examining the nature and function of auditing. Students will study the various types of audits as well as the auditor's role in the decision-making process. The planning accumulation and interpretation of audit evidence including EDP systems is a major component of the course. A comprehensive case study requiring an examination of internal control, planning an audit, development of an audit program and the preparation and completion of working papers, financial statements and the auditors' report is also part of this course.

Prerequisites

COMM 240/241 or equivalent.

Equivalents:

CASB - Introductory Assurance; CGA-Auditing 1; CMA - Internal Control and Audit; REIC - College Elective.

ADMN 269 **INFORMATION SYSTEMS**

This course examines the relationships and distinctions between Management Information Systems (MIS) and Accounting Information Systems (AIS). It examines the standard categories of business transactions and how these transactions flow through the organization, are stored (with emphasis on databases), and are reported for use by both internal and external users. Accounting information system developments are studied with emphasis on systems analysis and design, internal controls, and proper documentation.

Prerequisites

ADMN 167 or CPSC 132, COMM 240/241

Equivalents:

CASB - Introductory Information Systems and Technology; CGA - Management Information Systems 1 (with ADMN 167); CMA - Information Technology.

ADMN 272 **COMMERCIAL LAW**

This course is an introduction to law as it applies to business. The development of the courts and the machinery of justice will be outlined. A study will then be made of contracts including their formation, impeachment, breach, assignment and discharge. Agency will also be discussed as well as various federal and provincial statutes.

Equivalents:

CASB - Business Law; CGA - Law 1; CMA - Commercial Law; CUIC - Elective; REIC College Elective.

ADMN 250 **MANAGERIAL ACCOUNTING**

An introduction to management accounting concepts, including job order and process costing, cost-volume-profit relationships, variable costing, activity-based costing, standard costs, cost control through flexible budgets, segment reporting and identification of costs relevant to price, product and replacement decisions.

Prerequisites

COMM 240/241 or equivalent.

Equivalents:

CGA - Management Accounting 1; CIB - Cost Management; CMA - Introductory Management Accounting; CPA - Managerial Accounting; REIC -College Elective.

ADMN 254 **INTERMEDIATE ACCOUNTING II**

The second part of a course dealing with theory and concepts as applied to financial reporting. Topics include valuation and cost allocation problems applying to intangible assets, liabilities, leases and pensions, accounting for owner's equity, future income tax assets and liabilities, cash flow statements and full disclosure on financial reports.

Prerequisites

ADMN 251 or equivalent.

Equivalents:

(With ADMN 251): CASB - Intermediate Assets and Equities; CGA - Financial Accounting 2 and 3; CMA - Intermediate Financial Accounting.

ADMN 255 **CORPORATE FINANCE**

This course examines the raising and allocating of funds within the corporate context. Topics include: conceptual aspects of capital structure, dividend policy, interface with suppliers of capital, financial securities, corporate combinations, international finance and reorganization and liquidations.

Prerequisites

COMM 240/241 or equivalent.

Equivalents

Equivalencies (with ADMN 252): CASB - Introductory Finance; CGA - Finance I; CMA - Corporate Finance; CUIC - Finance.

ADMN 257 **INCOME TAX II**

A study of the nature and structure of the Income Tax Act, as it applies to corporations, partnerships, deceased taxpayers, trusts and non-residents, with the focus on corporate taxation, a corporate tax return and relevant schedules are prepared to determine net income for tax purposes, taxable income and income taxes payable. Capital cost allowance deductions for eligible capital property, and special topics are included.

Prerequisites

ADMN 253 or equivalent.

Equivalents:

CPA - Taxation; (with ADMN 253) CASB - Introductory Taxation; CGA - Tax 1; CMA - Taxation.

ADMN 295 **BUSINESS POLICY**

A capstone course integrating the varied disciplines in business including accounting and finance, marketing, operations, economics, forecasting, and management philosophies into a comprehensive knowledge base which becomes a foundation for strategic planning. Computer simulations will be used to provide planning and decision-making opportunities.

Prerequisites

ADMN 181, COMM 240/241 or equivalent.

Equivalents:

CMA - Strategic Management; CUIC - Elective; REIC - College Elective.

STAT 206 **STATISTICS**

This course provides an introduction to statistical methods intended for students of Engineering or the Sciences. Descriptive statistics, probability and inferential statistics are covered at a level appropriate for students with some calculus background. The students will learn to calculate confidence intervals and perform hypothesis testing for experiments involving one and two samples. Linear regression and correlation may be introduced if time permits.

Prerequisites

Math 100 or Math 140 or an equivalent calculus course that introduces integral calculus.

Equivalents:

CASB - Statistics; CGA - Quantitative Methods I; CMA - Quantitative Methods.

Contacts

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Program Objectives

The **Professional Management** major provides students with the tools to function competently in the management environment. Graduates

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BUSINESS ADMINISTRATION - PROFESSIONAL MANAGEMENT

TWO-YEAR DIPLOMA AT CASTLEGAR CAMPUS

develop skills in physical resource and operations management, marketing and sales, financial and information systems, computer applications, and human resource management. A number of advance credits extend to professional designations as well, and an opportunity is available in second year for students to take elective courses from these professional associations as part of their diploma requirements.

Co-op Work Term

Co-op Work Terms for Business Administration-Professional Management

SEPT-DEC	JAN-APR	MAY-AUG	MONTHS
STUDY TERM 1	STUDY TERM 2	WORK TERM 1	12
WORK TERM 2	STUDY TERM 3	WORK TERM 3	12
WORK TERM 4	GRAD		4
	With CO-OP	TOTAL MONTHS	28
	Without CO-OP	TOTAL MONTHS	16

Course Descriptions

COMM 220 PRINCIPLES OF ORGANIZATIONAL BEHAVIOUR

The Business Administration Principles of Organizational Behaviour course is an introduction to the behaviour, relationships, and performance of individuals and groups in work organizations as well as the nature of organizational structure and processes. Organizational dynamics are examined with a view to creating an effective working environment from a human perspective.

Equivalents:

CASB - Human Resource Management; CMA - Human Resources (with ADMN 270); CPA - Organizational Behaviour; CUIC - Organizational Behaviour.

COMM 240 FINANCIAL ACCOUNTING I

The Business Administration Financial Accounting I course is an introductory course in accounting from the basic accounting equation to the preparation of the income statement, statement of owner's equity and balance sheet. This course covers merchandise operations, valuation and control of cash, temporary investments and receivables, inventories and cost of goods sold, principles of internal control and accounting for payroll liabilities. Includes important accounting principles and concepts as well as the classification of accounts. The use of special journals, worksheets and computerized accounting is also covered.

Equivalents:

BC Appraisal - Introduction of Accounting; CIB - Bookkeeping I; CPA - Accounting I; (With COMM 241): CGA - Financial Accounting; CMA - Introductory Financial Accounting; CUIC Accounting; REIC - College Elective. This course is available via Distance Education.

CPSC 132 COMPUTER APPLICATIONS FOR BUSINESS

This survey course, intended for Business Administration students, provides a general

Course of Studies

Translation Key:

* Lec = Lecture Hours per week;

* Lab = Lab Hours per week;

Courses marked as (D) may also be available via Distance Education.

Course	Name	Lec	Lab
Term 3			
ADMN 130	Project Management	0	0
ADMN 252	Financial Management	3	0
ADMN 265	Operations Management	4	0
ADMN 270	Management Principles	3	0
ADMN 272	Commercial Law	4	0
ADMN 293	Electronic Commerce	2	2
	Total:	16	2
Term 4			
ADMN 250	Managerial Accounting	4	0
ADMN 255	Corporate Finance	3	0
ADMN 286	Human Resource Management	4	0
ADMN 295	Business Policy	3	0
ADMN 296	International Business	3	0
ADMN 297	Developing a Business Plan	3	0
	Total:	20	0

introduction to computer concepts and terminology, and the current and future use of computers in the business world. Students will learn the fundamentals of Microsoft Office applications in the lab sessions. Course delivery is mixed-mode: lectures will be delivered online, while labs will take place face-to-face in the computer labs. This course does not serve as a prerequisite for further computing science courses.

Prerequisites

ENGL 12 or equivalent with a grade of "C" or better or written permission of the Instructor and School Chair.

Equivalents:

CIB - Computer Applications; CGA - Management Information Systems (with ADMN 269); CPA - Intro to Computer Systems.

ECON 106 PRINCIPLES OF ECONOMICS

Topics covered include: national income accounts, national income determination model, monetary system, monetary and fiscal policy, problems with the Macro System, inflation, unemployment, etc.; international trade - balance of payments, exchange rates, capital flows.

Prerequisites

ENGL 12 or equivalent with a grade of "C" or better.

Equivalents:

(together with ECON 107): CGA - Economics 1, CASB - Economics; CMA - Economics.

MATH 125 BUSINESS MATHEMATICS

Math 125: Business Mathematics is intended for first year students enrolled in the Business Administration program. It stresses the mathematics required in financial processes. The course starts with a review of basic arithmetic and algebra. With these skills the student will solve several practical business problems. Topics include (but are not limited to) ratio and proportion, merchandising, break-even analysis, simple interest and promissory notes, compound interest and effective rates, simple and general annuities, annuities due and deferred annuities, amortization of loans and payment schedules, sinking funds and investment decision analysis.

Prerequisites

Principles of Math 11 or equivalent with grade of "C+" or better, or written permission of the Instructor and School Chair.

MATH 125 INTRODUCTION TO DISCRETE MATHEMATICS

Discrete math is a new and important part of mathematics, and is concerned primarily with the analysis and computational representation of "finite structures". Its applications are widespread in modern technology and include scheduling, network construction, data communications, and computer engineering. This course serves as an introduction to some of the basic techniques of the discipline, including methods of counting, modular arithmetic, and formal logic. The focus of the course will be on formulating problems into mathematical models and on methods applicable to the analysis of these models.

TWC 164 INTRODUCTORY REPORT AND LETTER WRITING

This course is an introduction to the fundamentals of effective oral and written communication. Components included are communication theory and its application to business situations. The emphasis is on basic skills/techniques and covers a review of English writing skills and simple technical formats such as memos, business letters, and basic report writing, as well as short oral assignments. The course concludes with theory and practice in Job Search Skills and Strategies.

Prerequisites

ENGL 12 with a grade of "C+" or better. (See Admission Requirements.)

Equivalents:

CGA (with ENGL 110) - Communication 1; CIM (with TWC 165) - Managerial Communication; CPA - Business Writing.

ADMN 181 MARKETING

This course introduces students to basic concepts and principles of marketing. Topics include Canadian entrepreneurship, small business management, evaluation of business opportunities, and marketing management. Market planning will be emphasized as well as practical decision making in regards to evaluating the business environment, market segmentation, market research, and strategy choices. The marketing mix or product, price, place of distribution, and promotion will be discussed in depth.

Equivalents:

CMA - Marketing; CUIC - Marketing; REIC - College Elective.

COMM 241 FINANCIAL ACCOUNTING II

The Business Administration Financial Accounting II course is the next financial accounting course, reviewing and enlarging upon concepts and principles, their application to and effect upon financial statements. Topics include: capital and intangible assets, current and long-term liabilities, partnership accounting, accounting for corporate transactions, notes and bonds payable, the cash flow statement, and financial statement analysis.

Prerequisites

COMM 240 with a grade of "C" or better.

Equivalents:

(With COMM 240): CIB - Bookkeeping II; CPA - Accounting II; CGA - Financial Accounting; CMA - Introductory Financial Accounting I; CUIC - Accounting; REIC - College Elective. This course is available via Distance Education.

ECON 107 PRINCIPLES OF ECONOMICS

Usually taken following Economics 106. Topics covered include: supply and demand - price supports, the agricultural problem, value theory, theory of the firm - competition, pollution, industrial organization - monopoly, public utilities, advertising, income distribution B labour unions, productivity.

Prerequisites

ENGL 12 or equivalent with a grade of "C" or better.

Equivalents:

(together with ECON 106): CGA - Economics 1, CASB - Economics; CMA - Economics.

TWC 165 ORAL PRESENTATIONS AND SKILLS TRAINING

This course focuses on complex oral and written communication. Material covered includes newsletters, formal reports, brochures, persuasive messages, public presentations, and decision making in small groups.

Prerequisites

TWC 164 or ENGL 110.

Equivalents:

CGA - Public Speaking; CIM (with TWC 164) - Managerial Communication; CPA - Interpersonal Skills.

STAT 105 INTRODUCTION TO STATISTICS

This course is intended for social, environmental science and business students and others who would benefit from a one-term statistics course. Topics include estimation of means and hypothesis testing. Applications are explored.

Prerequisites

Principles of MATH 11 or Applications of MATH 11 or equivalent, with a grade of "C+" or better, or written permission of the Instructor and School Chair.

This course is available via Distance Education.

ADMN 130 PROJECT MANAGEMENT

Students acquire a solid understanding of project management methods and gain practical experience in proven project management techniques and discover a wealth of valuable, flexible tools that can be implemented to ensure the success of any project in any type of organization. Managing Projects gives you the foundation, experience, techniques and tools to: Manage each stage of the project life cycle, work within organizational and cost constraints, set goals tied directly to stakeholder needs, get the most from your project management team, and utilize state-of-the-art project management tools to get the work done on time and within budget.

Prerequisites

Math 12 or equivalent

ADMN 252 FINANCIAL MANAGEMENT

This course examines the role of finance and the tools and environment of financial decision-making. Topics include: Time value of money, foundations for valuation, financial analysis and planning, management of current assets and liabilities, capital budgeting, risk and return, and personal finance.

Prerequisites

COMM 240/241 or equivalent.

Equivalents:

(with ADMN 255): CASB - Introductory Finance; CGA - Finance I; CMA - Corporate Finance; CUIC - Finance; REIC - College Elective.

ADMN 265 OPERATIONS MANAGEMENT

A study of the operations fundamentals covering demand management, forecasting, inventory control, the EOQ model, scheduling, project management, aggregate planning, materials management, value analysis, supplier management, quality management and service centre management. Computer applications for the topics under study are assigned regularly.

Equivalents:

CMA - Operations Management.

ADMN 270 MANAGEMENT PRINCIPLES

An introduction to management theory, philosophy and techniques including the specialized areas of entrepreneurship, small business, and hospitality and service industries.

Prerequisites

Some knowledge of financial accounting required.

Equivalents:

CMA - Human Resources (with COMM 220); CPA - Management Skills; CUIC - Management; REIC - College Elective.

ADMN 272 COMMERCIAL LAW

This course is an introduction to law as it applies to business. The development of the courts and the machinery of justice will be outlined. A study will then be made of contracts including their formation, impeachment, breach, assignment and discharge. Agency will also be discussed as well as various federal and provincial statutes.

Equivalents:

CASB - Business Law; CGA - Law 1; CMA - Commercial Law; CUIC - Elective; REIC College Elective.

ADMN 293 ELECTRONIC COMMERCE

This course is an introduction to the multifaceted aspect of electronic commerce. The intention is to provide a framework for students to use in the analysis and formulation of e-commerce business solutions.

Prerequisites

ADMN 181, COMM 241.

ADMN 250 MANAGERIAL ACCOUNTING

An introduction to management accounting concepts, including job order and process costing, cost-volume-profit relationships, variable costing, activity-based costing, standard costs, cost control through flexible budgets, segment reporting and identification of costs relevant to price, product and replacement decisions.

Prerequisites

COMM 240/241 or equivalent.

Equivalents:

CGA - Management Accounting 1; CIB - Cost Management; CMA - Introductory Management Accounting; CPA - Managerial Accounting; REIC - College Elective.

ADMN 255 CORPORATE FINANCE

This course examines the raising and allocating of funds within the corporate context. Topics include: conceptual aspects of capital structure, dividend policy, interface with suppliers of capital, financial securities, corporate combinations, international finance and reorganization and liquidations.

Prerequisites

COMM 240/241 or equivalent.

Equivalents:

Equivalencies (with ADMN 252): CASB - Introductory Finance; CGA - Finance I; CMA - Corporate Finance; CUIC - Finance.

ADMN 286 HUMAN RESOURCE MANAGEMENT

An examination of how to most effectively utilize and manage the human element in work organizations including staffing, training and development, appraisal and compensation, industrial relations and human resources planning. The essential premise of Human Resources Management is that an organization's employees are its most vital asset in the accomplishment of its goals.

Prerequisites

COMM 220 or permission of the instructor.

Equivalents:

CUIC - Elective; REIC - College Elective.

ADMN 295 BUSINESS POLICY

A capstone course integrating the varied disciplines in business including accounting and finance, marketing, operations, economics, forecasting, and management philosophies into a comprehensive knowledge base which becomes

a foundation for strategic planning. Computer simulations will be used to provide planning and decision-making opportunities.

Prerequisites

ADMN 181, COMM 240/241 or equivalent.

Equivalents:

CMA - Strategic Management; CUIC - Elective; REIC - College Elective.

ADMN 296 INTERNATIONAL BUSINESS

A comprehensive overview of the implications of practising business and management outside our borders which focuses on how Canadian enterprise can benefit from the opportunities and challenges inherent in the transformation to an international economy.

Prerequisites

None, but an Introductory Marketing course is recommended.

Equivalents:

CMA - International Business.

ADMN 297 DEVELOPING A BUSINESS PLAN

This course examines the details and components of a comprehensive business plan. Business plans are a written analysis of what a business hopes to accomplish and how it intends to organize its resources to achieve those goals. Students will produce a business plan with the objective of using the plan as a vehicle for operating a business and measuring progress toward goals.

Prerequisites

ADMN 181, COMM 241 or equivalent.

Equivalents:

PMAC-Business.

Contacts

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INTERNATIONAL BUSINESS

ONE-TERM ADVANCED DIPLOMA AT CASTLEGAR CAMPUS

Program Summary

The Advanced Diploma in International Business is an intensive one-semester program offered on the Castlegar Campus. The purpose of this program is to provide students with the advanced business competencies and skills needed to become competitive as business employees and owners in our globalized marketplace. Students will have the option of participating in a study abroad experience as a component of their advanced diploma.

For program information contact International Business Contact

Program Objectives

The Advanced Diploma in International Business is designed to enhance students skills in cross-cultural communication and leadership. Through the program, students will develop a critical awareness and understanding of current global business theory and practice in the areas of trade, marketing, management, finance and export. By interacting with international peers students will also gain greater cross-cultural awareness and foster their ability to analyze and respond to complex problems within an international business environment.

Admission Requirements

Applicants must have successfully graduated from a degree or diploma program from a recognized institution, or have completed two years of post-secondary education. Prior work or volunteer experience and/or coursework in business is desirable, but not required.

Entrance requirements include an average of C+ in prior coursework, an interview, and submission of a resume.

Applicants who are speakers of other languages must either: have a minimum TOEFL score of 213 (computer) or 550 (written); or have an IELTS score of 6.5, or have successfully completed Level 5 (Upper Advanced) in the Selkirk College English Language Program and English 051; or have a BC English 12.

Proficient computer skills and working knowledge of business computer software programs are also necessary to succeed.

Course of studies

Translation Key:

* Lec = Lecture Hours per week;

Course	Name	Lec
Term 1		
ADIB 300	International Marketing and Trade	3
ADIB 302	Intercultural Management and Communication	3
ADIB 304	Global Finance	3
ADIB 306	International Business	3
ADIB 308	International Project, Exchange, or Internship	5
ADIB 310	Second Language Elective (Elective)	3
	Total:	20

In addition, applicants are required to have completed the following pre-requisite courses, or their equivalents:

- One semester of a university level course in a second language
- Principles of Organizational Behaviour –
- Introductory Financial Accounting –
- Principles of Economics –
- Commercial Law –
- Marketing –
- English Composition – or Technical Writing

Course Descriptions

ADIB 300 INTERNATIONAL MARKETING AND TRADE

The Advanced Diploma in International Business - International Marketing and Trade course builds on basic marketing concepts and principles, and fosters an analytical, decision-oriented approach through case analysis. The internationalization of a firm is examined through decisions to export, import, license, or offer business electronically. The impact of culture on key processes and activities is considered. Students analyse both the SME (small-medium enterprise) and large corporations' response to the impact of technology. Market planning is emphasized through evaluation of the business environment, market segmentation, market research and e-commerce choices.

Corequisites:

Enrolment in the Selkirk College International Business program.

ADIB 302 INTERCULTURAL MANAGEMENT AND COMMUNICATION

The Advanced Diploma in International Business - Intercultural Management and Communications course focuses on building awareness of culture diversity and its impact on the workplace. Students examine the relationship between culture and identity, and analyze the patterns of behaviour engendered by cultural contact. Management styles and issues are examined in the context of increased diversity in a rapidly changing global workplace. Students explore the cultural dimensions of team-building, conflict resolution and organizational strategies. The management functions, strategies and interpersonal skills necessary to develop global partnerships are integrated into projects and discussion.

Corequisites:

Enrolment in the Selkirk College International Business program.

ADIB 304 GLOBAL FINANCE

The Advanced Diploma in International Business - Global Finance course provides students with the skills and knowledge to assist in the management of the financial operations of both an import/export and multinational business unit. Topics include: international monetary system, foreign exchange rates, international bond and equity markets, foreign investment, international capital budgeting, management of economic and transaction exposure, exports and imports, multinational cash management, corporate governance around the world.

Corequisites:

Enrolment in the Selkirk College International Business program.

ADIB 306 INTERNATIONAL BUSINESS

The Advanced Diploma in International Business - International Business course provides students with a comprehensive overview of the implications of practicing business and management outside our borders. Students analyze the opportunities and challenges inherent in the transformation to an international economy. Business and government trade relations, foreign direct investment, financial markets, economic integration and international strategies are emphasized.

Corequisites:

Enrolment in the Selkirk College International Business program.

ADIB 308 INTERNATIONAL PROJECT, EXCHANGE, OR INTERNSHIP

The Advanced Diploma in International Business - International Project allows the student to choose to complete an international research project or take part in an international exchange or internship. This practical learning opportunity aims to provide 75 hours of work and/or research experience for the student. Projects, exchanges, and/or internships must be approved by the Department Head or designate.

ADIB 310 SECOND LANGUAGE ELECTIVE

The student will choose to take a course in a second language at the university level.

**FOR LATEST INFORMATION
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digital media & music AT SELKIRK COLLEGE

If you love being creative and have commitment to excellence, our programs will give you the foundation for the career of a lifetime. Our faculty keeps up with rapid changes in the field, so our programs prepare students for the real world—and real experience on the job. Employers open their doors to Selkirk graduates.

DIGITAL ARTS & NEW MEDIA

The Digital Arts & New Media Program provides students with a two-year diploma of in-depth training in the design, development and production of new media.

The program offers a solid foundation in traditional and graphic arts, web site development, video and sound production, animation and digital media. Students will gain the skills required for advanced production techniques, effective project management and the new media business environment.

INDEPENDENT DIGITAL FILM

The Independent Digital Film Program is an intensive two-semester advanced diploma program. It addresses the growing trend toward smaller, independent film-making as well as continued interest in cross-cultural film content, approaches and experiences.

The program provides training in digital film planning, creation and production, with an emphasis on documentary and independent film. Students have the option of participating in a study abroad experience as part of their final project.

For more information on digital media, film, internet or music programs call 250.505.1305 or visit selkirk.ca.



CONTEMPORARY MUSIC & TECHNOLOGY

The unique focus of this dynamic two-year diploma is contemporary music. Graduates pursue careers in the recording and entertainment industry. Degree completion is possible through articulation with the Berklee College of Music in Boston.

COMPOSITION MAJOR

Students explore a wide range of styles and techniques for film scoring, music in advertising and songwriting.

DIRECTED STUDIES

Students are able to design special study projects from a range of courses.

ENGINEERING MAJOR

Extensive hands-on training in a state-of-the-art studio equips students for all aspects of sound engineering.

PERFORMANCE MAJOR

The emphasis of this program is on high proficiency on your principle instrument, along with many opportunities to perform.

For more information on music programs call 250.505.1357 or visit selkirk.ca.

Program Summary

The Independent Digital Film Program is an intensive two-semester advanced diploma program offered on the Tenth Street campus. It addresses the growing trend toward smaller, independent film-making, as well as continued interest in cross-cultural film content, approaches and experiences. The program provides training in digital film planning, creation and production, with an emphasis on documentary and independent film. Internationalization of course content and delivery is integral to the program. Students have the option of participating in a study abroad experience as part of their final project.

Program Objectives

Graduates of the program have varied career opportunities according to their areas of specialization and expertise. There are strong opportunities for graduates to pursue entry-level positions within the Canadian film industry. In addition, the Independent Digital Film Program prepares graduates to work in the steadily growing area of independent film.

Admission Requirements

Prior coursework, or work experience in the area of new media, photography and/or video is required. All applicants are required to submit a letter of intent, a portfolio, and attend an interview. Applicants lacking sufficient technical knowledge will be required to enroll in an orientation session prior to the beginning of the Fall semester and/or additional coursework.

Admission Requirements

DA 110 INTRODUCTION TO PHOTOSHOP

This course introduces students to Adobe Photoshop software. Learning a variety of colour correction techniques, becoming skilled with different selection tools, image editing, and using layers are the main objectives of this course.

IDFP 200 SCREENWRITING I

The course emphasizes the development of film analysis from a writer's point of view, the understanding and practice of specific elements of the screenwriting craft and the opportunity to create the first draft of a screenplay. The first third of the semester is primarily lecture, discussion

Course of Studies

Translation key:

Lec = Lecture Hours per week;

Lab = Lab Hours per week;

Sem = Seminar Hours per week;

Pra = Practical Hours per week;

Ttl = Total course hours per term

Courses marked as (D) are available via Distance Education.

COURSE	NAME	LEC	LAB	TTL
Term 1				
DA 110	Introduction to Photoshop	2	2	45
IDFP 200	Screenwriting I	3	0	45
IDFP 202	Digital Workflow	3	0	45
IDFP 204	Global Film Studies	3	0	45
IDFP 206	Basic Digital Film Editing	3	0	45
IDFP 208	Sound for Film I	3	0	45
IDFP 210	Directing and Cinematography I	3	0	45
	Total:	20	2	315

COURSE	NAME	LEC	LAB	TTL
Term 2				
IDFP 212	Digital Effects	3	0	45
IDFP 214	Cinematography and Directing II	3	0	45
IDFP 216	Business for Film	2	0	30
IDFP 218	Advanced Digital Editing	3	0	45
IDFP 221	Screenwriting II	3	0	45
IDFP 222	Project	5	0	75
IDFP 223	Sound for Film II	3	0	45
	Total:	22	0	330

and writing exercises. The second third includes analysis and group presentations on films and film scripts. The third section of the semester focuses on student writing through the workshop process. Time is devoted to developing proposals and the business of screenwriting.

Corequisites:

Enrolment in the Selkirk College Independent Digital Film Program.

IDFP 202 DIGITAL WORKFLOW

This is an introduction to all the major components of multimedia and digital film. Topics covered include management and deployment of digital media, project management, design fundamentals and application learning. A brief survey of digital media theory and history is included. This course immerses students in a creative and productive, problem-solving environment.

Corequisites:

Enrolment in the Selkirk College Independent Digital Film Program.

IDFP 204 GLOBAL FILM STUDIES

This course is a survey of the aesthetic and technical development of narrative cinema from the silent period to the present. Students become familiar with the international crosscultural influences that have determined that development. In addition, they engage with the work of some of the major innovators in the history of film. Each session consists of an informal lecture and discussion illustrated by film clips plus a full-length film.

Corequisites:

Enrolment in the Selkirk College Independent Digital Film Program.

IDFP 206 BASIC DIGITAL FILM EDITING

This course introduces students to the terminology and tasks required of digital editors. Students become proficient in the basic functions of the Final Cut Pro editing system. Interactive discussions regarding editing philosophies and possibilities are encouraged. Hands-on practice provides students with actual editing experience.

Corequisites:

Enrolment in the Selkirk College Independent Digital Film Program.

IDFP 208 SOUND FOR FILM I

Sound is a powerful tool, and is an integral part of movies and television. This course examines the theory and application of audio and sound design for digital film. Topics include the history of sound for film, and basic recording techniques including microphone choice and recording options. Basic sound design and Foley techniques are also covered. ProTools is the application of choice for this course.

Corequisites:

Enrolment in the Selkirk College Independent Digital Film Program.

IDFP 210 DIRECTING AND CINEMATOGRAPHY I

In this introductory class, students learn how to operate a digital camera. They become familiar with the various lighting techniques, camera lenses and camera angles that form the foundation of a director of photography's arsenal. Students also learn the language critical to shooting. Discussion, demonstrations and hands-on participation are integral to the course.

Corequisites:

Enrolment in the Selkirk College Independent Digital Film Program.

IDFP 212 DIGITAL EFFECTS**Prerequisites**

IDFP Semester I

IDFP 214 CINEMATOGRAPHY AND DIRECTING II

In this course, students will learn to use various digital video hardware and software required to produce live action effects. This course will cover in-depth techniques of motion graphics, advanced titling and effects, and digital color grading. The primary delivery mode for this course will be hands-on lab time. The main applications for this course will be Final Cut Pro, Adobe After Effects and Photoshop. Addition applications, including Apple Motion and Shake will be introduced if time permits.

Corequisites:

Enrolment in the Selkirk College Independent Digital Film Program.

IDFP 214 DIRECTING AND CINEMATOGRAPHY

This course introduces students to the art and craft of directing and cinematography. Students learn how to think visually; and develop their creative voices through the study of course materials and master film works, as well as hands-on field exercises with digital film equipment. The first half of the semester focuses primarily on visual composition through classroom lectures, film analysis, and creative technique. The second part of the course focuses on practical exercises that implement the theoretical material covered in class.

Corequisites:

Enrolment in the Selkirk College Independent Digital Film Program.

IDFP 216 BUSINESS FOR FILM

This course focuses on the business concepts and practices required to successfully complete and distribute a film within a competitive industry. Key topics include financing, contracts, copyright, marketing and exhibition.

IDFP 218 ADVANCED DIGITAL EDITING

In this advanced digital editing class, students build on what they learned in Basic Digital Film Editing. They further explore Final Cut Pro Effects Pallet, Multi-Cam platform, Photoshop and After Effects. In-class discussions and demonstrations regarding the use and over-use of effects are a critical component of this course.

Corequisites:

Enrolment in the Selkirk College Independent Digital Film Program.

IDFP 221 SCREENWRITING II**Prerequisites**

Screenwriting I

IDFP 222 PROJECT

Students have the opportunity to participate in a 2-week intensive film project.

IDFP 223 SOUND FOR FILM II**Prerequisites**

Completion of IDFP Semester I

Contacts

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MUSIC AND TECHNOLOGY, CONTEMPORARY

TWO-YEAR DIPLOMA AT TENTH STREET CAMPUS, NELSON

Program Calendar

2008

- April 30 - Application deadline. (Late applications accepted if space available.)
- March - June - Auditions. Call for dates/times.
- September 2 - Fall term begins.
- December 5 - Fall term instruction ends.

2009

- January 5 - Winter term instruction begins.
- April 9 - Winter term instruction ends.

Program Objectives

The Contemporary Music and Technology program at Selkirk College is a two-year diploma program developed to train musician performers for the commercial music and entertainment industry. The course of study is comprised of an initial core year after which students may select one of five program majors.

The curriculum includes individual instruction on guitar, bass, percussion, saxophone, violin, vocals and keyboards, as well as a solid grounding in music theory and ear training. Individual and group instruction and practice is offered throughout both years of the program. Jazz, pop and rock are the primary instructional styles.

Career Potential

Graduates may find employment as performers, recording engineers/producers, composers and arrangers, teachers, and in music-related businesses such as publishing, retailing, radio, television, and music agencies.

Transferability

The Music Program has an articulation agreement with the Berklee College of Music in Boston, MA. This agreement allows you to enrol in a prescribed program at Selkirk College and, upon completion, receive direct credits for equivalent Berklee music courses. This may reduce your required credits for completion of a Berklee program to as few as 48 for the diploma program, or 60 for the degree program (normally four semesters of full-time attendance in either case.) The music program is actively pursuing transfer agreements with other Canadian colleges and universities. Transferability

Course of Studies - First Year

Translation Key:

Lec = Lecture Hours per week;

Lab = Lab Hours per week;

Course	Name	Lec	Lab
Term 1			
MUSC 150	Private Lesson I	1	0
MUSC 152	Rhythm I	1	0
MUSC 154	Basic Keyboard I	1	0
MUSC 158	Ensemble I	0	2
MUSC 160	Computer Applications to Music I	3	0
MUSC 162	Instrumental Lab I	0	1
MUSC 165	History of Jazz	2	0
MUSC 170	Arranging I	1	0
MUSC 174	Contemporary Harmony I	2	0
MUSC 180	Ear Training I	3	0
	Total:	14	3

Course	Name	Lec	Lab
Term 2			
MUSC 151	Private Lesson II	1	0
MUSC 153	Rhythm II	1	0
MUSC 155	Basic Keyboard II	1	0
MUSC 159	Ensemble II	0	2
MUSC 161	Computer Applications to Music II	3	0
MUSC 163	Instrumental Lab II	0	1
MUSC 164	History of Rock	2	0
MUSC 171	Arranging II	1	0
MUSC 175	Contemporary Harmony II	2	0
MUSC 181	Ear Training II	3	0
	Total:	14	3

to institutions in BC and Alberta has been given top priority with others to follow.

NOTES:

All electives may not be offered each semester. Confirm with the Program Coordinator regarding availability of electives. **Successful completion of all required courses in a given semester, with a grade of "C-" or better and a grade point average of 2.0 is required to proceed within the program.** The Music Program's curriculum is currently under revision and may result in changes to the curriculum described below.

Admission Requirements

All students must meet Selkirk College entrance requirements as outlined in the College calendar. Regular admission requires completion of Grade 12 or equivalent with a "C" or better in ENGL 12. Prior music and band training is a definite asset. Mature students without the above qualifications may be considered for admission following an interview. International students may apply

for admission under the College's international education admissions policy.

An audition/interview to assess instrumental ability, music reading, theory and ear training, is required before admission. Applicants who meet the entry requirements will be advised of the time and place for the audition. **Applicants are expected to attend scheduled auditions in person however, if you live a long distance from the College, other arrangements can be made.** The audition process must be completed before May 30. A music teacher must invigilate the exam(s), if completing the tests by mail.

Applicants who perform an exceptional audition but who do not meet the theory and ear training standard will be required to attend a two-week theory preparation course in August. This class will provide basic level entrance requirements for the applicant. **The applicant must have a minimum final grade of 75% in both the ear training and the theory sections to be accepted into the Music Program in September.**

Course of Studies - Second Year

DIRECTED STUDIES MAJOR

Course	Name	Lec	Lab
	Term 3		
MUSC 250	Directed Studies/Mentorship	0.25	0
MUSC 252	Private Lesson III A	0.5	0
MUSC 258	Ensemble III	0	2
MUSC 264	Instrumental Lab III	0	1
MUSC 268	Songwriting I (Elective)	2	0
MUSC 274	Contemporary Harmony III	2	0
MUSC 280	Ear Training III	2	0
MUSC 282	Film Scoring I (Elective)	2	0
MUSC 284	Composition I (Elective)	2	0
MUSC 288	Advanced MIDI Applications I (Elective)	0	2
TWC 266	Introduction to Technical Writing and Communications	2	0
	Total:	12.75	5

Course	Name	Lec	Lab
	Term 4		
MUSC 251	Directed Studies/Mentorship	0.25	0
MUSC 253	Private Lesson IV A	0.5	0
MUSC 259	Ensemble IV	0	2
MUSC 262	Survey of Recording Techniques (Elective)	2	0
MUSC 265	Instrumental Lab IV	0	1
MUSC 269	Songwriting II (Elective)	2	0
MUSC 275	Contemporary Harmony IV	2	0
MUSC 281	Ear Training IV	2	0
MUSC 283	Film Scoring II (Elective)	2	0
MUSC 285	Composition II (Elective)	2	0
MUSC 289	Advanced MIDI Applications II (Elective)	2	0
MUSC 290	The Business of Music	2	0
	Total:	16.75	3

Course of Studies - Second Year

GENERAL MUSIC STUDIES MAJOR

Course	Name	Lec	Lab
	Term 3		
ENGL 110	College Composition (Optional)	3	0
MUSC 252	Private Lesson III A	0.5	0
MUSC 258	Ensemble III (Elective)	0	2
MUSC 264	Instrumental Lab III	0	1
MUSC 268	Songwriting I (Elective)	2	0
MUSC 274	Contemporary Harmony III	2	0
MUSC 280	Ear Training III	2	0
MUSC 282	Film Scoring I (Elective)	2	0
MUSC 288	Advanced MIDI Applications I (Elective)	0	2
TWC 266	Introduction to Technical Writing and Communications	2	0
	Total:	13.5	5

Course	Name	Lec	Lab
	Term 4		
MUSC 253	Private Lesson IV A	0.5	0
MUSC 259	Ensemble IV (Elective)	0	2
MUSC 265	Instrumental Lab IV	0	1
MUSC 269	Songwriting II (Elective)	2	0
MUSC 275	Contemporary Harmony IV	2	0
MUSC 281	Ear Training IV	2	0
MUSC 283	Film Scoring II (Elective)	2	0
MUSC 289	Advanced MIDI Applications II (Elective)	2	0
MUSC 290	The Business of Music	2	0
	Total:	12.5	3

Course Descriptions

MUSC 150 PRIVATE LESSON I

A weekly one-hour private instrumental or vocal lesson is provided for all Music Performance students. Instruction is available on keyboard, woodwinds, saxophone, percussion, guitar, electric and acoustic, bass, and voice. Lessons are designed to increase students technical and musical abilities.

MUSC 152 RHYTHM I

This course develops basic ear training skills with a focus on the rhythmic element. Recognition of commonly used rhythms aurally and in notation is explored. The rhythmic sense is developed through in-class ensemble playing and lecture. Students gain a working understanding of the basic rhythmic skills used in contemporary popular music.

MUSC 154 BASIC KEYBOARD I

A required course for all students except Keyboard majors. This course is designed to provide practical hands-on knowledge of the keyboard in today's music industry. Students will gain an understanding of chording (in nearest inversion) and will be required to create musical excerpts using upper structure triads.

MUSC 158 ENSEMBLE I

Ensembles, required of all students, are the focal point of the Music program. All students are placed by audition in one or more ensembles. Students must participate in a minimum of four ensembles to graduate. Types of ensembles offered will focus on contemporary music including rock, funk, fusion, jazz and vocal, with the goal of developing both the students repertoire and improvisational abilities. Students are encouraged to participate in as many different types of ensembles as possible. A graduation recital will be required from all students majoring in Music Performance.

MUSC 160 COMPUTER APPLICATIONS TO MUSIC I

This course is an introduction to music technology and the application of musical skills to recording music on to a computer. Topics include: MIDI sequencing, notation, and synthesis techniques. Fundamentals of mixing board theory are applied to routing audio. The course uses Pro Tools LE software, the N5, and other relevant applications.

MUSC 162 INSTRUMENTAL LAB I

This course is designed to help students develop instrumental skills. Grouped by instrument, students learn the fundamentals of reading, articulation, balance, dynamics, styles and technique as related to their particular instrument. This course is taught "instrument-in-hand" and also uses audio and visual aids to explore different techniques and styles. A requirement in all majors, students have weekly assignments.

Course of Studies - Second Year**PERFORMANCE MAJOR**

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week;

Course	Name	Lec	Lab
	Term 3		
MUSC 250	Private Lesson III	1	0
MUSC 256	Contemporary Music Analysis I	2	0
MUSC 258	Preceptorship I	0	2
MUSC 264	Instrumental Lab III	0	1
MUSC 268	Songwriting I (Elective)	2	0
MUSC 272	Improvisation I	2	0
MUSC 274	Contemporary Harmony III	2	0
MUSC 280	Ear Training III	2	0
MUSC 282	Film Scoring I (Elective)	2	0
MUSC 288	Advanced MIDI Applications I (Elective)	0	2
TWC 266	Introduction to Technical Writing and Communications	2	0
	Total:	15	5

Course	Name	Lec	Lab
	Term 4		
MUSC 251	Private Lesson IV	1	0
MUSC 257	Contemporary Music Analysis II	2	0
MUSC 259	Preceptorship II	0	2
MUSC 262	Survey of Recording Techniques (Elective)	2	0
MUSC 265	Instrumental Lab IV	0	1
MUSC 269	Songwriting II (Elective)	2	0
MUSC 273	Advanced Improvisation II	2	0
MUSC 275	Contemporary Harmony IV	2	0
MUSC 281	Ear Training IV	2	0
MUSC 283	Film Scoring II (Elective)	2	0
MUSC 289	Advanced MIDI Applications II (Elective)	2	0
MUSC 290	The Business of Music	2	0
	Total:	19	3

Course of Studies - Second Year**PRODUCTION MAJOR**

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week;

Course	Name	Lec	Lab
	Term 3		
MUSC 252	Private Lesson III A	0.5	0
MUSC 258	Ensemble III	0	2
MUSC 260	Mixdown and Editing	2	1.5
MUSC 264	Instrumental Lab III	0	1
MUSC 268	Songwriting I (Elective)	2	0
MUSC 270	Recording Techniques I	2	1.5
MUSC 274	Contemporary Harmony III (Elective)	2	0
MUSC 280	Ear Training III	2	0
MUSC 282	Film Scoring I (Elective)	2	0
MUSC 288	Advanced MIDI Applications I	0	2
TWC 266	Introduction to Technical Writing and Communications	2	0
	Total:	14.5	8

Course	Name	Lec	Lab
	Term 4		
MUSC 253	Private Lesson IV A	0.5	0
MUSC 259	Ensemble IV	0	2
MUSC 261	Mixdown And Editing II	2	1.5
MUSC 265	Instrumental Lab IV	0	1
MUSC 269	Songwriting II (Elective)	2	0
MUSC 271	Recording Techniques II	2	1.5
MUSC 275	Contemporary Harmony IV (Elective)	2	0
MUSC 281	Ear Training IV	2	0
MUSC 283	Film Scoring II (Elective)	2	0
MUSC 289	Advanced MIDI Applications II	2	0
MUSC 290	The Business of Music	2	0
	Total:	16.5	6

MUSC 165 HISTORY OF JAZZ

A survey of the music of the jazz idiom from its origins to the present. Included is a chronological study of important soloists, bands, vocalists and composers. Classes will be partly lecture aided by video clips and partly analysis with intensive listening.

MUSC 170 ARRANGING I

An introductory course in commercial arranging dealing primarily with the rhythm section. Specific topics will include ranges of instruments, arranging from lead sheets, planning an arrangement; as well as detailed analysis of the function and common practice notational systems for the electric bass, guitar, piano and drums. All assignments will be scored and copied by the student and played by either a project ensemble or the arranging class itself.

MUSC 174 CONTEMPORARY HARMONY I

This course covers basic harmonic theory and common musical notation used in the music industry today. Topics include clefs, note recognition, key signatures, scales, intervals, triad and seventh chord construction, available tensions and basic harmonic functions. Upon successful completion of the course students will have a comprehensive and literate vocabulary of basic musical terms and symbols, and a working knowledge of basic harmonic functions.

MUSC 180 EAR TRAINING I

This course is the first of a four level program focusing on aural recognition of intervals, triads, seventh chords, rhythms, melodies, diatonic chord progressions and diatonic relative pitch. Students begin to learn the language of solfege and sight singing. This ear training class provides aural perception of the theory learned in MUSC 174

which is taught concurrently. Recorded examples as well as live playing is used for developing dictation skills.

MUSC 151 PRIVATE LESSON II

A weekly one-hour private instrumental or vocal lesson is provided for all Music Performance students. Instruction is available on keyboard, woodwinds, saxophone, percussion, guitar, electric and acoustic, bass, and voice. Lessons are designed to increase students technical and musical abilities.

Prerequisites

MUSC 150.

MUSC 153 RHYTHM II

This course builds on the basic skills developed in the first semester, with a focus on the rhythmic element. Recognition of more complex rhythms

Course of Studies - Second Year

COMPOSITION MAJOR

Course	Name	Lec	Lab
	Term 3		
MUSC 252	Private Lesson III A	0.5	0
MUSC 258	Ensemble III (Elective)	0	2
MUSC 264	Instrumental Lab III	0	1
MUSC 268	Songwriting I	2	0
MUSC 274	Contemporary Harmony III	2	0
MUSC 280	Ear Training III	2	0
MUSC 282	Film Scoring I	2	0
MUSC 284	Composition I	2	0
MUSC 288	Advanced MIDI		
	Applications I (Elective)	0	2
TWC 266	Introduction to Technical Writing and Communications	2	0
	Total:	12.5	5

Course	Name	Lec	Lab
	Term 4		
MUSC 253	Private Lesson IV A	0.5	0
MUSC 259	Ensemble IV (Elective)	0	2
MUSC 262	Survey of Recording Techniques (Elective)	2	0
MUSC 265	Instrumental Lab IV	0	1
MUSC 269	Songwriting II	2	0
MUSC 275	Contemporary Harmony IV	2	0
MUSC 281	Ear Training IV	2	0
MUSC 283	Film Scoring II	2	0
MUSC 285	Composition II	2	0
MUSC 289	Advanced MIDI		
	Applications II (Elective)	2	0
MUSC 290	The Business of Music	2	0
	Total:	16.5	3

aurally and in notation is explored. Polyrythms and duets are introduced and the rhythmic elements (i.e., swing, groove, pocket, etc.) that define specific styles such as salsa, samba/bossa nova, jazz and rock is explored. The rhythmic sense is developed through in-class ensemble playing and lecture.

MUSC 155 BASIC KEYBOARD II

A required course for all students except Keyboard majors. This course continues to expand on chords and keyboard techniques. This semester also focuses on musical grooves of various styles requiring more challenging coordination and technical skills.

Prerequisites

MUSC 154.

MUSC 159 ENSEMBLE II

Ensembles, required of all students, are the focal point of the Music program. All students are placed by audition in one or more ensembles. Students must participate in a minimum of four

ensembles to graduate. Types of ensembles offered will focus on contemporary music including rock, funk, fusion, jazz and vocal, with the goal of developing both the students repertoire and improvisational abilities. Students are encouraged to participate in as many different types of ensembles as possible. A graduation recital will be required from all students majoring in Music Performance.

Prerequisites

MUSC 158.

MUSC 161 COMPUTER APPLICATIONS TO MUSIC II

A continuation of the material covered in semester 1 with special emphasis on MIDI Compositional Techniques as well as mixing, effects, system exclusive, notation and synchronization.

Prerequisites

MUSC 160.

MUSC 163 INSTRUMENTAL LAB II

This course is designed to help students develop instrumental skills. Grouped by instrument, students learn the fundamentals of reading, articulation, balance, dynamics, styles and technique as related to their particular instrument. This course is taught instrument-in-hand and also uses audio and visual aids to explore different techniques and styles. A requirement in all majors, students have weekly assignments.

Prerequisites

MUSC 162.

MUSC 164 HISTORY OF ROCK

A study of the evolution of rock music from its origins to the present. Classes will focus on musical characteristics of the different styles within the genre. Sociological, geographical, literary and other cultural aspects will be discussed. Both audio and video clips will be presented for in-class analysis.

MUSC 171 ARRANGING II

Expanding on the concepts presented in the introductory level, this course deals with writing for horns and a rhythm section. Techniques include soli voicings, quartal voicings, and upper structure triads.

Prerequisites

MUSC 170.

MUSC 175 CONTEMPORARY HARMONY II

This course covers harmonic functions currently in use in all styles of popular music. Extensive use of recorded and written examples are used to show the harmony/melody relationships. Basic harmonic analysis as a tool is presented with an introduction to diatonic, extended diatonic, and basic minor key and Blues concepts. Students are required to demonstrate, through written projects, the current uses of these basic contemporary harmonic techniques.

Prerequisites

MUSC 174.

MUSC 181 EAR TRAINING II

A continuation of the skills learned in MUSC 180. The focus is on harmonically based melodies with larger intervallic skips. Rhythms are explored primarily through syncopated eighth notes, triplets and sixteenth notes. This ear training class provides an aural perception of MUSC 175, which is taught concurrently.

Prerequisites

MUSC 180.

MUSC 250-1 PRIVATE LESSON III

A weekly one-hour private instrumental or vocal lesson is provided for all Music Performance students. Instruction is available on keyboard, woodwinds, saxophone, percussion, guitar, electric and acoustic, bass, and voice. Lessons are designed to increase students' technical and musical abilities.

Prerequisites:

MUSC 150 for 151; MUSC 151 for 250.

MUSC 250-1-b DIRECTED STUDIES/MENTORSHIP

A bi-monthly (every other week) 1/2 hour private tutorship is provided for all Directed Studies majors. Students will consult with their mentor on a consistent basis (for a total of six meetings per semester). Instruction is designed to increase student's technical, artistic, and musical quality relating to final project goals, as pertaining to student's project proposal and portfolio. The mentor may be changed, pending approval, on a semester basis.

Prerequisites:

Must be enrolled in the Directed Studies Major.

MUSC 251-1 PRIVATE LESSON IV

A weekly one-hour private instrumental or vocal lesson is provided for all Music Performance students. Instruction is available on keyboard, woodwinds, saxophone, percussion, guitar, electric and acoustic, bass, and voice. Lessons are designed to increase students' technical and musical abilities.

Prerequisites:

MUSC 250.

MUSC 251-1-B DIRECTED STUDIES/MENTORSHIP

A bi-monthly (every other week) 1/2 hour private tutorship is provided for all Directed Studies majors. Students will consult with their mentor on a consistent basis (for a total of six meetings per semester). Instruction is designed to increase student's technical, artistic, and musical quality relating to final project goals, as pertaining to student's project proposal and portfolio. The mentor may be changed, pending approval, on a semester basis.

Prerequisites:

MUSC 250b, and must be enrolled in the Directed Studies Major.

MUSC 252-0.5 PRIVATE LESSON III A

A weekly half-hour private instrumental or vocal lesson is provided for all Music Production, Com-

position and General Music majors. Instruction is available on keyboard, woodwinds, saxophone, percussion, guitar, electric and acoustic bass, and voice. Lessons are designed to increase students' technical and musical abilities.

Prerequisites:

MUSC 151.

MUSC 253-0.5 PRIVATE LESSON IV A

A weekly half-hour private instrumental or vocal lesson is provided for all Music Production, Composition, and General Music majors. Instruction is available on keyboard, woodwinds, saxophone, percussion, guitar, electric and acoustic bass, and voice. Lessons are designed to increase students' technical and musical abilities.

Prerequisites:

MUSC 252.

MUSC 256-2 CONTEMPORARY MUSIC ANALYSIS I

Students will be asked to select eight musical pieces of any style (could also include original material) to form a forty minute showcase to be performed at the beginning of the second semester. Students will have to produce partitions for all instruments involved, as well as assume a leadership role in all rehearsals.

Prerequisites:

Must be a full-time Performance Major.

MUSC 257-2 CONTEMPORARY MUSIC ANALYSIS II

This course will focus on the delivery of each student's showcase where a high level of performance and leadership will be developed. Other elements such as stage presence, promotion, and technical support will also be addressed. All showcases will be recorded and videotaped for future use in demo packages.

Prerequisites:

MUSC 256; and must be a full-time Performance Major.

MUSC 258-2 ENSEMBLE III

Ensembles, required of all students, are the focal point of the Music program. All students are placed by audition in one or more ensembles. Students must participate in a minimum of four ensembles to graduate. Types of ensembles offered will focus on contemporary music including rock, funk, fusion, jazz and vocal, with the goal of developing both the student's repertoire and improvisational abilities. Students are encouraged to participate in as many different types of ensembles as possible. A graduation recital will

be required from all students majoring in Music Performance.

Prerequisites:

MUSC 159.

MUSC 258-2-Q PRECEPTORSHIP I

This course is designed to immerse each student in a professional performing environment where they will receive feedback not only from their instructor, but also from the club owners, managers, and customers. In this class, students will be required to assume a leadership role within their ensemble. Upon successful completion, they will have increased their performance abilities in the areas of versatility, sound, sight-reading, and improvisation. Students will be able to function in a variety of professional engagements common to today's music industry.

Prerequisites:

Must be a full-time Performance Major.

MUSC 259-2 ENSEMBLE IV

Ensembles, required of all students, are the focal point of the Music program. All students are placed by audition in one or more ensembles. Students must participate in a minimum of four ensembles to graduate. Types of ensembles offered will focus on contemporary music including rock, funk, fusion, jazz and vocal, with the goal of developing both the student's repertoire and improvisational abilities. Students are encouraged to participate in as many different types of ensembles as possible. A graduation recital will be required from all students majoring in Music Performance.

Prerequisites:

MUSC 258.

MUSC 259-2-Q PRECEPTORSHIP II

Students continue their immersion in a professional performing environment where they receive feedback not only from their instructor, but also from club owners, managers, and customers. In this class, students will be required to assume a leadership role within their ensemble. Upon successful completion, they will have increased their performance abilities in the areas of versatility, sound, sight-reading, and improvisation. Students will be able to function in a variety of professional engagements common to today's music industry.

Prerequisites:

MUSC 258Q.

MUSC 260-3.5 MIXDOWN AND EDITING

The functional, financial, and legal aspects of production entrepreneurship is examined. Topics covered include technical and artistic preparation through pre- and post- production, recognition of standard recording techniques, the effects of signal processing, and the analysis of various production styles in rock, pop, jazz and classical recordings. Student producers work with student engineers and artists to meet course requirements for two-track and multi-track recording projects.

Prerequisites:

MUSC 161 with a “B” or better, MUSC 181. Must be taken concurrently with MUSC 270/288.

MUSC 261-3.5 MIXDOWN AND EDITING II

The production aspects of recording music for various industry applications will be analyzed, discussed, and applied to student projects. Particular attention will be paid to the areas of music production for records, film and television, and radio and television commercials. Students will work with state-of-the-art video/audio synchronization devices. Student producers will work as a team with student engineers and artists, jingle writers and film composers to produce three projects; one in each idiom.

Prerequisites:

MUSC 260 for MUSC 261. Must be taken concurrently with MUSC 271/289.

MUSC 262-2 SURVEY OF RECORDING TECHNIQUES

An introduction to recording principles and practices, this course is open to students whose major is not music production. Topics include a brief history of the multi-track recording studio, procedures of a recording studio, procedures of a recording session, fundamentals of microphones and audio effects.

MUSC 264-1 INSTRUMENTAL LAB III

This course is designed to help students develop instrumental skills. Grouped by instrument, students learn the fundamentals of reading, articulation, balance, dynamics, styles and technique as related to their particular instrument. This course is taught “instrument-in-hand” and also uses audio and visual aids to explore different techniques and styles. A requirement in all majors, students have weekly assignments.

Prerequisites:

MUSC 163.

MUSC 265-1 INSTRUMENTAL LAB IV

This course is designed to help students develop instrumental skills. Grouped by instrument, students learn the fundamentals of reading, articulation, balance, dynamics, styles and technique as related to their particular instrument. This course is taught “instrument-in-hand” and also uses audio and visual aids to explore different techniques and styles. A requirement in all majors, students have weekly assignments.

Prerequisites:

MUSC 264.

MUSC 268-2 SONGWRITING I

This course is designed to help you prepare for survival in the competitive world of the songwriters market. Learn about all types of styles while striving to define your own. Special attention is paid to the rudiments of songwriting: creativity, basic theory (usage of basic rhythms, scales, harmony, melodic patterns, lyrics, etc.), basic styles (pop, rock, folk, country, etc.), production patterns, and the legalities of the music business. The class also spends time analyzing the work of other writers (successful and unsuccessful; those who have maintained artistic integrity; those who have not).

Prerequisites:

A “B” or better in MUSC 171 and MUSC 175, and/or permission of the instructor.

MUSC 269-2 SONGWRITING II

This course is designed to strengthen your songwriting skills in every respect. Closer attention is paid to marketing skills, legal procedures, finding one’s personal niche in the music business (whether to focus on one’s own style, concentrate on writing tunes for other acts, or both; whether to go through a publisher or be your own publisher; etc.). Co-writing music is explored (you put lyrics to someone else’s music; they put music to yours). Class time centers around the analysis of successful songwriters in every genre.

Prerequisites:

MUSC 268.

MUSC 270-3.5 RECORDING TECHNIQUES I

This course provides students with an introduction to recording principles and practices. Through theoretical and hands-on instruction, students acquire a basic understanding of studio technologies and recording skills. Topics include: fundamentals of analog recording, design and function of microphones, loudspeakers and acoustical considerations in recording and sound reproduction, and studio maintenance. The student engineer works with a student producer and artist. A minimum of two recording projects are required for successful course completion.

Prerequisites:

MUSC 161 with a “B” or better; MUSC 181. Must be taken concurrently with MUSC 260.

MUSC 271-3.5 RECORDING TECHNIQUES II

The emphasis in this course is on advanced multi-track recording techniques including microphone placement, console signal flow, and live recording. Topics include: discussion and utilization of signal processing equipment including limiters, compressors, noise gates, digital reverb, and delay. Student engineers work with student producers and artists or composers.

Prerequisites:

MUSC 270 for MUSC 271. Must be taken concurrently with MUSC 261/289.

MUSC 272-2 IMPROVISATION I

In this course students will begin applying the basic tools of melodic improvisation. Through performance and analysis, melodic interpretation, phrasing, rhythmic density, motivic development, pacing, voice leading, and harmonic accuracy will be explored. The class will examine classic solos in a variety of idioms. Students will be required to write and transcribe solos. The class is taught with “instrument in hand.”

Prerequisites:

MUSC 151 (with a “B” or better), MUSC 163, 175, and 181 for MUSC 272. Students must be full-time Performance Majors.

MUSC 273-2 ADVANCED IMPROVISATION II

This course continues the concepts of melodic, harmonic, and rhythmic variety learned in Improvisation I. These concepts are then applied to the stylistic considerations of rock, funk, Latin, jazz, blues, and calypso music. Greater emphasis is given to harmonic accuracy through arpeggio and scale studies. Students will examine classic solos in class, as well as transcribe and perform their own transcriptions of improvisations. Improvisation is also examined in the context of rhythmic section accompaniment.

Prerequisites:

MUSC 272. Students must be full-time Performance Majors.

MUSC 274-2 CONTEMPORARY HARMONY III

This course continues with the principles of contemporary harmony as presented in CH II. Topics are expanded to include advanced minor key concepts, introduction to modal harmony and modal interchange, substitute dominant functions, basic chord scales for melodic considerations, advanced harmonic analysis and basic concepts of reharmonization. This course

provides students with a working knowledge of contemporary minor key and modal harmony and the ability to use them in all styles of popular music.

Prerequisites:
MUSC 175.

MUSC 275-2 CONTEMPORARY HARMONY IV

This course deals with advanced harmonic concepts including deceptive resolutions, special function dominant chords, pedal point and ostinato and advanced modal harmony including compound chord symbols, hybrid chord structures and polymodality. Upon successful completion of this course, students will have a strong working knowledge of current harmonic practices in all styles of contemporary music. Students will also be able to demonstrate this knowledge through written and performance-related venues.

Prerequisites:
MUSC 274.

MUSC 280-2 EAR TRAINING III

This course continues to develop an aural perception of intervals, pitches, seventh chords, chord progressions, melodies and rhythms. The focus of this semester is on minor and secondary dominant melodies and chord progressions. The rhythms explore sixteenth note syncopated rhythms as well as 6/8 and 5/4 meters.

Prerequisites:
MUSC 181.

MUSC 281-2 EAR TRAINING IV

Upon successful completion of this course you have mastered basic aural skills for professional musicianship. The emphasis on this level is chromatic and modal melodies. Mixed meters and odd time signatures are explored. Emphasis is given to transcribing pre-recorded songs.

Prerequisites:
MUSC 280.

MUSC 282-2 FILM SCORING I

This hands-on course focuses on TV and radio broadcasting. Students are required to score themes and cues for various TV and radio shows using mostly electronic equipment along with one or two live musicians.

Prerequisites:
MUSC 171; and/or permission of instructor.

MUSC 283-2 FILM SCORING II

This course provides students with an understanding of the psychological implications of applying music to film. Films will be viewed and discussed in class. Topics also include synchronization techniques such as click track, free timing and stop watch, the use of SMPTE time code and computer applications. Students will compose, conduct and record their own score to a film cue in the College's recording studio.

Prerequisites:
MUSC 171; MUSC 284 and/or permission of Instructor.

MUSC 284-2 COMPOSITION I

This course is designed to improve the skills of composers by presenting a wide variety of compositional tools in styles ranging from Classical to Jazz, Folk, Rock and Pop. By studying the recordings and scores of composers throughout history each student gains a musical awareness that strengthen their own compositional process. Particular attention is paid to the "building blocks of a composition;" the musical elements such as melody, harmony and rhythm that are at the core of the creative process. In class performance and analysis of student compositions occurs on a weekly basis and midterm and final assignments are recorded.

Prerequisites:
MUSC 171 and 175, and/or permission of the Instructor.

MUSC 285-2 COMPOSITION II

A chronological study of the compositional building blocks of each musical period starting in the Medieval Period and ending in the 20th century. The focus is on integrating these concepts into modern styles. Topics covered in each period include harmonic progressions, counterpoint, form, orchestration and voice leading. Composers of interest include Frank Zappa, John Lennon, Bach, Stravinsky, Steve Reich, and Miles Davis

Prerequisites:
MUSC 284 and/or permission of the instructor.

MUSC 288-2 ADVANCED MIDI APPLICATIONS I

This course is an applied study of the software and concepts used in the recording home studio environment. The primary focus of the course is in the use of Pro Tools LE for the self-recording musician. Topics include: mixing console application, editing techniques, microphone technique, an introduction to effects processing for final mixing, auxiliary buss in the virtual mixing board, use of patch bay, outboard effects, and file maintenance.

Prerequisites:
MUSC 161 with a "B" or better.

MUSC 289-2 ADVANCED MIDI APPLICATIONS II

This course is a continuation of MUSC 288. The primary focus is the advanced use of Pro Tools LE. Topics will include: the musical application of effects plug-ins, computer components and related technology, and other recording formats.

Prerequisites:
MUSC 288.

MUSC 290-2 THE BUSINESS OF MUSIC

The purpose of this course is three-fold: to provide the student with an awareness of the career possibilities in the field of music; to introduce students to some of the major aspects of the music profession; and to introduce students to basic general business practices. This course is particularly beneficial to students planning a career in the music industry.

MUSC 999 MUSIC FORUM

Music Forum is a non-credit course designed to provide an opportunity for all music students and faculty to share in a weekly educational experience. Each forum will have a different musical focus. Students will have the opportunity to perform, to witness performances by faculty and guest artists, and to gain insight into the industry from guest lecturers and music professionals.

Prerequisites:
None. Attendance is mandatory for all music students.

TWC 266-2 INTRODUCTION TO TECHNICAL WRITING AND COMMUNICATIONS

A review of basic English skills with an introduction to general principles in written technical communication and its application to professional music. Classroom sessions focus on grammar, writing skills, oral presentation skills, and job search techniques.

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Program Calendar

2009

- Sept. 8 – Orientation for all students.
- Sept. 9 – Classes begin for all students
- Dec. 11 – Fall term ends.
- Dec. 14-18 – Fall term examinations.

2010

- Jan. 4 – Classes begin for all students
- Feb. 15-19 Reading Week
- April 9 – Winter term ends.
- April 12-16 Winter examinations
- April 16 – Year End Show Program Objectives

The program offers a solid foundation in traditional and graphic arts, web site development, video and sound production, animation and digital media. Students will gain the skills required for advanced production techniques, effective project management and the new media business environment.

The program addresses rapid technological changes in the new media industry and encourages creative solutions in the production of original materials for the interactive education and training, advertising and marketing, and entertainment industries. Using skills acquired in this program, graduates will be able to maximize employability using a broad range of multimedia production skills. Small class sizes allow excellent accessibility to instructors and equipment.

Many graduates of this program have gone on to become professionals in the multimedia field, while others have found this program useful as a stepping-stone towards further education in the digital arts.

Admission Requirements

In addition to the general entrance requirements for admission to Selkirk College, applicants must meet the following criteria set by the Digital Arts & New Media Department.

EDUCATION

- Highschool graduation (or equivalent) with a "C"+ or higher in Math 11(Principles, Applications or Essentials of Mathematics 11) and a "C+" or higher in English 12. Information & Communications Technology 11(or equivalent) is highly recommended.

Course of Studies

Translation Key:

Lec = Lecture Hours per week;

Lab = Lab Hours per week;

Course	Name	Lec	Lab
Term 1			
DA 100	New Media Systems	1	1
DA 101	Introduction to Digital Media	2	2
DA 104	Introduction to Digital Photography	2	2
DA 110	Introduction to Photoshop	2	3
DA 111	Introduction to Digital Art and Design Fundamentals	2	3
DA 121	Video and Stop Motion Animation	2	4
DA 131	Introduction to Web Standards, Accessibility XHTML and CSS	2	3
	Total:	13	18

Course	Name	Lec	Lab
Term 2			
DA 103	Applied Writing for New Media	3	0
DA 112	Advanced Photoshop	2	2
DA 113	Intermediate Digital Art and Design	2	3
DA 122	Digital Video I	2	3
DA 132	Dreamweaver, Flash and Actionscript	2	3
DA 141	3D Modeling and Animation I	2	2
	Total:	13	13

Course	Name	Lec	Lab
Term 3			
DA 210	Advanced Projects in DA, DTP and Print	2	2
DA 221	Digital Video II	2	3
DA 231	Advanced Web Application Development	2	3
DA 242	Modeling and Animation II	2	3
DA 251	Digital Audio and Sound Recording	2	1
DA 260	Project Management and Business Relationship Models	2	2
	Total:	12	14

Course	Name	Lec	Lab
Term 4			
DA 222	Digital Composition and Motion Graphic Design	2	2
DA 232	Advanced Flash and Actionscript	2	3
DA 288	Portfolio, Demo Reel, Resume	3	2
DA 289	Problem Based Learning and Emerging Technologies	1	1
DA 290	Work Experience	1	4
DA 299	Capstone	1	5
	Total:	10	17

MATURE APPLICANTS

Mature applicants without the above qualifications for full-time study are required to arrange an interview with a faculty member to discuss probationary admission to the program. An assessment will be made of the applicant's ability to complete the program based on work experience, studies undertaken since leaving school, and recommendations for upgrading if deemed necessary.

INTERVIEW

All applicants are required to attend a panel interview with representatives from the Digital Arts & New Media Program. In situations where a face-to-face interview is not possible, a telephone interview will be arranged. The interview is an opportunity for faculty to recommend upgrading if necessary, and for applicants to ask any questions they might have about the program.

- Please tell us a little bit about yourself and why you want to take the program?
- What aspects of your background have prepared you for taking a digital arts program with a creative focus?
- This program requires an extraordinary commitment of time and energy. Explain why you feel you are prepared to make this commitment at this time in your life.
- What do you hope to learn from our Digital Arts program?
- Do you have any traditional art skills?
- What is your level of experience with computers?
- What software applications have you used?
- What area of new media interests you the most and why?
- How did you hear about the program?

Applicants are encouraged to bring any examples of the following:

- web design (either professional or academic examples)
- print design (business cards, logos, brochures, posters, etc)
- video production, 3D modeling and animation, and/or stop motion photography
- traditional artwork (drawing, painting, sculpture, photography)
- digital artwork (Illustrator, Photoshop, Flash, etc).

COMPUTER AND SOFTWARE KNOWLEDGE

The production labs in the Digital Arts & New Media program use Microsoft Windows XP as the primary operating system. Applicants must have an intermediate level of understanding of Windows 9X, NT, XP and/or MacOS prior to entering the program. It is recommended that applicants possess basic Internet skills (email,

searching and downloading), mousing skills and keyboarding skills of at least 25 wpm.

Computer fundamentals are a prerequisite to this program, and are not taught as part of the curriculum. It is strongly recommended that applicants who do not possess an intermediate level of understanding of operating systems consult with a faculty member before making a formal application to the program.

Course Descriptions

DA 100 NEW MEDIA SYSTEMS

This three-day orientation provides students with the tools and expertise required to participate in the very technical Digital Arts & New Media Program. Intended to give students a head start on their learning experience, this course will introduce students to a range of topics that will allow them to function in this two-year program at a high level. Topics covered include: Using Moodle, POP and IMAP email systems, computer file management, computer hardware usage, the Microsoft Windows operating system, universal networking protocols, printing and data archival methods and practice.

DA 101 INTRODUCTION TO DIGITAL MEDIA

The study and profession of digital arts requires a far-reaching and comprehensive understanding of how design interfaces with technology. This course explores the language, practices and systems used in new media production. Web, print, motion graphic, video and interactive design methods are all covered in this introductory course.

DA 104 INTRODUCTION TO DIGITAL PHOTOGRAPHY

Introduction to Digital Photography is a 30 hour, hands-on course intended for students who are interested in learning how to take pictures using the manual modes of their digital camera. This course is compulsory for students who are enrolled in the Digital Arts and New Media Program. Topics will include basic equipment, ISO, aperture, shutter speed, and exposure, as well as, an introduction to color and composition, and basic image manipulation in Adobe Photoshop. Students must have a camera with aperture (Av or A), shutter speed (Tv or S), AND manual (M) modes and will be expected to produce an original body of printed photographs.

DA 110 INTRODUCTION TO PHOTOSHOP

This course introduces students to Adobe Photoshop software. Learning a variety of colour correction techniques, becoming skilled with

different selection tools, image editing, and using layers are the main objectives of this course.

DA 111 INTRODUCTION TO DIGITAL ART AND DESIGN FUNDAMENTALS

The creative process, from concept, to rough sketch, to well-resolved drawing, and finally to completed artwork is the basis for this exploration of the fundamental concepts of design. Students use traditional methods and mediums to develop their ideas, and complete their artwork/illustrations using Adobe Illustrator software. Students learn introductory through to advanced techniques with Adobe Illustrator, and utilize this powerful software application to create a portfolio of drawings. Images from art history, advertising, and contemporary media are analyzed to challenge students to see and create critically.

DA 131 INTRODUCTION TO WEB STANDARDS, ACCESSIBILITY XHTML AND CSS

The aim of this course is to provide a foundation of technologies and technical skills in Web development. It covers Website design principles and best practices using XHTML, CSS and accessibility standards. Students learn how to conceptualize, produce and deploy large and small web sites that are readable by all users regardless of their ability or browsing device.

This course is available via Distance Education.

DA 112 ADVANCED PHOTOSHOP

This project-based course is a continuation of DA110, and covers advanced techniques with Adobe Photoshop. Advanced selection methods, custom effects, and blend mode options are explored. Image compositing will be the major focus of this course and will be utilized by students to create complex custom artwork.

Prerequisites

DA 110.

DA 113 INTERMEDIATE DIGITAL ART AND DESIGN

The principles of design, the functions of design, design theory, colour theory, and typography are areas of study for this advanced course in digital art and design. Students utilize Adobe Illustrator and Adobe Photoshop software to create full colour graphic design projects.

Prerequisites

DA 111.

DA 121 VIDEO AND STOP MOTION ANIMATION

In this course students explore a wide range of stop motion styles, materials and techniques including hand drawn, puppet, pixilation, cutout and clay animation in order to find the style that best serves their final project. Students experience the process of creating their own animated video, which involves working in teams, script writing, storyboarding, acting, character development, animation, and production techniques. By the end of the term students will have created their own short animated videos.

DA 122 DIGITAL VIDEO I

This course provides students the opportunity to explore digital video production from both a creative and technical perspective. Production techniques, camera usage and non-linear editing software titles are all topics covered in this introductory level course.

DA 132 DREAMWEAVER, FLASH AND ACTIONSSCRIPT

This course continues the fundamentals of website design based on Web standards and accessibility. Students will begin with an introduction to utilizing Dreamweaver as a complete site/document management tool. Flash MX will be introduced as a tool to enhance XHTML based sites and used to create fully functional Flash sites. An emphasis will be placed on the understanding and use of Actionscript 2.0 to add functionality, interactivity and uniqueness to websites.

Prerequisites

DA 131.

DA 141 3D MODELING AND ANIMATION I

This course focuses on the concepts and practices used in 3D computer animation. Modeling, Animation, lighting and textures are covered in depth using NewTek's Lightwave 3D.

DA 203 APPLIED WRITING FOR NEW MEDIA

DA 203 is designed to prepare students for the writing demands of Digital Arts courses and the workplace. Through the production of print- and web-based documents, students will learn to organize and develop content that meets their audience's needs and to communicate in a clear and concise writing style. Students will also have an opportunity to deliver effective and engaging oral presentations.

DA 210 ADVANCED PROJECTS IN DA, DTP AND PRINT

Learning Pantone colour systems, colour separation methods, and preparing print-ready

digital artwork is the focus of this project-based course. Students learn Adobe InDesign and Adobe Acrobat, and utilize these software applications in conjunction with the rest of the Adobe Creative Suite to create full colour graphic design projects such as CD covers, posters, corporate identity packages, and product packaging. Students develop a professional quality portfolio of graphic design images that will lay the groundwork for the graduation portfolio and demo reel produced in DA288.

Prerequisites

DA 110, DA 111, DA112, DA 113.

DA 221 DIGITAL VIDEO II

This course presents students with a comprehensive study of advanced editing and effects, compression techniques and delivery systems of digital video. Students learn introductory techniques of video compositing using Adobe After Effects and Photoshop. Topics covering compression methods, such as MPEG-1 MPEG-2, H.264, and Flash video, will be combined with DVD authoring and Web streaming technologies.

Prerequisites

DA 122.

DA 231 ADVANCED WEB APPLICATION DEVELOPMENT

This course focuses on the creation of dynamic, database driven web applications. Topics include Web application delivery and dynamic data driven websites using PHP, and MYSQL. Database design, database normalization, table structure and the Structured Query Language (SQL) are also covered. Good programming techniques and web design are emphasized and students create a number of practical programs that they can put to use on their own sites.

DA 242 3D MODELING AND ANIMATION II

This course is a continuation of DA 141, focuses on the concepts and practices used in 3D computer animation. Advanced modeling, animation, lighting, textures and compositing and particle effects are covered in depth using NewTek's Lightwave 3D.

Prerequisites

DA 141.

DA 251 DIGITAL AUDIO AND SOUND RECORDING

This course examines the theory and application of audio and sound design for digital video and

new media technologies. Topics include basic recording techniques including microphone choice and recording options. Basic sound design and Foley techniques will also be covered.

DA 222 DIGITAL COMPOSITION AND MOTION GRAPHIC DESIGN

This project-based course will allow students to explore the more complex and creative field of compositing and motion graphic design. Students will be required to produce a series of 2D and 3D animated shorts that demonstrate their talent and ability to communicate visually.

Prerequisites

DA 110, DA 112, DA 122 DA 221.

DA 232 ADVANCED FLASH AND ACTIONSSCRIPT

In this course, students learn the principles behind, and the techniques of creating a multimedia authored production for mass distribution. Topics include Dynamic Flash website authoring using ActionScript and DVD/CD ROM production and distribution. User interface design, usability and usability studies are also addressed.

Prerequisites

DA 131, DA 132.

DA 280 INDUSTRY PRACTICES

Industry Practices, allows students to take a critical and analytical approach to an industry based problem. Students will use current technologies in the digital arts field to conduct a real life project from conceptualization to completion.

Prerequisites

Semester 3 of Digital Arts.

DA 289 PROBLEM BASED LEARNING AND EMERGING TECHNOLOGIES

This course will provide students with the opportunity to participate in a series of scenarios which require group participation and problem solving skills. Guest speakers may provide first-hand accounts of their experiences in similar situations and with instructors, facilitate the problem solving activity. Students will also be introduced to emerging technologies related to new media. They will apply their knowledge of convergence principles in understanding how new technologies function within new media and new media production. Guest speakers may provide first-hand accounts of their experiences using these technologies. Students will be required to experiment with some of these technologies.

Prerequisites

DA 299, Term 1, 2 & 3.

DA DA DA 291 - PRESENTATION AND PROFESSIONAL PRACTICES DA

This course, DA 291: PRESENTATION AND PROFESSIONAL PRACTICES provides Digital Arts' students the opportunity to develop creative and effective methods for presentations and content demonstrations. The underlying focus of this course is to increase the students' awareness of, and ability to create, effective tools for use after graduation. Students will demonstrate their ability to prepare: proposals, invoices, purchase orders / requisitions, cost estimates and fair shop rates. Students will regularly pitch ideas, present their ideas for instructor and peer feedback, and produce and portfolio and/or demo reel.

DA 299 CAPSTONE

This purpose of this course is to provide students the opportunity to employ their cumulative skills and talents in a chosen area of focused study. Each student must declare a primary and secondary area of interest that will be the basis of a unique product, requiring a series of scheduled tasks to complete. Products created in this course shall be identified as the student's graduating piece, which shall stand as the most significant accomplishment of their studies.

Students will be paired with a faculty advisor(s) to assist them the planning and development of their project. The course will conclude with each student presenting their project to their faculty advisor(s) and peers. An evaluation criteria will be established in partnership with the student and instructor, in accordance with industry standards.

A significant time investment, outside of the regularly scheduled class time, will be required.

Capstone focus of study can be the combination of any two of the following:

- Web Application Development
- Motion Graphic Design
- Graphic Design / Branding
- 3D Animation / Compositing
- 2D Animation / Compositing
- Digital Video

Examples of Capstone Projects:

- A one- or two-minute 3D animated short
- A one- or two-minuted 2D digitally composed animated short
- A complete branding and collateral package for a product or service
- Dynamic Web application development
- Students may pair up with one another, only where there are significant responsibilities that warrant such an arrangement.
- The deadline for registering the Capstone Project in Digital Arts & New Media is the last Thursday in October.

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health & human services

AT SELKIRK COLLEGE

From health care agencies and pharmacies to group homes, government offices and home-based businesses, employers open their doors to Selkirk graduates. Our faculty keeps up with rapid changes in the field, so our programs prepare you for the real world—and real experience on the job. If you have compassion and a commitment to excellence, our programs will give you the foundation for the caring career of a lifetime.

HEALTH PROGRAMS

ACCESS TO PRACTICAL NURSING

This 9-month program will prepare residential care aid trained individuals to write the BC-Licensed Practical Nurse provincial exam and head into a satisfying profession.

ADVANCED MEDICAL TRANSCRIPTION

A 10-month certificate program is offered in partnership with Trail Regional Hospital. The program is also available via distance learning.

GERONTOLOGY

This program is for Registered Nurses seeking specialized knowledge and training in order to effectively educate, assess and care for elderly people.

HOME SUPPORT/RESIDENT CARE ATTENDANT

This 24-week certificate program trains students to provide front-line health care to clients in selected community settings, home support agencies and continuing care facilities.

NURSING

This Baccalaureate Nursing Degree is designed to prepare students for entry-level positions as Registered Nurses in British Columbia's evolving health care system.

NURSING UNIT CLERK

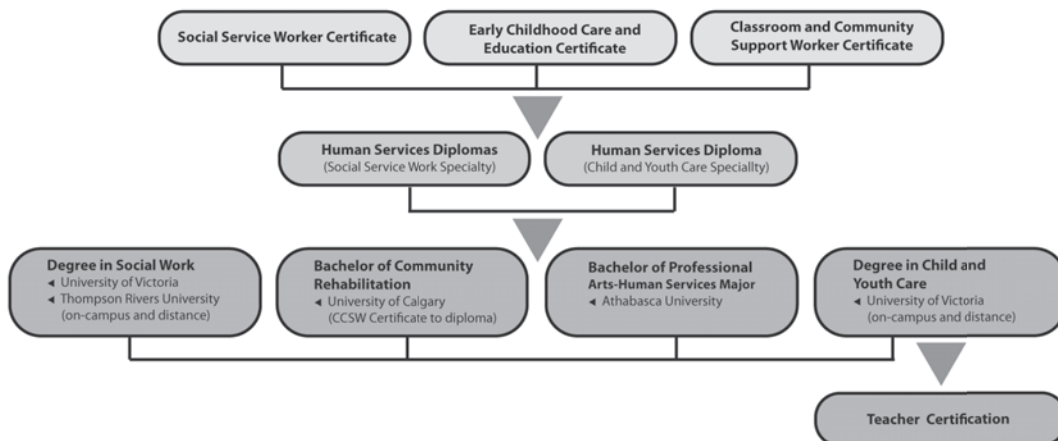
This 720-hour program prepares students to work as a Nursing Unit Clerk within an acute care hospital setting. It also provides certification for employees currently working as unit clerks.

PHARMACY TECHNICIAN

This 10-month program provides students with the knowledge and skills necessary to assist pharmacists in retail pharmacies.

HUMAN SERVICES PROGRAMS

This Diploma provides graduates of the Certificate program, as well as experienced practitioners, an opportunity for advanced training, diploma-level recognition and a bridge to a degree in either social work or child and youth care.



ADVANCED MEDICAL TRANSCRIPTION

NINE MONTH PLUS THREE WEEKS FULLY ONLINE CERTIFICATE AT TRAIL CAMPUS

Program Calendar

INTAKES:

September 8, 2009

January 4, 2010

If you enjoy daily challenges and working with new technology, this nine-month (plus 3-week practicum) online medical transcription program is designed to equip you with the skills necessary to meet the needs of the medical community for transcriptionists. Professionals in this specialized field are in high demand. Graduates of the medical transcription program receive a college certificate from a fully accredited college! Part-time and full-time schedules available. Intakes are September and January of each year. Students may elect to take the medical transcription program off site or on site. All medical transcription courses are offered online through distance education.

Program Objectives

The Advanced Medical Transcription Program provides a unique hands-on learning experience that prepares you for the real-life challenges of medical transcription. This program encourages you to develop critical thinking and decision-making skills while applying appropriate medical terminology to each transcribed document. You will transcribe authentic medical dictation, which includes challenging accents with varying dictation styles, to industry standards. Due to the high standards required in this program, students meet or exceed employer expectations during the three week practicum of the program. Selkirk College's curriculum ensures that our graduates are well prepared and are able to transition into the workplace with ease.

Part-Time Students

Students may choose to take the medical transcription program courses on a part-time basis; however, to receive a certificate, all courses for the medical transcription program must be completed within two academic school years (maximum four semesters) from the student program start date.

Course of Studies

Translation Key:

Ttl = Total course hours per term

Courses marked as (D) may also be available via Distance Education.

Course	Name	Ttl
	Term 1	
ABT 112 112 (D)	Keyboarding	30
MTAT 146 (D)	Medical Office Procedures	24
MTAT 150 (D)	History and Physical Examinations	120
MTAT 152 (D)	Consultation Reports	120
MTAT 154 (D)	Operative Reports	120
MTAT 161 (D)	Clinic, Discharges, Diagnostics	90
MTAT 176 (D)	Proofreading	30
Total:		534

Course	Name	Ttl
	Term 2	
MTAT 164 (D)	Oncology	90
MTAT 166 (D)	Radiology and Nuclear Medicine	120
MTAT 168 (D)	Pathology	120
MTAT 170 (D)	Transcription Accuracy and Transcription Speed	120
MTAT 180 (D)	Practicum	90
MTAT 182 (D)	Home Business Basics	30
Total:		570

Distance Education

This online program allows you to complete the required courses in our computer labs on site or from home through distance education. Close contact with instructors and other students allows you to network, receive regular feedback and share challenges and triumphs. Working as an online student enables you to choose the work environment that best suits your personal needs. You can choose between full or part-time enrollment and take up to two years to complete the program. Distance education students are required to provide their own equipment and work station. This includes establishing an Internet connection with an e-mail account, MS Word, WAV pedal, headphones and supplies.

Career Potential

With an Advanced Medical Transcription program certificate, graduates have been successful in obtaining employment with online medical

transcription companies, hospitals and medical clinics as medical transcriptionists, editors and have even moved on to provide medical transcription technical support.

Admission Requirements

To achieve success, a student choosing to take the medical transcription program should be highly motivated and proficient in computer skills including file management, downloading, uploading, MS Word, email and internet browsing. All prerequisites to the medical transcription program are offered online.

- A graduate of a BC Senior Secondary school or equivalent
- A post-secondary certificate in Applied Business Technology or equivalent work experience including MS Word I and II a(2007) and Windows-based operating system.
- Provide proof of a keyboarding typing speed of 50 net words per minute in a five minute typing test

- MTAT 140: Medical Terminology I: 30 hours
- MTAT 141: Medical Terminology II: 90 hours
- MTAT 142: Medical Terminology III: 30 hours
- OLS: Online Learner Success
- Highly recommended: for students who are weak in English/grammar: Business English

Course Descriptions

ABT 112 KEYBOARDING SPEED II

This office administration and computer skills training course, Keyboarding Speed II, is a skill enhancement program designed to upgrade keyboarding skills through technique development, individualized error analysis, and individualized prescriptive recommendations of championship typing drills to correct key stroke weaknesses. Students are expected to key a minimum of 50 net words per minute in a five minute timed writing by the end of the course.

Prerequisites

ABT 111 or equivalent.

This course is available via Distance Education.

ABT 112 112 TYPING SPEED DEVELOPMENT

A requirement for graduation is a typing speed of 60 net words per minute recorded on a transcript. Please contact the instructor for further information

Prerequisites

Typing speed of 50 net words per minute.

This course is available via Distance Education.

MTAT 146 MEDICAL OFFICE PROCEDURES

All medical transcription courses are offered online and may be taken through distance education correspondence.

In the medical transcription course MTAT 146, procedures and policies are covered. Students set up their computer and MS Word. Templates used by medical transcriptionists are downloaded, and printing, filing and retrieving documents are covered. Tour of a Medical Transcription Department and assignment required.

Prerequisites

Prerequisites for the Advanced Medical Transcription Program:

- A graduate of a BC senior secondary school or equivalent.
- A post-secondary certificate in Applied Business Technology or equivalent work experience.
- Online Learning Success (free 15-hour course).
- Proof of 50 net words per minute typing speed.
- Medical Terminology III (Medical Terminology I and II are prerequisites to Medical Terminology III)

Equivalents:

Business English: If your grammar and punctuation skill level is weak, we strongly recommend upgrading your skills by enrolling in a Business English course. Business English focuses on correct English usage in a business environment and provides a comprehensive review of grammar, punctuation, style, business spelling and vocabulary. The course materials are presented in small, easily managed learning segments. This course is available via Distance Education.

MTAT 150 HISTORY AND PHYSICAL EXAMINATIONS

In this medical transcription online training course, students are introduced to various dictation styles and challenging accents of dictating physicians. Emphasis is placed on accurately transcribing history reports. Students transcribe authentic medical dictation, use correct forms and format, proofread, file and retrieve documents.

Prerequisites

MTAT 146.

This course is available via Distance Education.

MTAT 152 CONSULTATION REPORTS

The Advanced Medical Transcription Program courses are all offered online.

In this medical transcription online training course, students are introduced to various dictation styles and challenging accents of dictating physicians. Emphasis is placed on accurately transcribing consultation reports. Students transcribe authentic dictation, use correct forms and format, proofread, file and retrieve documents.

Prerequisites

MTAT 150.

This course is available via Distance Education.

MTAT 154 OPERATIVE REPORTS

The Advanced Medical Transcription Program courses are all offered online. In this medical transcription online training course, students are introduced to various styles and challenging accents of dictating physicians. Emphasis is placed on accurately transcribing operative reports. Students transcribe authentic dictation, use correct forms and format, proofread, file and retrieve documents.

Prerequisites

MTAT 152.

This course is available via Distance Education.

MTAT 161 CLINIC, DISCHARGES, DIAGNOSTICS

The Advanced Medical Transcription Program courses are all offered online. In this medical transcription online training course, students are introduced to various styles of report presentation, templates and challenging accents of dictating physicians. Emphasis is placed on accurately transcribing patient clinic notes, discharge summaries, and diagnostic tests (electroencephalograms [EEGs], electromyelograms [EMGs] and electrocardiograms [ECGs], including stress tests and Holter monitors.

Prerequisites

MTAT 154

This course is available via Distance Education.

MTAT 176 PROOFREADING

The Advanced Medical Transcription Program courses are all offered online. In this medical transcription online training course, students proofreading skills are developed and tested in document content and report presentation.

Prerequisites

MTAT 146.

This course is available via Distance Education.

MTAT 164 ONCOLOGY

The Advanced Medical Transcription Program courses are all offered online. In this online medical transcription training course, students are introduced to various styles and accents of dictating physicians. Emphasis is placed on accurately transcribing oncology reports. Students transcribe authentic dictation, use correct forms and format, proofread, file and retrieve documents.

Prerequisites

MTAT 161.

This course is available via Distance Education.

MTAT 166 **RADIOLOGY AND NUCLEAR MEDICINE**

The Advanced Medical Transcription Program courses are all offered online. In this medical transcription online training course, students are introduced to various styles and accents of dictating physicians. Emphasis is placed on accurately transcribing radiology and nuclear medicine reports. Students transcribe authentic dictation, use correct forms, and format, proofread, file and retrieve documents.

Prerequisites

MTAT 164.

This course is available via Distance Education.

MTAT 168 **PATHOLOGY**

The Advanced Medical Transcription Program courses are all offered online. In this medical transcription online training course, students are introduced to various styles and accents of dictating physicians. Emphasis is placed on accurately transcribing pathology reports. Students transcribe authentic dictation use correct forms and format, proofread, file and retrieve documents.

Prerequisites

MTAT 166.

This course is available via Distance Education.

MTAT 170 **TRANSCRIPTION ACCURACY AND TRANSCRIPTION SPEED**

The Advanced Medical Transcription Program courses are all offered online. In this medical transcription online training course, emphasis is placed on accurately transcribing 50 minutes of medical dictation within a specified timeframe.

Prerequisites

MTAT 168

This course is available via Distance Education.

MTAT 180 **PRACTICUM**

The Advanced Medical Transcription Program courses are all offered online. A three-week practicum is required for graduation. Students may choose to do the practicum with an on line company or at a hospital or medical clinic.

Prerequisites

MTAT 170.

This course is available via Distance Education.

MTAT 182 **HOME BUSINESS BASICS**

The Advanced Medical Transcription Program courses are all offered online. In this medical transcription online training course, students review informative information touching on some of the important aspects of a home-based medical transcription subcontracting business.

Prerequisites

MTAT 180.

This course is available via Distance Education.

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Program Calendar

12 week courses September - November, January - March, April - June

Typically, a cohort would run as follows:

YEAR ONE:

September - November GERO 200,

January - March GNUR 300,

April - June GNUR 302, Electives 210 &/or 310

YEAR TWO:

September - November GNUR 301,

January - March GNUR 303,

April - June GNUR 315

Course of Studies

Courses marked as (D) may also be available via Distance Education.

Course	Name
	Term 1
GERO 200 (D)	Contemporary Issues in Gerontology
GNUR 210 (D)	Spirituality and Aging
GNUR 300 (D)	Introduction to Gerontological Nursing
GNUR 301 (D)	Psycho-Social Issues Impacting Aging
GNUR 302 (D)	Physiological Function in the Aged
GNUR 303 (D)	Delirium, Dementia and Depression in the Elderly
GNUR 310 (D)	Medication Use and Abuse with the Elderly
GNUR 313 (D)	End-of-Life Care & Palliation

Program Objectives

Upon the completion of this certificate program each student will:

- Interpret basic geriatric trends and issues
- Accumulate and test a wide variety of health assessment tools
- Demonstrate critical, innovative thinking in problem solving
- Illustrate how to educate towards wellness
- Develop advocacy skills at relational and policy-making levels

Career Potential

The largest growing health cohort is the geriatric population. By 2030, 25% of Canadians will be over 65; 12% will be over 85 years of age. Registered Nurses who have completed this certificate will have specialized knowledge and training to effectively educate, assess and care for older people. Graduates will have the ability to analyse trends and challenges in the field of Geriatrics, and the tools and skills to meet the complex physical, social, environmental, cognitive and spiritual needs of the elderly.

Facility care (all levels), acute care, community nursing (home care and case management), mental health, health promotion agencies, clinics and primary health care settings are all potential areas of employment for nurses with specialized skills and knowledge in gerontology.

Admission Requirements

Full Certificate: Registered Nurses or Licensed Practical Nurses with a minimum of one year nursing experience with adults.

Part-time: Nurses and other health or social science students and professionals who wish to take individual courses and have the required course pre-requisites.

Course Descriptions

GERO 200 INTRODUCTION TO GERONTOLOGY AND AGING

Contemporary Issues in Gerontology will provide students with an understanding of how the process of aging affects individuals and how an aging population affects and influences Canadian Society. Aging will be examined within historical, contemporary and culture contexts. Topics will include aging and health, aging demographics, the psychology and sociology of aging, finances and economics, retirement, leisure, housing and transportation, and family social supports. Participants will have the opportunity to identify and examine their personal beliefs and values about the aging process throughout the course.

GERO 200 CONTEMPORARY ISSUES IN GERONTOLOGY

Contemporary Issues in Gerontology will provide students with an understanding of how the process of aging affects individuals and how an aging population affects and influences Canadian society. Aging will be examined within historical, contemporary and culture contexts. Topics will include aging and health, aging demographics, the psychology and sociology of aging, finances and

economics, retirement, leisure, housing and transportation, and family social supports. Participants will have the opportunity to identify and examine their personal beliefs and values about the aging process throughout the course.

Prerequisites

Certificate/Diploma in any Health or Human Service Discipline is preferred.

This course is available via Distance Education.

GNUR 210 SPIRITUALITY AND AGING

As the physical body ages, it declines and deteriorates. In contrast, the Human Spirit continues to develop and mature until the end of life. This course examines the importance of Spirituality in aging, and its effects on health, wellness and achievement of meaning in life. Current research and tools to assess spiritual needs will be examined. Roles and opportunities for caregivers to promote the spirituality of aging persons will be explored.

Prerequisites

Certificate/Diploma in Health or Human Service Discipline preferred.

This course is available via Distance Education.

GNUR 300 INTRODUCTION TO GERONTOLOGICAL NURSING

This course will detail the unique roles and functions of gerontological nursing by exploring historical underpinnings, societal needs, and current issues. Conceptual frameworks for nursing acutely ill, chronically ill or frail elders will provide a groundwork for use of assessment tools and critical analysis. Evidence-based protocols will be examined. Communication skills for optimal teamwork will enhance the nurse's interaction with elders, family members and other caregivers.

Prerequisites

GERO 200 is preferable.
This course is available via Distance Education.

GNUR 301 PSYCHO-SOCIAL ISSUES IMPACTING AGING

As people age, changes in cognitive and affective function can be impacted by life events, role change, personal choice, acute and chronic disease, or health treatments. Within this course the nurse will develop strategies to assess risk factors and promote psycho social health. Issues of mental competency, elder abuse/neglect and alcoholism in later life will be also examined.

Prerequisites

GERO 200 and GNUR 300 are preferable.
This course is available via Distance Education.

GNUR 302 PHYSIOLOGICAL FUNCTION IN THE AGED

This course focuses on the normal changes of aging in all body systems. An exploration of risk factors, iatrogenic complications, and the compounding effect of acute illness on chronic health problems will lead the nurse to creative problem solving towards enhanced health functions.

Prerequisites

GNUR 300 is preferable.
This course is available via Distance Education.

GNUR 303 DELIRIUM, DEMENTIA AND DEPRESSION IN THE ELDERLY

This course will look at current theories of causality, presenting behaviours, risk factors and therapies for each of these conditions. The impact on the family and professional caregivers will be assessed. Dementia nursing care will focus on methods to enhance and retain patient abilities.

Prerequisites

GNUR 300 is preferable.
This course is available via Distance Education.

GNUR 310 MEDICATION USE AND ABUSE WITH THE ELDERLY

Most aging people use medication to treat a variety of chronic or symptomatic problems. This course seeks to define the nursing role in medication management with aging clients or patients. An understanding of pharmacokinetics and pharmacodynamics related to the aging body will assist the gerontological nurse in understanding drug reactions and interactions. Reasons for drug misuse and abuse will be explored and strategies developed to improve drug regime compliance. A tool to assist with medication profile analysis will be presented.

Prerequisites

GERO 200 and GNUR 300 are preferable.
This course is available via Distance Education.

GNUR 313 END-OF-LIFE CARE AND PALLIATION

Palliative care is the unique way caregivers think, respond, and act as they give skilled and compassionate care to a dying person and the support system of that person. This course seeks to help each nurse understand their own feelings about death and palliative care, and reflect on their experiences with palliative care. Each participant will gain specific knowledge about symptom assessment and management, and how to deal with a palliative emergency situations. Particularly unique aspects of caring for the dying, ie. communication, grief and self-care, will be explored.

Prerequisites

Nursing Diploma or Degree.
This course is available via Distance Education.

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Program Calendar

2009

March 23rd - August 28th, 2009

Program Objectives

This intense 24-week certificate program is designed to graduate Home Support/Resident Care Attendants who can provide front-line health care to clients in selected community settings, home support agencies, and continuing care facilities (including extended care, intermediate care, adult day care and personal care).

Special Costs And Travel

Students are required to have uniforms, white duty shoes, a watch with a second hand, and bandage scissors. In addition, students must be prepared to travel to clinical practice agencies. Access to a reliable vehicle is necessary. Students are required to possess a valid BC driver's license by the start of HSRC 160.

Admission Requirements

Admission to the Selkirk College Home Support/Resident Care Attendant program is open to individuals who have met the following requirements:

- English 11 (or equivalent) – “C+” or better
- Science 10 (or equivalent) – “C+” or better
- Mathematics 10 (or equivalent) – “C+” or better
- Applicants who are upgrading in preparation for entry are strongly advised to complete ABE Intermediate Science, including the following five modules: Human Biology, The Cell, Nutrition, Disabilities, and Disease.
- Possess current certificates in CPR (Level C) and Standard First Aid.
- Up-to-date immunization.
- Criminal record search.
- All applicants must complete assessment tests in reading, writing, and math before registration.

Course of Studies

Translation Key:

Lec = Lecture Hours per week;

Prc = Practice Hours per week;

Ttl = Total course hours per term

Course	Name	Lec	Prc	Ttl
Term 1				
HSRC 150	Human Relations: Interpersonal Communications	40	0	40
HSRC 151	Health: Lifestyle and Choices	0	0	30
HSRC 152	Health and Healing: Concepts for Practice	0	0	60
HSRC 153	Nursing Arts	60	0	60
HSRC 154	Healing: Special Needs in HS/RCA	40	0	54
HSRC 155	Work Role: Introduction to HS/RCA	30	0	30
HSRC 157	Work Role: Additional Work Environments	36	0	36
HSRC 160	Clinical Practice I	0	60	60
HSRC 170	Clinical Practice II (Residential Care)	0	162	162
HSRC 172	Clinical Practice III (Home Support and Community)	0	27	27
HSRC 180	Practicum (Transition Experience)	0	97	97
	Total:	206	346	656

Admission Procedure

- Fully qualified applicants are accepted in the order in which their applications are completed, therefore, it is important that the application form and supporting documentation are submitted as early as possible. Before an application is considered to be complete, the following documents must be received by the Admissions Office: Completed College application form.
- Official transcripts for all relevant courses.
- Completed immunization forms.
- Three completed personal reference forms.
- Completed applicant information questionnaire.
- Criminal Record Search.
- Current Certificate in CPR (Level C).
- Current Certificate in Standard First Aid.
- Applicants enrolled in prerequisite and/or upgrading courses may be offered provisional acceptance.
- This is a limited enrolment program.

RECOMMENDED CHARACTERISTICS:

- A caring attitude. A sincere interest in people of all ages who require all levels of care. This includes individuals who are: mentally or physically disabled, experiencing life threatening situations, confused or requiring rehabilitation.

- Good command of oral and written English.
- Good manual dexterity.
- Any supportive courses in human biology, psychology, sociology, First Aid or previous related work experience or education would be an asset.
- Flexibility to adjust to early morning and evening practicum shifts, to a variety of clinical settings and locations.

Course Descriptions

HSRC 150 HUMAN RELATIONS: INTERPERSONAL COMMUNICATIONS

Focuses on the development of self awareness and increased understanding of others. Participants will explore basic communication concepts and practical skills which contribute to effective, caring, interpersonal relationships.

HSRC 151 HEALTH: LIFESTYLE AND CHOICES

Provides an introduction to the concept of health and the components of a health-enhancing lifestyle. Participants will be invited to reflect on their own experience of health, recognizing challenges and resources that may impact on their lifestyle choices, and consequently, their health.

HSRC 152 **HEALTH AND HEALING: CONCEPTS FOR PRACTICE**

Provides the opportunity to develop a theoretical framework for practice. Participants examine the significant philosophical beliefs and theoretical concepts underlying competent practice.

HSRC 153 **NURSING ARTS**

Nursing Arts focuses on assisting the learner to acquire skills and techniques that promote comfort, safety and independence for the older adult in a variety of environments.

HSRC 154 **HEALING: SPECIAL NEEDS IN HS/RCA**

Builds upon content in other courses to assist participants to explore concepts and approaches applicable to the care of residents experiencing changes in mental functioning. Also explores the role of the Home Support Attendant in special needs family situations.

Prerequisites

(A grade of 'C' or better is required to use a course to satisfy a pre-requisite requirement.)

HSRC 155 **WORK ROLE: INTRODUCTION TO HS/RCA**

Builds upon content in other courses to further develop the knowledge, attitudes and values required for practice as a Resident Care Attendant. Also provides an introduction to community care, the home support industry, and the role of the Home Support Attendant.

HSRC 157 **WORK ROLE: ADDITIONAL WORK ENVIRONMENTS**

Provides the learner opportunities to explore worksites beyond residential and home support sites. These sessions are augmented by guest speakers and/or site visits.

Prerequisites

Successful completion of HSRC 155

HSRC 160 **CLINICAL PRACTICE I**

Opportunity is provided for participants to apply knowledge and skills from all previous and concurrent HSRC courses to the care of elderly clients in a variety of community settings.

HSRC 170 **CLINICAL PRACTICE II (RESIDENTIAL CARE)**

Provides the learner with opportunities to apply theoretical knowledge and skills to the care of the older client in a variety of residential facilities. This clinical is a more comprehensive extension of HSRC 160 and prepares the learner for HSRC 172 and HSRC 180.

HSRC 172 **CLINICAL PRACTICE III (HOME SUPPORT AND COMMUNITY)**

Provides the learner with opportunities to apply theoretical knowledge and skills to the care of the client in the Home Support and other related community environments. This clinical is an extension of HSRC 170 and prepares the learner for HSRC 180.

HSRC 180 **PRACTICUM (TRANSITION EXPERIENCE)**

Integrates the knowledge, skills and attitudes acquired during the program with an additional opportunity to perform the roles of the HSRCA while under the guide and supervision of a mentor. Opportunities are provided to gain increased self-confidence in the work setting and to become socialized into the work role.

Contacts

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Program Calendar

2009

- March 1 - Last day for submission of application for Sept. 2009.
- March 31 - Last day for completion of application for entry in Sept. 2009.
- September 8 - Student Orientation.
- September 9 - Fall term instruction begins.
- December 11 - Fall term instruction ends.
- December 14-23 - Fall term examinations.

2010

- January 4 - Winter term instruction begins.
- February 15-19 - Reading break.
- April 8 - Winter term instruction ends.
- April 13-22 - Winter term examinations.
- May 3 - Spring term begins - Years 1, 2 & 3.
- June (date TBA) - Spring term ends - Year 1.
- June 11 - Spring term ends - Years 2 & 3.
- June 14 - Summer term begins - Year 3.
- July 23 - Summer term ends - Year 3.

Note: Late applications may be accepted if space is available.

If there is a discrepancy in calendar dates between the University of Victoria and Selkirk College, the Selkirk College calendar will be considered correct.

Program Summary

All registered nurses who graduate in British Columbia are now required to complete a four-year baccalaureate degree in order to meet national and provincial standards for nursing education. Students entering the Bachelor of Science in Nursing Program at Selkirk College may complete the four-year baccalaureate degree on site. During the first two and one-half years, students will be considered Selkirk College students. For the last one and a half years, students will be enrolled with the University of Victoria with classes at Selkirk College Castlegar campus.

COLLABORATION FOR ACADEMIC EDUCATION IN NURSING

The Selkirk College Nursing Program is in partnership with the University of Victoria and seven other universities and colleges in BC and the NWT, forming the Collaboration for Academic Education in Nursing (C.A.E.N.) These collaborating programs offer the same nursing curriculum. Transferability is a core value of the collaboration and the Schools of Nursing facilitate student transfer between sites whenever possible.

Course of Studies

Translation Key:

Lec = Lecture Hours per week;

Sem = Seminar Hours per week;

Ttl = Total course hours per term

Lab = Lab Hours per week;

Prc = Practice Hours per week;

Courses marked as (D) may also be available via Distance Education.

Course	Name	Lec	Lab	Sem	Prc	Ttl
Term 1						
BIOL 164	Human Anatomy and Physiology I	3	3	0	0	0
ENGL 110 (D)	College Composition	3	0	0	0	0
NURS 112	Professional Practice I: Intro to Profession of Nursing	3	0	0	0	3
NURS 116	Health and Healing I: Living Health	3	3	0	0	6
NURS 117	Relational Practice I: Self and Others	3	0	0	0	3
NURS 119	Nursing Practice I: Intro to Nursing Practice	0	0	0	3	3
Total:		15	6	0	3	15

Course	Name	Lec	Lab	Sem	Prc	Ttl
Term 2						
BIOL 165	Human Anatomy and Physiology II	3	3	0	0	0
NURS 122	Professional Practice II: Intro to Discipline of Nursing	3	0	0	0	3
NURS 126	Health and Healing II: Health Indicators	3	3	0	0	6
NURS 129	Nursing Practice II: Coming to Know the Client	0	0	2	8	0
NURS 130	Consolidated Nursing Experience I	6	0	0	12	6
	Non-Nursing Elective	3	0	0	0	3
Total:		18	6	2	20	18

Course	Name	Lec	Lab	Sem	Prc	Ttl
Term 3						
AHSC 218	Applied Health Science I	3	0	0	0	3
NURS 216	Health & Healing III: Health Challenges/Healing Initiatives	3	3	0	0	6
NURS 217 (D)	Relational Practice II: Creating Health - Promoting Relationships	3	0	0	0	3
NURS 219	Nursing Practice III	0	0	2	14	16
Total:		9	3	2	14	28

Course	Name	Lec	Lab	Sem	Prc	Ttl
Term 4						
AHSC 228	Applied Health Science II	3	0	0	0	3
NURS 222	Professional Practice III: Nursing Ethics	3	0	0	0	3
NURS 226	Health & Healing IV: Health Challenges/Healing Initiatives	3	3	0	0	6
NURS 229	Nursing Practice IV	0	0	2	14	16
NURS 230	Consolidated Practice Experience II (Spring, 6 weeks)	0	0	0	35	0
Total:		9	3	2	49	28

Course	Name	Lec	Lab	Sem	Prc	Ttl
Term 5						
NURS 316	Health and Healing V: Complex Health Challenges/Healing Initiatives	3	3	0	0	6
NURS 317	Relational Practice III: Connecting Across Difference	3	0	0	0	3
NURS 319	Nursing Practice V Non-Nursing Elective	0	0	2	16	0
	Total:	3	0	0	0	3
	Total:	9	3	2	16	12

Course	Name	Lec	Lab	Sem	Prc	Ttl
Term 6						
NURS 300	Health and Healing VI: Global Health Issues	3	0	0	0	3
NURS 341	Professional Growth IV: Nursing Inquiry	3	0	0	0	0
NURS 350	Health & Healing VII: Promoting Community and Societal Health	3	0	0	0	0
NURS 351	Nursing Practice VI	0	0	3	6	0
NURS 370	Consolidated Practice Experience III (Spring, 6 weeks) Non-Nursing Elective	0	0	0	35	0
	Total:	3	0	0	0	0
NURS 470	Consolidated Practice Experience IV (Summer 6 weeks)	0	0	0	35	35
	Total:	12	0	3	76	38

Course	Name	Lec	Lab	Sem	Prc	Ttl
Term 7						
NURS 360	Professional Growth IV: Research	3	0	0	0	0
NURS 430	Professional Growth V: Nurses Influencing Change	3	0	0	0	0
NURS 431	Nursing Practice VII	0	0	3	6	0
	Total:	6	0	3	6	0

Course	Name	Lec	Lab	Sem	Prc	Ttl
Term 8						
NURS 475	Consolidated Practice Experience V (6 weeks)	0	0	0	35	0
NURS 491	Nursing Practice VIII (6 weeks)	0	0	0	35	0
	Total:	0	0	0	70	0

Transferring to University

During Third Year Fall Term, students will apply to University of Victoria. For the following three terms students will be considered University of Victoria students but will continue to study at Selkirk College, Castlegar campus. Please note that completion of terms 1-5 does not automatically guarantee admission to the University of Victoria. To achieve maximum benefit from the program, Nursing core courses must be taken concurrently. Because individual courses change each year to accommodate new knowledge, changing practice conditions, etc., selected core courses in that term may be repeated if an acceptable grade is not achieved in any one core course. Students must complete each term before proceeding into the following term.

Non-Nursing Electives
Students may select three university transfer courses (three credits per course) of their choice. Each course must be transferable to the University of Victoria for 1.5 units (which is the equivalent of a 3-credit course from Selkirk College). If a student chooses to complete their degree through one of the following partner institutions instead of University of Victoria (Vancouver Island University, UBC Okanagan and Thompson Rivers University), these institutions all require two first year English courses to meet degree requirements. Students considering transfer to these institutions should consider taking a second English course (e.g. English 111) as one of their electives.

Nursing Electives
One nursing elective will be taken by distance during year four. Elective choices vary from year to year and information will be provided to students for choosing electives.

Career Potential

Following registration with the College of Registered Nurses of BC (CRNBC), graduates are eligible to practice nursing in a variety of settings, or enrol in post-basic nursing specialty programs such as operating room nursing, critical care nursing, pediatric nursing, maternal and child health nursing, outpost nursing, or mental health nursing. Many post-basic specialty programs require a period of nursing practice before entry. A post-basic certificate in Gerontological Nursing is available through Distance Education.

Special Costs, Travel, and Relocation Requirements

- In addition to the usual expenses for tuition and fees, Nursing students can expect to pay approximately \$300 for a uniform, shoes, stethoscope and other items.
- Placement in practice areas is arranged by the faculty in accordance with the availability of suitable learning experiences and the student's learning needs. It is not possible to accommodate personal considerations related to residence or family responsibilities. Individuals enrolling in the Nursing program are advised that **access to a reliable motor vehicle is a necessity, and a valid BC Drivers License is mandatory.**
- **“Travel requirement”** includes local hospitals and agencies in Castlegar, Nelson, and Trail and Rossland during all semesters.
- **“Relocation requirement”** for Consolidated Practice Experiences may include communities throughout the East and West Kootenay regions, or elsewhere.
- In some cases, due to limited availability of practice placements, students may have to relocate for consolidated practice experiences.
- Students will be required to obtain and maintain current CPR certification, (HCP Level). This must be done prior to the beginning of Year 1 Consolidated Practice Experience and maintained while in the program. The cost for such certification will be additional to other course fees in the Nursing program. Recertification is required every two years.

Admission Requirements

In addition to meeting the general entrance requirements for admission to Selkirk College, an applicant must meet these Collaborative Nursing Program requirements:

- High school graduation (or equivalent).
- Completion of the following courses (or equivalent): ENGL 12 with a 'C+' grade or better
- BIOL 12 with a 'C+' grade or better
- CHEM 11 with a 'C+' grade or better
- Principles of MATH 11 or Applications of Math 12 with a 'C+' grade or better.
- One of the following with a grade of C+ or better: Biology 11 (recommended)
- Chemistry 12
- Physics 11 or 12
- Current immunization.
- Criminal record search.

Students lacking academic prerequisites may enrol in upgrading courses offered by the College at most campuses and College Extension Centres. Mature students who lack high school graduation will normally be expected to successfully complete those courses specified above plus at least one university level course in order to qualify for admission to the Nursing Program. (ENGL 110 is strongly recommended.) Applicants are advised to consult a College counselor regarding course selection.

NOTES

- Communications 12 will not be accepted in lieu of ENGL 12.
- A score equivalent to "C+" on the Language Proficiency Index (LPI) can be used in lieu of ENGL 12.
- A minimum "C+" grade in a higher level high school or university transfer course in the same subject can be used in lieu of each course above. Courses selected may qualify as program requirements.
- Students who obtained the above requirements more than five years ago will be required to provide evidence of recent study. This will consist of one course in academic upgrading or university transfer in one of the above subjects.
- Applicants with previous related work experience or documented formal learning may be eligible for advance credit which is determined through Prior Learning Assessment.
- Fully qualified applicants are accepted in the order in which their applications are

completed; therefore, it is important that the application form and supporting documentation are submitted as early as possible.

Applications are received during the 7 month period preceding the entry date. Before an application can be approved for admission, the following documents must be received by the Admissions Office: Completed application form.

- Official transcripts for all relevant courses.
- Three completed personal reference forms.
- Completed applicant information questionnaire.

Applicants enrolled in prerequisite and/or upgrading courses may be offered provisional acceptance.

- This is a limited enrolment program.
- The wait list is not carried forward from one year to another. Applicants who are not admitted in a given year should reapply *early* for the next year, according to Admission policy.

NOTES

- Advanced credit may be granted, on application, for support courses (other than Nursing). Applications for advance credit must be received by the Registrar prior to entering the Nursing program. For detailed information please refer to the Nursing Program Admission Policies, or consult the School Chair.
- Students in good standing who are forced to interrupt their program normally may re-enter within one year of departure without penalty, subject to availability of space.
- Performance appraisal based on learning outcomes and the professional judgment of instructors, places emphasis on personal interaction and communication, as well as on practice knowledge and competence.

In order to progress from one semester to the following semester in the Nursing Program the following requirements must be met:

- Satisfactory completion of all courses in the semester with a minimum grade of 60%.
- A minimum cumulative average of 65% and/or a GPA of no less than 2.33. All other admission criteria must continue to be met throughout the program.

CRIMINAL RECORDS

All applicants must submit a Criminal Record Check as part of the application process.

All applicants must complete assessment tests in reading, writing and math before registration.

Course Descriptions

BIOL 164 HUMAN ANATOMY AND PHYSIOLOGY I

This course provides an integrative approach to the normal structure and function of the human body. Repair and replication, structural support, nervous integration, movement and metabolism are examined at the cellular, tissue and system levels. Recent scientific discoveries are presented as a means of relating the systems studied to various applied disciplines including health care and Kinesiology.

Prerequisites

BIOL 12, CHEM 11, and one of BIOL 11, CHEM 12, or PHYS 12 (BIOL 11 recommended) with a grade of "C" or better.

ENGL 110 COLLEGE COMPOSITION

Students needing a year of Introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. English 110: College Composition is designed to enable the student to produce clear, coherent and fully developed essays. The course covers academic writing styles, rhetorical modes, editing techniques and research practices.

Prerequisites

A C or better in ENGL 12 or equivalent or LPI level 4.

This course is available via Distance Education.

NURS 112 PROFESSIONAL PRACTICE I: INTRO TO PROFESSION OF NURSING

This course is an introduction to the profession of nursing. Participants examine the foundational concepts of the curriculum and how the concepts relate to nursing practice. Participants also explore the history of nursing and have the opportunity to explore and critically reflect upon the political and socioeconomic forces that have shaped the status of women in society and the evolution of the nursing profession. Standards of nursing practice and responsibility for safe and ethical nursing practice are explored.

Prerequisites

Admission to the nursing program.

NURS 116 HEALTH AND HEALING I: LIVING HEALTH

This course is an introduction to the meaning of health including personal, family, community, and societal health. Participants examine theoretical and conceptual frameworks of health including health promotion, primary health care, prevention, and determinants of health. By reflecting on personal experiences, participants have the opportunity to identify personal resources and/or challenges that impact health as well as recognize the diversity of beliefs, values, and perceptions held by others. Opportunities to learn basic health assessment skills are included.

Prerequisites

Admission to the nursing program.

NURS 117 RELATIONAL PRACTICE I: SELF AND OTHERS

The premise underlying this course is that nursing is an experience lived between people. Participants explore the multiple factors that influence their own capacity to be in caring relation to others. They learn to question personal perspectives of experience; to uncover attitudes, beliefs and values; and to share and acknowledge differences. Emphasis is placed on a phenomenological attitude to view the structure and experiences that make up their own and other people's lives.

Prerequisites

Admission to the nursing program.

NURS 119 NURSING PRACTICE I: INTRO TO NURSING PRACTICE

This course provides an introduction to nursing practices with opportunities to engage with healthy families in the community and with nurses in practice to explore the breadth of nursing practice. Participants integrate their learning from other semester one courses with their beginning understanding of nursing practice.

Prerequisites

Admission to the nursing program.

BIOL 165 HUMAN ANATOMY AND PHYSIOLOGY II

A continuation of Biology 164, this course covers the cardiovascular, respiratory, lymphatic, urinary and digestive systems. Endocrinology is discussed throughout as a means of integrating the various systems to the function of the body as a whole. The focus remains on application of knowledge gained in this course.

Prerequisites

BIOL 164 with a "C" or better or written permission of the Instructor and School Chair.

NURS 122 PROFESSIONAL PRACTICE II: INTRO TO DISCIPLINE OF NURSING

This course is an introduction to the discipline of nursing. Participants explore the historical development of nursing knowledge and theory as well as contemporary understandings of nursing as a discipline and the body of knowledge that defines it. Relationships between practice, theory, and research are explored.

Prerequisites

Admission to the nursing program.

NURS 126 HEALTH AND HEALING II: HEALTH INDICATORS

Building on Health and Healing I, this course focuses on individual, family, and community health assessment. Participants have opportunities to explore and critique theoretical and conceptual frameworks in relation to health assessment including early childhood development, family development, healthy aging, and community development. Assessment is explored within the context of decision-making. Opportunities to learn basic health assessment skills are continued.

Prerequisites

Admission to the nursing program.

NURS 129 NURSING PRACTICE II: COMING TO KNOW THE CLIENT

The nursing practice experience provides opportunities to develop caring relationships with groups, families and individuals across the lifespan. Emphasis is placed on health assessment and coming to know how clients understand and promote their health, and the role of the nurse in partnering with the client. Participants work with groups, families, and individuals in the home and community, in agencies, and in care facilities to incorporate concepts and learning from all courses in the semester.

Prerequisites

Admission to the nursing program.

NURS 130 CONSOLIDATED NURSING EXPERIENCE I

This practice experience is designed to assist participants to move forward with the health focus of year one towards the focus of health challenges in year two. This course consists of time in the nursing learning center to practice skills that are foundational to providing personal care and time in a practice setting where students have the opportunity to provide personal care while furthering the development of their assessment skills and their understanding of health and health promotion.

Prerequisites

Admission to the nursing program.

NURS 999 NON-NURSING ELECTIVE

This course is available via Distance Education.

AHSC 218 HEALTH SCIENCES III

The major emphasis of this introductory course is to gain a foundational knowledge of concepts related to human pathophysiology. This course will examine the presentation and pathogenesis of health challenges across the life span including pharmacology, microbiology, diagnostics, epidemiology, genetics, and nutrition. Topics will be closely coordinated with practice, nursing learning centre and the health courses.

Prerequisites

Admission to Year 2 of the Nursing Program.

NURS 216 HEALTH & HEALING III: HEALTH CHALLENGES/HEALING INITIATIVES

Building on the learners' understanding of health, the focus of this course is on people's experience with healing for both chronic and episodic health challenges. Participants integrate theory and concepts of health as they relate to healing. This course is complementary to Health Sciences III and provides opportunities for learners to integrate pathophysiology with their understanding of health and healing and the nursing approaches that accompany this understanding.

Prerequisites

Promotion to Study Semester 3.

NURS 217 RELATIONAL PRACTICE II: CREATING HEALTH - PROMOTING RELATIONSHIPS

Building on Relational Practice I, in this course participants move beyond personal discovery to a focus on relational caring. The major emphasis of the course is relational practice with individuals, families, and groups from diverse backgrounds of age, culture, and experience. This is an experiential course designed to deepen the participants' understanding of caring and how the connection between caring and relationship provides the context for health and healing. Participants explore theories and processes of caring, relational identity development of self as nurse, and relational practice as enacted across a range of settings and contexts.

Prerequisites

Promotion to Study Semester 3: Relational Practice I

Corequisites:

This course is available via Distance Education.

NURS 219 PROMOTING HEALTH AND HEALING

This nursing practice experience provides opportunities to develop caring relationships with individuals and families for the purpose of health promotion while coming to understand their unique health and healing processes. Participants will have opportunities to practice nursing approaches that accompany this understanding. Participants work with families and individuals experiencing common health challenges (both episodic and chronic) in the home and community, in agencies, and in care facilities to incorporate concepts and learning from all the courses in this semester into their nursing practice. The community and society are considered as contextual influences on the promotion of health and healing for the individual and the family.

Prerequisites

Promotion to Study Semester 3.

Travel requirement.**AHSC 228 HEALTH SCIENCES IV**

The major emphasis of this course builds on concepts related to human pathophysiology. This course will examine the pathogenesis of health challenges across the life span including pharmacology, microbiology, diagnostics, epidemiology, genetics, immunology and nutrition. Topics will be closely coordinated with practice, nursing learning centre and the health courses.

Prerequisites

AHSC 218-3.

NURS 222 PROFESSIONAL PRACTICE III: NURSING ETHICS

Building on previous Relational Practice and Professional Practice courses, this course focuses on the growing body of knowledge related to nursing ethics. Beginning with an understanding of bio-medical ethics that have dominated nursing ethics in the past and moving to an understanding of developing ethical theory related to nursing and nursing issues, participants will have opportunities to explore nursing ethics in the context of their nursing practice.

Note: This course is co-taught by Nursing and University Transfer (Philosophy).

Prerequisites

Promotion to Study Semester 4.

NURS 226 HEALTH & HEALING IV: HEALTH CHALLENGES/HEALING INITIATIVES

Participants in this course continue to develop an understanding of people's experiences with healing related to a variety of increasingly complex chronic and episodic health challenges within a variety of practice contexts. This course

is complementary to Health Sciences IV and provides opportunities for learners to integrate pathophysiology with their understanding of health and healing and the nursing approaches that accompany this understanding.

Prerequisites

Promotion to Study Semester 4.

NURS 229 PROMOTING HEALTH AND HEALING

This nursing practice experience continues to provide opportunities for learners to develop caring relationships with individuals and families for the purpose of health promotion while coming to understand their health and healing processes when experiencing more complex health challenges, both episodic and chronic. Participants will have opportunities to practice nursing approaches that accompany this understanding. Participants work with families and individuals in the home and community, in agencies, and in care facilities to incorporate concepts and learning from all the courses in this semester into their nursing practice. The community and society are considered as contextual influences on the promotion of health for the individual and the family.

Prerequisites

Promotion to Study Semester 4.

Travel requirement.**NURS 230 CONSOLIDATED PRACTICE EXPERIENCE II (SPRING, 6 WEEKS)**

In this consolidated practice experience, opportunities are provided to develop caring relationships for the purpose of healing and health promotion with individuals and families experiencing increasingly complex chronic and episodic health challenges. The community and society are considered as contextual influences on the promotion of health for the individual and the family. Participants have opportunities to consolidate learning from the first and second year of the program in a variety of settings.

Prerequisites

Promotion to Study CPE.

Travel requirement.**NURS 316 HEALTH & HEALING V: COMPLEX HEALTH CHALLENGES/HEALING INITIATIVES**

This course builds on Health and Healing I and II and Health Sciences III and IV and provides opportunities for participants to build on their nursing knowledge and understanding of health and healing in relation to complex episodic and chronic health challenges. This advanced course will focus on current topics and emerging knowledge related to a variety of health care contexts.

Prerequisites

Promotion to Study Semester 5.

NURS 317 RELATIONAL PRACTICE III: CONNECTING ACROSS DIFFERENCE

Building on the concepts introduced in Relational Practice I and II and other previous courses, Relational Practice III provides a synthesis of knowledge that is the basis of critical analysis. This course focuses on enhancing participants' everyday relational practice with individuals, families, and groups. The emphasis is on engaging with the complexities of difference in everyday nursing practice and the challenges these complexities might pose for being in-relation with clients.

Prerequisites

Promotion to Study Semester 5.

NURS 319 NURSING PRACTICE V

This nursing practice experience continues to provide opportunities for learners to develop caring relationships with individuals and families while coming to understand their health and healing processes. Participants will have opportunities to practice nursing approaches that accompany this understanding. Participants work with families and individuals in the home and community, in agencies, and in care facilities to incorporate concepts and learning from all the courses in this semester into their nursing practice.

Prerequisites

Promotion to Study Semester 5.

Travel requirement.**NURS 999 NON-NURSING ELECTIVE**

This course is available via Distance Education.

NURS 300 HEALTH AND HEALING VI: GLOBAL HEALTH ISSUES

Participants in this course continue to develop an understanding of people's experience with health and healing related to a variety of increasingly complex chronic and episodic global health challenges and issues. Emphasis is placed on the role of the nurse as care provider, community organizer/facilitator, educator and advocate within the context of the global society and the changing health care environment. Participants examine a variety of emerging health issues and trends using these as a context for further developing their personal understanding of nursing practice that supports meaningful interactions with individuals, families, groups, communities and society.

NURS 341 PROFESSIONAL GROWTH IV: NURSING INQUIRY

(University of Victoria at Selkirk College). In this course, various modes of nursing inquiry are addressed. Relationships between practice, theory, and research are explored. Past and present contributions to nursing knowledge are discussed.

NURS 350 HEALTH AND HEALING VII: PROMOTING COMMUNITY AND SOCIETAL HEALTH

This course focuses on the role of the nurse in the promotion of community and societal health. It is intended to be a companion course with Health and Healing VI. Participants will continue to develop their competencies in relational practice with a focus on community and society as client. The political role of the nurse is explored as the emphasis is placed upon working with communities from a social justice and equity perspective. Community development and capacity building, as a pattern of community health promotion practice, is explored. In addition students will further develop their understanding of teaching and learning focusing on transformative and emancipatory approaches.

Prerequisites

Promotion to Study Semester 5.

Travel requirement.

NURS 351 NURSING PRACTICE VI

(University of Victoria at Selkirk College). This nursing practice experience provides opportunities to develop caring relationships with families, groups, and communities and/or populations with emphasis on health promotion and community empowerment. Participants have opportunities to work with a community on an identified health issue.

Prerequisites

Nursing Practice IV. Travel requirement.

NURS 370 CONSOLIDATED PRACTICE EXPERIENCE III (SPRING, 6 WEEKS)

(University of Victoria at Selkirk College). This consolidated practice experience is designed to provide opportunities for participants to integrate learning from previous terms, and to advance their professional nursing practice. Participants have opportunities to consolidate learning and advance their decision making in a variety of settings. Nursing practice experiences consist of an eight week preceptorship. Attendance at course workshops is required.

Prerequisites

Successful completion of Study Term 6. Travel requirement. Relocation may be required.

NURS 999 NON-NURSING ELECTIVE

This course is available via Distance Education.

NURS 470 CONSOLIDATED PRACTICE EXPERIENCE IV

(University of Victoria at Selkirk College). This consolidated practice experience is designed to provide opportunities for participants to integrate learning from previous semesters, and to advance their professional nursing practice. Participants have opportunities to consolidate learning and advance their decision-making in a variety of settings. Nursing practice experiences consist of a six week preceptorship. Attendance at course workshops is required.

Prerequisites

Nursing 370. Successful completion of Study Term 6. Travel requirement. Relocation may be necessary.

NURS 360 PROFESSIONAL GROWTH IV: RESEARCH

(The University of Victoria at Selkirk College). The intent of this course is to enhance participants' abilities to comprehend, critique, and utilize nursing research. Participants critically reflect on various research methodologies. Participants experience ways to critically examine their practice in relation to nursing research and to pose researchable questions to inform evidence-based practice.

Prerequisites

Successful completion of Study Term 6.

NURS 430 PROFESSIONAL GROWTH V: NURSES INFLUENCING CHANGE

(University of Victoria at Selkirk College). This course explores the ways nurses can influence and create change for the promotion of societal health. Emphasis is placed on selected strategies for enhancing nursing influence on the evolving Canadian health care system.

Prerequisites

Nursing 350 and 351.

NURS 431 NURSING PRACTICE VII

(University of Victoria at Selkirk College). This nursing practice experience provides opportunities for participants to engage in influencing change for the promotion of societal health within the Canadian health care system. The nursing practice experience focuses on participant's growth in their practice as professional nurses. They have opportunities to collaborate with interdisciplinary and multi-sectoral groups.

NURS 475 CONSOLIDATED PRACTICE EXPERIENCE V (6 WEEKS)

(University of Victoria at Selkirk College). This final consolidated practice experience is designed to provide opportunities for participants to integrate learning from previous semesters, and to advance their professional nursing practice. In a variety of settings, participants have opportunities to consolidate learning, and advance their clinical decision making. Nursing practice experiences consist of a six week preceptorship. Attendance at course workshops is required.

Prerequisites

Nursing 370 and 470. Successful completion of Study Term 7. Travel requirement. Relocation may be necessary.

NURS 491 NURSING PRACTICE VIII (6 WEEKS)

This nursing practice experience provides opportunities for participants to consolidate their learning and explore the transition to professional nursing as a BSN graduate. Participants also explore transitions in the health care system and the workplace that affect nurses. Participants develop their practice and enhance their knowledge within a specific area, for example, a particular setting of practice, a certain client population, or a specific health challenge.

Prerequisites

Nursing 370, 470, and 475. Travel Requirement. Relocation may be necessary.

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Program Calendar

2009

- September 8 – Student orientation
- September 9 – Fall term instruction begins
- November 20 - Fall term instructions ends
- November 23 to December 18 - Practicum

2010

- January 4 – Winter term instruction begins
- February 16 - 20 - Reading break
- March 12th - Winter term instruction ends
- March 15 - April 16 - Practicum
- April 19 - May 21 - Preceptorship Program Objectives

The focus of this program is to prepare experienced HS/RCA's to work as Licensed Practical Nurses. As an LPN, you will be a part of a dynamic health care team that works within a variety of health care settings with individuals across the life span who require support with health promotion, illness prevention and acute care interventions.

The APN program is offered over 2 semesters and includes 11 theory courses, a practicum placement within each semester that focuses on the particular client population and a 5 week preceptorship at the end of the program that consolidates learning and prepares the learner for the roles and expectations of the graduate. Successful completion of the learning activities, clinical placements and final exams of program courses are required. Graduates of the program are eligible to write the Canadian Practical Nursing Registration Exams (CPNRE) and to apply for licensure as a Licensed Practical Nurse in British Columbia.

Career Potential

The APN program will prepare graduates with the ability to provide care in partnership with other health care professionals to selected clients chosen on the basis of acuity and complexity. The graduate's acquired skill levels are vast, ranging in detail and involvement. The LPN role is a sought after profession with possible work environments that included hospitals, residential facilities and community-based organizations.

Course of Studies

Translation Key:

Ttl = Total course hours per term

Courses marked as (D) may also be available via Distance Education.

Course	Name	Ttl
TERM 1		
AMT 215	Human Anatomy and Physiology	60
APN 200	Professional Growth (Foundations)	30
APN 205	Health A	30
APN 210	Health A	60
APN 220	Human Relations	30
APN 225	Nursing Arts A	45
APN 230	Pharmacology	30
APN 250	Practicum	120
	Total:	405
TERM 2		
APN 260	Health III	30
APN 265	Healing III	60
APN 270	Professional Growth II	15
APN 275	Nursing Arts III/Clinical	145
APN 280	Practicum	125
APN 290	Preceptorship	150
	Total:	525

Admission Requirements

- Grade 12 graduation GED (all applicants MUST have either Grade 12 graduation or the GED)
- Biology 12 (Human Biology) with a grade of C or equivalent within the last 5 years
- English 12 with a 'B' or equivalent. Equivalency can be obtained by completing the VCC reading and writing assessment exam
- VCC math assessment exam
- Acceptable RCA or HS/RCA Certificate (certificates issued prior to 1993, including a Caring for Dementia course)
- Minimum 600 hours as Resident Care Attendant in a facility working with a group of patients at the same time (confirmed by employer's letter) within the past two years
- Current Immunization
- Criminal record check: Each applicant is responsible for any costs incurred. Applicants who have drug-related charges should consult with the Registrar's Office prior to applying to the program. The CRS must be received by the Registrar's Office prior to the first day of class.

All requests for transfer credits or course exemptions for all courses in the program must be submitted with application to the program.

All of the above admissions requirements must be attached to your application. Upon Acceptance

Course Descriptions

AMT 215 HUMAN ANATOMY AND PHYSIOLOGY

This course gives an overview of the structure and function of the ten body systems. It also discusses various health promotion strategies that work toward the optimal function of these systems.

APN 200 PROFESSIONAL GROWTH (FOUNDATIONS)

This course sets the scene for the changing role from Resident Care Attendant to Practical Nurse. The learner is introduced to the evolution of Practical Nursing as a profession and its position

within the health care system. The attitudinal, philosophical, ethical and legal bases for practice are explained and explored through the matrices of student as life-long learner, practitioner changing role, and member of the health care team providing a service to the public. Learning self-direction is a major focus and many supportive approaches are used to enable the learner to move from high teacher structure to high student structure in interactions.

APN 205 HEALTH A

This course explores the concept of health as a process on which our daily choices have a significant effect. The integration of body, mind, and spirit are examined to develop an appreciation for the idea that everything we do, think, feel and believe has an impact on our state of health. Health promotion is examined throughout the life span. The learner has the opportunity to examine: health promotion as an approach to improving health, physical growth, psychosocial, cognitive, and moral development (fetal stage to middle adulthood).

APN 210 HEALING A

This course focuses on the experience of healing by people of all ages with chronic challenges and/or disability. Students integrate theory and concepts of normal anatomy and physiology and health as they relate to healing. A variety of activities are offered to allow students to examine the Practical Nurse's role in promoting health and healing with others.

APN 220 HUMAN RELATIONS

This is an experiential course designed to enhance the participant's interpersonal communication. The major themes of the course are: interpersonal style and how it affects others; caring within the context of human relationships; acquisition of strategies to adapt communication with individuals of all ages who are physically and/or mentally disabled; skills needed to work with co-workers in providing care to the elderly; and skills needed for dealing with conflict and aggression.

APN 225 NURSING ARTS A

This course emphasizes the expansion of practical nursing skills in the promotion of health and healing when caring for clients in community, home, and continuing care settings. It is intended to augment the holistic view of care by providing the skills necessary for competent care of mentally and/or physically disabled clients and the elderly. The focus is on what is believed to be the foundation of care in any practice setting, the accurate and comprehensive assessment of clients as unique individuals. The laboratory component as well as selected clinical experience (in actual care settings) permits integration of theory to practice.

APN 230 PHARMACOLOGY

This course introduces students to basic pharmacology and the safe use of drugs with individuals with disabilities of all ages who are in stable condition in community care, home care and continuing care settings. The learning activities are designed to guide students through the theory necessary to gain a fundamental grasp of basic pharmacology. Students learn the principles of pharmacology, the safe administration of medications including drug calculations, the principles of drug administration, and drug distribution systems, as well as the effects of commonly used drugs on the body systems. The course also includes the legal and ethical responsibilities of drug administration.

APN 250 PRACTICUM

This practicum is intended to provide the learner with a supervised experience to practise in an expanded role as a practical nursing student, to increase clinical knowledge, and foster greater insight and awareness when caring for the elderly in intermediate and extended care settings.

APN 260 HEALTH III

This course focuses on the promotion of health for individuals across the life span in acute care. Health promotion programs are examined. The role of the practical nurse in supporting and assisting clients in acquiring information is explored to include the maternal and child client group. The responsibilities of accurate reporting and documenting are discussed. The nurse also needs to understand the collaboration between various health sectors to ease transition when clients enter or leave acute care. Opportunities for client teaching and learning are stressed.

APN 265 HEALING III

This course emphasizes the promotion of healing of individuals across the life span in acute care and chronic diseases. The practical nurse must understand the pathophysiology, clinical manifestations and the appropriate nursing interventions to plan and deliver care for clients.

APN 270 PROFESSIONAL GROWTH II

This course is intended to prepare the learner for the role of a licensed practical nurse. It further explores his/her role as an advocate and partner. Issues such as Standards of Practice and professional and union affiliations in practical nursing are discussed. Being a more effective team member, change theory and lifelong learning are explored.

APN 275 NURSING ARTS III/CLINICAL

This course emphasizes the development of practical nursing skills in the promotion of health and healing when caring for individuals who require acute nursing interventions. Building on the theory and practice from semesters 1 and 2, a nursing process approach to the management of care is reinforced while integrating new knowledge and technical skills relevant in an acute setting. The focus is performing accurate, comprehensive nursing assessments and using the nursing process to determine care for clients requiring acute care across the life span. Opportunities for client teaching and learning are stressed. The laboratory setting as well as the hospital setting provides the opportunity for integration of theory to practice.

APN 280 PRACTICUM

This five-week practicum provides the learner with experiences which enhance his/her ability to integrate and build on theory and practice in caring for individuals across the life span, who require acute nursing interventions. The selection of learning experiences should be based on client acuity and complexity. The distinct role of the practical nurse as a partner, collaborator and advocate with the health care team and the client's needs is emphasized.

APN 290 PRECEPTORSHIP

The intent of the preceptorship is to provide transition for the learner from student to graduate. During this time, the learner works closely with a preceptor who guides the learner as a facilitator, teacher, and as a mentor to help the learner gain further insights, awareness and knowledge through the realities of the work setting. Program instructors collaborate with the preceptor and learner to facilitate the preceptorship.

Contacts

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Program Calendar

2009

- August 24 - Fall term instruction begins.

2010

- Jan. 8 - Fall term instruction ends.
- Jan. 11 - Winter term instruction begins.
- April 9 - Winter term instruction ends.
- April 12 - Lab instruction begins.
- May 28 - Lab instruction ends.
- May 30 - Practicums begin.
- July 31 - Practicums end.

Program Summary

The **Pharmacy Technician program** at Selkirk College provides students community and hospital training that prepares them to be ready for parity pharmacy technician jobs. Our fully accredited program is a blend of **online pharmacy technician courses** for the first eight months and face to face lab classes. The last seven weeks of Term 2 lab classes are completed on the Selkirk College Campus in Castlegar, British Columbia. The program will commence August each year with an intake of twenty full-time students. Program courses are supported by texts with web links to additional reading and resources. Lab component skills consist of pharmacy computer software systems, sterile product preparation, prescription dispensing and compounding skills. Practicums are four weeks each in a hospital and community setting. Practicums are completed by July 31st.

Course of Studies

Translation Key:

Ttl = Total course hours per term

Courses marked as (D) may also be available via Distance Education.

Course	Name	Ttl
	Term 1	
PTEC 100 (D)	Pharmacy Seminar	60
PTEC 104 (D)	Pharmacy Billing, Regulations and Protocols	90
PTEC 105 (D)	Pharmacy Calculations	150
PTEC 107 (D)	Pharmacology I	120
PTEC 109 (D)	Pharmacy Practice I	120
	Total:	540

Course	Name	Ttl
	Term 2	
PTEC 106 (D)	Merchandising Concepts	90
PTEC 108 (D)	Pharmacology II	150
PTEC 110 (D)	Pharmacy Practice II	90
PTEC 113 (D)	Introduction to Aseptic Technique	30
PTEC 114	Sterile Products Lab	60
PTEC 115	Prescription Dispensing Lab	60
PTEC 116	Compounding Lab	60
PTEC 119	Computer Skills for Prescription Processing	60
	Total:	600

Course	Name	Ttl
	Term 3	
PTEC 120 (D)	Hospital Pharmacy Preceptorship	140
PTEC 129 (D)	Practicum	140
	Total:	280

Program Objectives

The Pharmacy Technician program prepares a person to function, under the supervision of a pharmacist to work in either a community or hospital setting performing technical production-oriented tasks. Program goals are based on learning outcomes developed by the Canadian Pharmacy Technician Educators Association (CPTEA), and the Canadian Association of Pharmacy Technicians (CAPT).

Career Potential

JOB DESCRIPTION

Pharmacy Technicians work under the supervision of a licensed Pharmacist providing skills that do not require the professional judgment of the pharmacist. Under the direction of a pharmacist,

the pharmacy technician performs pharmacy-related functions, in compliance with policies and procedures that provide optimal pharmaceutical care.

Pharmacy technicians assist in a variety of technical tasks. Qualifications desired are:

- strong organization skills
- understanding of third party benefit plans
- respect and confidentiality of patient information
- computer literacy/proficiency in pharmacy software programs

Duties include:

- compounding pharmaceuticals
- sterile product preparation (hospital)
- preparing medication for dispensing
- third party billing

- purchasing, merchandising, inventory control and records maintenance

CAREER OPPORTUNITIES

As a member of the healthcare team, qualified graduates find employment in hospitals, clinics and retail pharmacies. New and expanding opportunities are becoming available for careers with insurance companies, pharmacy software vendors, pharmaceutical manufacturing and clinical research. As healthcare organizations restructure to decrease healthcare costs, it is anticipated that a well-trained Pharmacy Technician will have increased opportunities for employment. When considering the Pharmacy Technician Program, you may wish to do some research regarding traditional and non-traditional career opportunities. This could involve **visiting your local hospital and retail pharmacies** to talk to pharmacists and pharmacy technicians about the requirements and expectations this career choice can have for you.

Admission Requirements

- Academic BC high school graduation or its equivalent plus the following courses with a C grade or better: Biology 12, Chemistry 11, English 12, Principles of Math 11 or Applications of Math 12, or their equivalents.
- Typing at a speed of 35 words per minute.
- Current basic computer skills: Windows, word processing and Internet abilities.
- All students are required to complete the Computer Placement Test for assessment of their English and Math skills prior to entry into the program.
- General Criminal Record Check: Applicants must submit an official police criminal record search as part of the application process. The criminal record search will be available, on request, to any hospital, clinic, or community pharmacy receiving students for Preceptorship. Certain criminal records may be unacceptable to some placement agencies and facilities. The School of Health and Human Services will not be responsible for seeking alternative placements for students who are denied access to a Preceptorship because of a criminal record. Students are advised that certain criminal records may prevent completion of a Preceptorship and thus completion of the program graduation requirements.
- Immunization: Students entering the Pharmacy Technician Program must meet requirements for immunization established for health care workers by the Ministry of Health prior to entry into any practicum setting.
- Personal Reference: All applicants must submit two personal references as indicated in the application package as part of the formal admission process.
- Personal Health Record: A personal health history document must be submitted prior to acceptance into the program.
- Personal Information: All applicants must complete a brief personal history and short essay as to why they wish to become a Pharmacy Technician as part of the admission process.
- Mature Students A “mature student” is at least 19 years of age and has been out of the school system for at least one year on or before the first day of classes of the program.
- A mature student, with reasonable potential for success on the basis of work experience or other criteria may be admitted, notwithstanding some deficiency in prior formal education.
- A mature student shall normally meet the

specific program or course prerequisites.

- Mature students should apply at least one year in advance of the anticipated start date, as academic upgrading may be necessary.

Additional Note:

Program requires WHIMIS 1; Basic level CPR (C) and Basic First Aid to be completed before entering Practicums. Registration for these can be obtained by contacting your local college campus.

Applicants Seeking Specific Upgrading

- Individuals seeking a specific skill set through courses that are a part of the Pharmacy Technician Program will be considered on a case by case basis.
- In such cases the admissions protocols may be waived by the instructor in consultation with the School Chair.

Advanced Credit

- To transfer credit from another institution, application must be made to and approval obtained from the Registrar.
- Course equivalency will be determined by the Registrar in accordance with Selkirk College Policy B3002.1 (Admissions & Standards), part 1, section 4.0. Course equivalency will be based upon assessment by the department concerned.
- A student who applies for advanced standing from another Pharmacy Technician Program will be considered on an individual basis.
- Application for advanced credit is to be made prior to entry into the Pharmacy Technician Program.

Additional Comments:

- English 12 Literature is not accepted for English 12 prerequisite.
- Pre-entry into program upgrading requirements for Math, Chemistry, Biology, Typing, Computer skills can be obtained online or in face to face classes. Contact admissions for the campus or online offering that is convenient for you. Allow six months to one year to complete upgrade courses depending on your circumstances and course available.

Exceptions:

- Working pharmacy technicians or other health profession diploma holders, may enter the program on a reduced PTEC program course load while completing prerequisites.
- Students applying to enter the pharmacy technician program with diplomas or degrees in other health professions will need to consult with the Program coordinator for an evaluation of similar courses taken in science or other college or university programs.

- Students that have taken pharmacy technician programs or medical terminology from other schools or institutions will need to provide transcripts and course outlines for the registrar & program coordinator to evaluate placement on entry to the Selkirk College Pharmacy Technician program.

Courses Descriptions

PTEC 100 PHARMACY SEMINAR

Pharmacy Seminar provides a communications platform for students to become familiar with the role of a pharmacy technician. During the first week the learner is introduced to the Pharmacy Technician Handbook and fall term course work, followed by an orientation in using message boards and chat groups. Thereafter weekly check in chat sessions provide a forum to present topics related to the work of the pharmacy technician and pharmacist in a pharmacy setting.

Prerequisites

Acceptance into the Pharmacy Technician Program.

This course is available via Distance Education.

PTEC 104 PHARMACY BILLING, REGULATIONS AND PROTOCOLS

In this course the provincial and federal laws governing the dispensing of pharmaceuticals and the roles and functions of the pharmacist will be reviewed as will the context of practice for both the pharmacist and the pharmacy technician. Also included will be exposure to the professional ethics of both the pharmacist and pharmacy technician and an overview of the functions of the College of Pharmacists in regulation of their practice. Third party billing plans will be discussed from the perspective of determining claim processes used by each agency.

Prerequisites

Acceptance into the Pharmacy Technician Program.

This course is available via Distance Education.

PTEC 105 PHARMACY CALCULATIONS

Beginning with number systems, decimals, and fractions, the fundamentals of pharmaceutical math concepts are used to perform calculations. Emphasis is on the metric system, in keeping with health care standards in Canada. Also included are

ratios and proportions, dilutions and concentrations, percentage strengths, milliequivalents, and conversions among systems such as Apothecary, Avoirdupois and household measurements.

Prerequisites

Acceptance into the Pharmacy Technician Program.

Corequisites:

Pharmacy Seminar 100.
This course is available via Distance Education.

PTEC 107 PHARMACOLOGY I

This is part one of a two-part course, which provides an introduction to general principles of pharmacology. It includes an overview of body systems that will enhance the understanding of drug actions. An emphasis is placed on learning brand and generic drug names used in common medical conditions. Common drug interactions and side effects are included.

Prerequisites

Acceptance into the Pharmacy Technician Program.
This course is available via Distance Education.

PTEC 109 PHARMACY PRACTICE I

This course begins with an overview of the history of the pharmacy across time to bring context to the role of the pharmacist and pharmacy technician in the modern day pharmacy. It then focuses upon the language used in the pharmacy, including Latin abbreviations and terms and the appropriate use of medical terminology. Drug forms, dosages, routes and timing of drug administration, and interactions of drugs are thoroughly explained.

Prerequisites

Acceptance into the Pharmacy Technician Program.
This course is available via Distance Education.

PTEC 106 MERCHANDISING CONCEPTS

This course is an introduction to retailing in the Canadian environment. The course will include: consumer behaviour, retail marketing factors, retail location, retail image, store design and layout, retail product assortment, retail pricing and promotion, customer service and loyalty, handling customer complaints. Inventory management techniques such as inventory levels and pricing; an overview of electronic commerce and financial evaluation strategies are integrated within the course material. PTEC 106 Merchandising Concepts supplements the retail portion of Pharmacy Practice II.

Prerequisites

Acceptance into the Pharmacy Technician Program.
This course is available via Distance Education.

PTEC 108 PHARMACOLOGY II

This is part two of a two-part course, which is a continuation of pharmacology general principles. It includes an overview of body systems that enhances the understanding of drug actions. Emphasis is placed on learning brand and generic drug names used in common medical conditions. Common drug interactions and side effects are included.

Prerequisites

Acceptance into the Pharmacy Technician Program.
This course is available via Distance Education.

PTEC 110 PHARMACY PRACTICE II

Pharmacy Practice II is an introductory course that uses a body systems approach to study over-the-counter-drugs and herbal products. Learners are also introduced to the home health care market where knowledge of specialty products and medical devices is an asset to working in a community pharmacy.

Prerequisites

Acceptance into the Pharmacy Technician Program.
This course is available via Distance Education.

PTEC 113 INTRODUCTION TO ASEPTIC TECHNIQUE

This introductory course presents the theory portion of sterile product preparation. Topics include aseptic principles, the aseptic environment, parenteral solutions, cytotoxic agents, documentation and quality assurance as recommended by the Canadian Society of Hospital Pharmacists.

Prerequisites

Successful completion of PTEC 104; PTEC 105; PTEC 109
This course is available via Distance Education.

PTEC 114 STERILE PRODUCTS LAB

The focus of this lab course is the application of theory and practical hands-on skills performed by pharmacy technicians in sterile product preparation. Performance skills are evaluated in product preparation in vertical and horizontal air flow hoods, equipment maintenance, handling hazardous products and quality assurance documentation.

Prerequisites

Successful completion of PTEC 104; PTEC 105; PTEC 109; PTEC 113.

PTEC 115 PRESCRIPTION DISPENSING LAB

This is a laboratory based course. In a simulated community pharmacy setting, computer and dispensing technical skills are practiced. Learners maintain patient profiles, prescription and narcotic files.

Prerequisites

PTEC 105 with a B+ or better, and successful completion of PTEC 100, 104, 106, 107, 108, 109, and 110.

Corequisites:

PTEC 119.

PTEC 116 COMPOUNDING LAB

This course reviews all aspects of the compounding process from equipment use and maintenance to the correct formulae preparation of mixtures such as creams, ointments, solutions and suspensions. Lab sessions include preparing compounds, labelling and presentation of products. Emphasis is placed on accuracy and the preparation of a safe pharmaceutically elegant product.

Prerequisites

PTEC 105 with a B or better, and successful completion of PTEC 100, 104, 106, 107, 108, 109, and 110.

Corequisites:

PTEC 115, 119.

PTEC 119 COMPUTER SKILLS FOR PRESCRIPTION PROCESSING

This course is a hands on introduction to a patient management pharmacy software system. Software functions include: updating and creating patient, drug, doctor, mixture profiles; new prescriptions, refills, part fills; prescription transfers to other pharmacies and third party billing procedures.

Prerequisites

PTEC 105 with a B or better, and successful completion of PTEC 100, 104, 106, 107, 108, 109, and 110.

PTEC 120 HOSPITAL PHARMACY PRECEPTORSHIP

Available only on the recommendation of the program coordinator; The work experience preceptorship is offered to previous pharmacy technician community certificate holders who have had credentials and education assessed and have completed the required Selkirk Pharmacy Technician courses. Preceptorship transitions a student to pharmacy technician with the necessary manual skills, technical knowledge and clinical experience required on the job. Under supervision of a hospital pharmacist, students are oriented to hospital policies and procedures and other duties

PHARMACY TECHNICIAN

expected of a hospital pharmacy technician. This can include practical experience in admixture preparation, compounding, inventory control, drug distribution, packaging and computer-entry tasks.

Prerequisites

Successful completion of all pharmacy technician theory and lab courses.

This course is available via Distance Education.

PTEC 129 PRACTICUM

The Practicum is 140 - 160 hours in each a community and hospital pharmacy, comprising of work experience under the supervision of a preceptor pharmacist. The Practicum experience is aimed at facilitating the transition from student to the role of a pharmacy technician. Students will receive orientation to relevant policies and procedures with each pharmacy. Practicum experience will vary depending upon the pharmacy. Community experience may include front store merchandise maintenance, customer service and other related duties. Dispensary duties may include: data entry of patient, drug, doctor profiles, third party billing, filling prescriptions and preparing compounds. Hospital experience may include admixture preparation, compounding, inventory control, drug distribution, packaging and computer entry tasks.

Prerequisites

Successful completion of all Pharmacy Technician theory and lab courses.

This course is available via Distance Education.

Contacts

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At Selkirk College, our skilled instructors will provide you with the academic, theoretical, philosophical and practical education you need to make a contribution to your community.

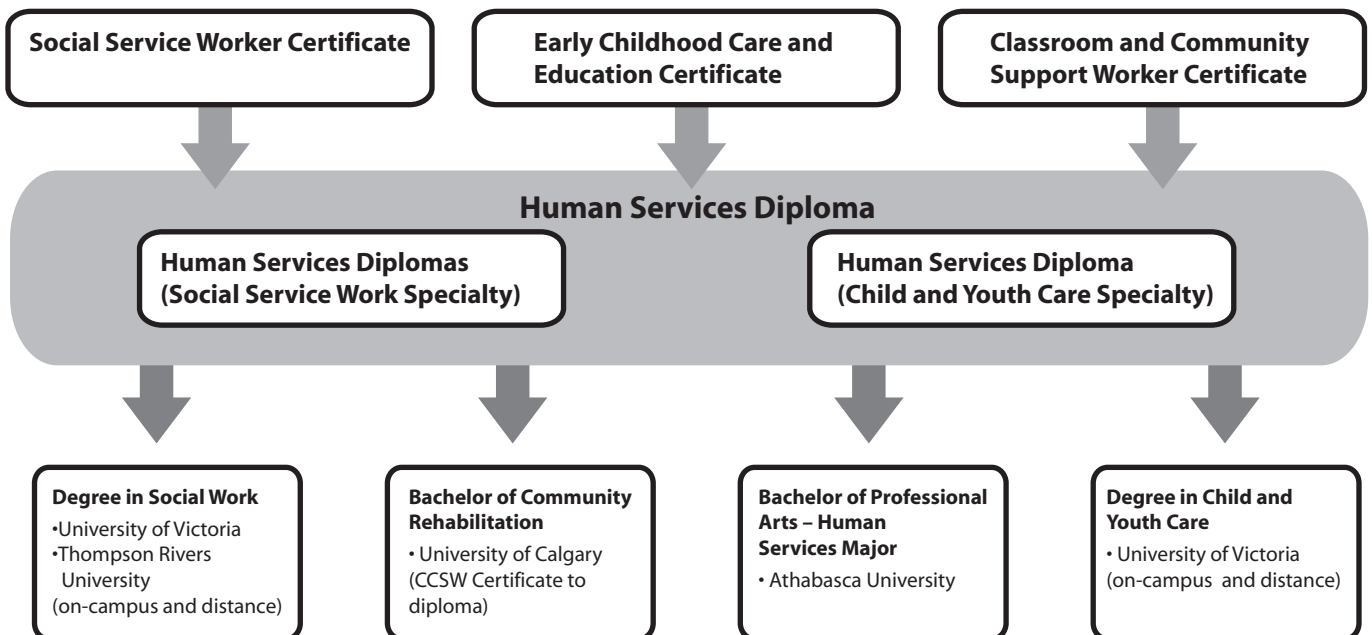
The overall goal of the Human Services instructional area is to provide certificate and diploma level programs that are current, relevant and responsive to individual student needs, and that provide skills and competencies that enable students to find employment in a chosen field or to be successful in further study.

Program offerings are based on a humanistic framework in which people are encouraged and supported in working towards personal fulfillment. Quality instruction is achieved through integration of experiential value-based instruction, case study analysis, theoretical analysis, cooperative learning strategies, and practical application of skills in practice settings.

Refer to the Human Services programs policies.

HUMAN SERVICES CERTIFICATE AND DIPLOMA PROGRAMS CHART

Certificates:



CLASSROOM AND COMMUNITY SUPPORT WORKER

NINE-MONTH CERTIFICATE AT CASTLEGAR CAMPUS

Program Calendar

2009

- September 8 & 9 - Student Orientation.
- September 10 - Fall term instruction begin.
- December 11 - Fall term instruction ends.

2010

- January 4 Winter term instruction begins.
- February 15 - 19 - Reading Break.
- April 8 Winter term instruction ends.

Program Objectives

We are a nine-month full-time college and community based program providing certification as a Classroom and Community Support Worker and the first year of study toward a Diploma in Human Services. We provide education and training to prepare graduates for leadership and excellence in their profession while assuring preparedness for lifelong learning and continued post-secondary education, a commitment to personal and professional wellness and a working knowledge of the importance of community partnerships. This nine-month experience provides depth in the development of: knowledge (head), solid value base (heart) and professional and skills practice (hands)

Career Potential

The Certificate program prepares students to work with individuals across the lifespan in a variety of multi-disciplinary settings. Students become certified as educational assistants in schools or as support workers in residential, supported employment and recreational settings. Graduates of this program have a very high rate of employment following program completion. Students are prepared to continue their studies in diploma and degree programs.

Admission Requirements

Students may complete the program on a full or part-time basis. Part-time students are required to have their planned program reviewed by a program instructor who will provide advice regarding the selection of appropriate part-time

Course of Studies

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week;

Ttl = Total course hours per term

Courses marked as (D) may also be available via Distance Education.

Course	Name	Lec	Lab	Ttl
Term 1				
CCSW 155-3	Foundations of Practice	3	0	0
CCSW 156-3	Support Strategies	3	0	0
CCSW 170-2	Augmentative Communication	2	0	0
ENGL 110-3 (D)	College Composition	3	0	0
FAM 180-3	Family Dynamics	3	0	0
HSER 174-3	Interpersonal Communications	3	0	0
PSYC 100-3 (D)	Introductory Psychology I	3	1	0
	Total:	20	1	0

Course	Name	Lec	Lab	Ttl
Term 2				
CCSW 160-3	Classroom Support Strategies	3	0	0
CCSW 161-3	Person-Centered Planning	3	0	0
CCSW 165-3	Health and Wellness	3	0	0
CCSW 179-1	Application of Theory to Practice	1	0	0
CCSW 195-6	Practicum I	0	8	0
PSYC 101-3 (D)	Introductory Psychology II	3	1	0
SSW 161-3	Introduction to Social Policy	3	0	0
	Total:	16	9	0

Course	Name	Lec	Lab	Ttl
Term 3				
CCSW 196-5	Practicum II	0	40	40
	Total:	0	40	40

options.

In addition to meeting the general entrance requirements for admission to Selkirk College, an applicant must meet the following program requirements:

- English 12 or equivalent with a grade of "C" or better, or a minimum Language Proficiency Index (LPI) score of level 4.
- rsume.
- a completed Selkirk College application form.
- official transcripts of secondary and post-secondary education.
- two completed personal reference forms.
- completed health information form.
- completed criminal record check.
- complete assessment testing for reading, writing and math before registration.
- basic computer skills.

Course Descriptions

CCSW 155 FOUNDATIONS OF PRACTICE

This course introduces students to the theory and philosophical perspectives necessary for working with individuals who are challenged by a disabling condition. Values regarding service delivery are explored through a historical review of the disability movement and an examination of new initiatives and trends. This course also explores the impact of specific challenging conditions on the individual, the family and the service providers' practice. Through personal reflection and research the roots of person centred support will be explored and students will develop their own personal and professional philosophy of support work.

CCSW 156 SUPPORT STRATEGIES

This course focuses on support strategies used with individuals who have disabilities. The analysis and understanding of behaviour as a means of communication is explored. Strategies are learned and practised in context to support individuals with the development of pro-social skills, life, vocational, and academic skills. Non-violent Crisis Intervention and an awareness of issues related to healthy sexuality and the ethics of touch are explored. Emphasis is placed on the ethics of support work and effective implementation of strategies to support individuals with disabilities to be as independently as possible.

CCSW 170 AUGMENTATIVE COMMUNICATION

This course explores the alternative forms of communications for people with little or no speech. Non-speech communication programming is examined through review of normal and disordered language and the strengths and weaknesses of various augmentative communication systems. Communication systems studied include sign language and other manual systems, pictogram/ ideogram communication and electronic systems.

ENGL 110 COLLEGE COMPOSITION

Students needing a year of Introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. English 110: College Composition is designed to enable the student to produce clear, coherent and fully developed essays. The course covers academic writing styles, rhetorical modes, editing techniques and research practices.

Prerequisites

A “C” or better in ENGL 12 or equivalent or LPI level 4.

This course is available via Distance Education.

ECCE 180 FAMILY DYNAMICS

This course is designed to provide students with a variety of theoretical perspectives to understanding families. It considers the diversity of families including exploration of cultural differences, same-sex parents, single parents and blended families. The role of marriage is examined, as well as childbearing and socialization. Issues such as middle age, empty nest, aging in the family, and special concerns such as chronic illness, disability, alcoholism, violence, and poverty are introduced.

Prerequisites

ENGL 12 or equivalent.

HSER 174 INTERPERSONAL COMMUNICATIONS

Provides the student with an opportunity to examine personal goals, values and attitudes; develop and practice listening and responding skills, and become more aware of personal strengths and limitations. Designed to help gain self-understanding in order to be more effective in working with people.

PSYC 100 INTRODUCTORY PSYCHOLOGY I

An introduction to the methods, theory and practice of psychology as a science. Among others, topics will include motivation and emotion, learning and memory, biological foundations, sensation and perception. Other topics are added at the discretion of the individual instructor. Class demonstrations and activities are used to illustrate concepts. Teaching methods and resources in the course vary with the instructor.

Prerequisites

ENGL 12 or equivalent with a grade of “C” or better or written permission of the Instructor and School Chair.

This course is available via Distance Education.

CCSW 160 CLASSROOM SUPPORT STRATEGIES

This course focuses on integration of children into inclusive school situations with an emphasis on guidance approaches, teaching strategies, curriculum adaptation and the interrelationship of assessment and curriculum. Child development principle will provide the basis for program planning and implementation. The importance of cultural diversity and the role of the educational assistant will be stressed.

CCSW 161 PERSON-CENTERED PLANNING

This course focuses on the need for planning, advantages and disadvantages of planning and the key elements of the planning process. The course examines how to identify and obtain information relevant to planning, formulation of long and short-term objectives, prioritization of objectives, and translation of objectives into action. Emphasis is placed on viewing planning as a dynamic process and analysis of human interaction as part of the planning process. Models for structuring positive interaction of all planning team members are reviewed.

CCSW 165 HEALTH AND WELLNESS

This course is designed to introduce the essential concepts of health and wellness with emphasis on six dimensions of wellness including: emotional, intellectual, spiritual, occupational, social and physical. Students will examine health and wellness from two perspectives: from the perspective of the students’ lives and also the lives of others.

The course will emphasize the importance of lifestyle changes being self-directed and on understanding ways in which we can support change in others and ourselves. Topics include: stress management, diet and nutrition, ageing, intimacy and relationships, immunity, safety, lifestyle, developing relationships and quality of life.

CCSW 179 APPLICATION OF THEORY TO PRACTICE

This course provides an overview of the role of the Special Education teacher assistant and of the community support worker. Codes of ethics, standards of practice, relevant policies and their application to practice are discussed as well as the practice of working as part of a multidisciplinary team. Content focuses on integration of relevant theory from other CCSW courses into practice to enhance theoretical learning. Students will develop short- and long-term professional goals and objectives and develop a professional portfolio in preparation for employment or continuing education.

CCSW 195 PRACTICUM I

This course provides students with an opportunity to work and observe in an educational or community living setting under the direction of college instructors and on-site staff. The focus of this practicum is to provide students with an opportunity to interact with children or adults with challenging conditions, to develop objective documentation skills and to observe the techniques and procedures used by on-site staff. This is a 19-day practicum beginning with two preparation days. A weekly seminar, CCSW 179, will allow students time for integration of their work experience and peer support.

PSYC 101 INTRODUCTORY PSYCHOLOGY II

Topics include thinking and other cognitive processes, development of the individual, personality, behaviour disorders, health and social psychology. Other topics are added at the discretion of the instructor. Class demonstrations and activities are used to illustrate concepts.

Prerequisites

PSYC 100 with a grade of “C” or better or written permission of the Instructor and School Chair. This course is available via Distance Education.

SSW 161 **INTRODUCTION TO SOCIAL POLICY**

Social issues confront us every day in our dealings with people and governments. This course will examine some of the issues and how they have developed, how they are handled politically, what services exist to meet social problems we all encounter (e.g. gender issues, First Nation issues, poverty, child abuse, alcoholism, crime, families in conflict, etc.) and what might be done to improve the human condition.

Prerequisites

ENGL 110 or equivalent.

SSW 161 **INTRODUCTION TO SOCIAL WORK II**

Social issues confront us every day in our dealings with people and governments. This course will examine some of the issues, how they have developed, how they are handled politically, what services exist to meet social problems we all encounter (e.g. gender issues, First Nation issues, poverty, child abuse, alcoholism, crime, families in conflict, etc.) and what might be done to improve the human condition.

Prerequisites

ENGL 110 or equivalent with a grade of "C" or better.

CCSW 196 **PRACTICUM II**

Practicum is an opportunity for students to demonstrate their abilities in field settings. It provides students with opportunities to learn experientially and to apply concepts from the classroom.

Practicum offers students opportunities to self-evaluate and receive feedback about their knowledge, skills, abilities and attitudes in the field of Classroom and Community Support. This is a five-week block practicum requiring twenty five practicum days.

Contacts

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EARLY CHILDHOOD CARE AND EDUCATION

3 TERM CERTIFICATE (10 MONTH) PROGRAM AT CASTLEGAR CAMPUS

Program Calendar

2009

- September 8 & 9 - Student Orientation.
- September 10 - Fall term instruction begins.
- December 11 - Fall term instruction ends.

2010

- January 4 - Winter term instruction begins.
- February 15-19 - Reading break.
- April 8 - Winter term instruction ends.
- Spring term begins early April.

Students wishing to begin ECCE training and course work during a non-intake year can take PSYC 100, PSYC 240, ENGL 110, FAM 180 and HSER 174. These required courses are offered every year and all except HSER 174 are available on-line.

Program Objectives

A career in the field of Early Childhood Care and Education combines challenge with creativity and enjoyment of people. The three-semester, 10 month, ECCE program at Selkirk College provides students with the knowledge, values and skills necessary to facilitate the growth and development of children two and one-half years through school-age.

Degree and Diploma Options

This certificate serves as a prerequisite for entry into the Human Services Diploma. Completion of the Human Services Diploma provides students with sufficient credit to enter third year of a Child and Youth Care, Bachelor of Social Work Degree, or a Bachelor of Community Rehabilitation, depending on the selection of elective courses.

Career Potential

Graduates are qualified as assistant early childhood educators, and after completing an additional 500 hours of work experience are eligible to receive a license to practice as an Early Childhood Educator from the Community Care Facilities Branch, Ministry of Health (BC).

For information regarding requirements for registration as an Early Childhood Educator in British Columbia please see the Early Childhood Education Information webpage at

Course of Studies

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week

Courses marked as (D) may also be available via Distance Education.

Course	Name	Lec	Lab
Term 1			
ECCE 168	Clinical Practicum I	0	8
ECCE 178	Foundations of Professional Practice I	3	0
ECCE 188	Responsive Child-Centered Environments	3	0
HSER 174	Interpersonal Communications	3	0
PSYC 100 (D)	Introductory Psychology I	3	1
ECCE 186 (D)	Child Health and Safety	0	0
ECCE 180	Family Dynamics	3	0

Total: 15 9

Course	Name	Lec	Lab
Term 2			
ECCE 169	Clinical Practicum II	0	8
ECCE 193	Child-Centered Partnerships I	5	0
ECCE 195	Practicum I	0	0
ENGL 110 (D)	College Composition	3	0
PSYC 240 (D)	Child Development	3	0
ECCE 179	Foundations of Professional Practice II	0	0
ECCE 189	Responsive Child-Care Centered Environments II	0	0

Total: 11 8

Course	Name	Lec	Lab
Term 3			
ECCE 293 (D)	Child-Centered Partnerships II	0	0
ECCE 294	Practicum III	0	0
Total:		0	0

<http://www.hlth.gov.bc.ca/ccf/ece/index.html> The Early Childhood Education Registry can also be contacted at (250) 952-1726.

Graduates are in demand to work in childcare centres, nursery schools, preschool recreation, school-age programs, early learning and literacy programs and family centers.

Admission Requirements

Students may complete the program on a full or part-time basis. Each term will include courses available in the evening and in a distance or on-line format. In addition to meeting the general entrance requirements for admission to Selkirk College, an applicant must meet the following Early Childhood Care and Education program requirements:

- Grade 12 or its equivalent (consideration will be given to mature students).
- English 12 or equivalent with a grade of "C" or better.
- Transcripts of secondary and post-secondary education.
- Resume.
- A completed health information form
- Documentation of successful completion of 60 hours of supervised paid or volunteer work with groups of young children.
- Completed Selkirk College application form.
- Completed criminal record check.
- All applicants must complete assessment tests in reading, writing and math before registration.

- Two completed personal reference forms.
- Driver's license is recommended.

N.B. A scheduled orientation and interview session with Early Childhood Care and Education instructors will be held to discuss the nature of the ECCE program and requirements for practicum placements.

NOTES

- In order to qualify as an Early Childhood Educator with the Community Care Facilities Branch, it is necessary to complete 500 hours work experience in a licensed early childhood program under the supervision of a qualified Early Childhood Educator.
- The Early Childhood Care and Education Certificate program is the prerequisite for post-basic training programs.
- All students must earn an approved First-Aid certificate prior to receiving their Early Childhood Care and Education certificate.
- In addition to usual expenses for fees and books, students have added expenses for regular travel to area early childhood centres. Individuals enrolling in the program are advised that access to a reliable vehicle is necessary as travel to centres is the responsibility of the student.

Course Descriptions

ECCE 168 **CLINICAL PRACTICUM I**

This course provides students with practical experience in observing and recording children's individual abilities and interests over time. The course is designed to integrate theories and practices in the ECCE field. Students observe and participate in child care programs in the region. Reflective practice and professional conduct are developed.

Corequisites:

ECCE 188.

ECCE 178 **FOUNDATIONS OF PROFESSIONAL PRACTICE I**

This course provides an overview to the role of the professional in early childhood care and education. Learners are supported in examining personal values, beliefs and assumptions about young children, families and services for children and families.

ECCE 188 **RESPONSIVE CHILD-CENTERED ENVIRONMENTS**

This course provides opportunities to learn about warm, caring, responsive relationships and emotionally safe child-centered environments. Students explore the areas of art, music, movement and drama within the conceptual frameworks of developmentally appropriate practice, the competent child, diversity, child-centered environments, sensory motor exploration, emergent curriculum and creativity.

HSER 174 **INTERPERSONAL COMMUNICATIONS**

Provides the student with an opportunity to examine personal goals, values and attitudes; develop and practice listening and responding skills, and become more aware of personal strengths and limitations. Designed to help gain self-understanding in order to be more effective in working with people.

PSYC 100 **INTRODUCTORY PSYCHOLOGY I**

An introduction to the methods, theory and practice of psychology as a science. Among others, topics will include motivation and emotion, learning and memory, biological foundations, sensation and perception. Other topics are added at the discretion of the individual instructor. Class demonstrations and activities are used to illustrate concepts. Teaching methods and resources in the course vary with the instructor.

Prerequisites

ENGL 12 or equivalent with a grade of "C" or better or written permission of the Instructor and School Chair.

This course is available via Distance Education.

ECCE 186 **CHILD HEALTH AND SAFETY**

The focus of this course is on personal wellness and the planning, establishment and maintenance of a safe and healthy environment in programs for children from birth to school age. Topics include: food preparation and handling; planning nutritious snacks and meals; diapering and toileting; accident prevention and hazard identification; medication; illness management and assessment; modeling healthy practices and utilizing community health resources.

This course is available via Distance Education.

ECCE 180 **FAMILY DYNAMICS**

This course is designed to provide students with a variety of theoretical perspectives to understanding families. It considers the diversity of families including exploration of cultural differences, same-sex parents, single parents and blended families. The role of marriage is examined, as well as childbearing and socialization. Issues such as middle age, empty nest, aging in the family, and

special concerns such as chronic illness, disability, alcoholism, violence, and poverty are introduced.

Prerequisites

ENGL 12 or equivalent.

ECCE 169 **CLINICAL PRACTICUM II**

This course provides students with practical experience in observing and recording children's individual abilities and interests over time. The course is designed to integrate theories and practices in the ECCE field. Students observe and participate in child care programs in the region. Reflective practice and professional conduct are developed.

Prerequisites

All fall semester courses.

Corequisites:

ECCE 186 and ECCE 193.

ECCE 193 **CHILD-CENTERED PARTNERSHIPS I**

In this course, learners reflect upon values, beliefs and attitudes towards building warm relationships with children. Understanding of self within the guiding relationship is developed. With the use of problem solving techniques, students learn the skills of guiding and caring for children and creating emotionally safe, respectful environments that are empowering and that enhance autonomy and maximize potential.

ECCE 195 **PRACTICUM I**

This course provides the learner with practical experience in an early childhood centre. Students integrate learning and demonstrate skills in interpersonal communication, observing and recording children's responses and abilities, program planning, guiding and caring and growing professional awareness. Seminars are scheduled for reflective discussion of practicum learning.

ENGL 110 **COLLEGE COMPOSITION**

Students needing a year of Introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. English 110: College Composition is designed to enable the student to produce clear, coherent and fully developed essays. The course covers academic writing styles, rhetorical modes, editing techniques and research practices.

Prerequisites

A "C" or better in ENGL 12 or equivalent or LPI level 4.

This course is available via Distance Education.

PSYC 240 CHILD DEVELOPMENT

An introduction to normal child development, this course explores selected aspects of the physical, cognitive, emotional, and moral development of children from birth to adolescence; and examines the major theories of child development.

Prerequisites

PSYC 100/101 or equivalent or written permission of the Instructor and School Chair.
This course is available via Distance Education.

ECCE 179 FOUNDATIONS OF PROFESSIONAL PRACTICE II

This course provides an overview of the field of early childhood education from a philosophical perspective. An ecological approach is used to explore issues such as diversity, personal and professional ethics, legal requirements and other factors relevant to children, families and child care environments. Students examine anti-bias principles and approaches to working with young children. By exploring their own adult role in play environments, learners will integrate thinking regarding philosophies of least restrictive environments and inclusionary practices.

ECCE 189 RESPONSIVE CHILD-CENTERED ENVIRONMENTS II

This course builds on the concepts and theories of ECCE 188 with an emphasis on play theory, social relationships and skills, and creative and cognitive processes in children ages three to six years. Learners examine the interface of adults and children in a child-centered environment. Students learn ways of supporting and extending the interests, understandings and problem-solving abilities of young children.

ECCE 293 CHILD-CENTERED PARTNERSHIPS II

The concepts and skills of ECCE 193 are further developed and enhanced. Students examine guiding relationships and apply principles and skills to complex situations. Ways of enhancing partnerships with families through active support to parents are learned and practiced.

This course is available via Distance Education.

ECCE 294 PRACTICUM III

Block practicum for 6 weeks in April/May In this course, students synthesize learning with

practical application. The focus is on collaboration with families and community in the creation of inclusive, responsive, culturally-sensitive, child-centered environments for young children. Learners continue to engage in the process of self-reflection and individual goal setting regarding exemplary professional practice. Seminars are scheduled for reflective discussion of practicum learning.

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HUMAN SERVICES DIPLOMA: CHILD AND YOUTH CARE (CYC) SPECIALTY

TWO-YEAR DIPLOMA AT CASTLEGAR CAMPUS

Program Calendar

2009

- September 8 - Student Orientation All Programs.
- September 9 - Fall term instruction begins.
- December 11 - Fall term instruction ends.

2010

- January 4 - Winter term instruction begins.
- February 15-19 - Reading break.
- April 8 - Winter term instruction ends.
- May 5 - Spring term begins.
- Beginning of June - Spring semester ends.

Program Objectives

A Human Services Diploma Program is available at Selkirk College:

- This program meets the admission requirements for entry into the third year of the four-year degree program from the School of Child and Youth Care (CYC) at the University of Victoria, University of the Fraser Valley or Vancouver Island University and/or third year of a four year degree program from the School of Social Work (SSW) at the University of Victoria or Thompson Rivers University. The Schools of Social Work at the University of the Fraser Valley and University of Northern BC (UNBC) may accept the diploma for admission, with additional courses.

This program provides more advanced training and recognition to certificate level and experienced practitioners in a specific human service field whose goal is to continue their learning and career advancement in a specific practice realm.

Career Potential

The Diploma program prepares students to work with individuals across the lifespan in a variety of multi-disciplinary settings such as schools, community centres, government agencies, correctional or residential programs, and early childhood education settings. Students are prepared to take on more advanced practice in a team setting. Also students are prepared to continue their studies in degree programs.

Note: With increased employer expectations for work readiness, the Human Services Diploma broadens one's scope of employment and income potential.

Course of Studies

Translation Key:

Lec = Lecture Hours per week;

Courses marked as (D) may also be available via Distance Education.

Course	Name	Lec
	Term 3	
HSER 254	Core Concepts in Human Services	3
SSW HSER 258	Fundamentals of Change I	3
HSER 276	Issues in Youth	3
PSYC 240 (D)	Child Development	3
	Total:	12

Course	Name	Lec
	Term 4	
HSER 255	Professional Foundations for Human Services	3
HSER 259	Fundamentals of Change 2	3
HSER 264	Introduction to Professional Child and Youth Care	3
ENGL 111 (D)	Introduction to Literature	3
PSYC 241 (D)	Adult Development	3
HSER 257	Practical Responses to Mental Health and Addictions Problems	3
FNST 287	First Nations Practice Studies (Elective)	3
	Total:	21

Course	Name	Lec
	Term 5	
HSER 270	Practicum in a Child and Youth Care Setting	6
	Total:	6

Admission Requirements

In addition to meeting the general entrance requirements for admission to Selkirk College, an applicant must meet the following Human Service Diploma entrance requirements:

- A certificate in Early Childhood Care and Education (ECCE), Social Services Worker(SSW) or Classroom and Community Support Worker(CCSW) with an overall GPA of "B", or School Chair approval. Applicants whose credential was earned more than five years ago are required to meet School Chair approval based on evidence of related work in Human Services or Continuing Education. Applicants with 30 university transfer credits, significant paid experience in a helping profession, and who meet all personal suitability requirements, will be considered on an individual basis.
- A resume and two letters of reference from people who can attest to your suitability to the human services field. Students who have graduated from a Selkirk Human Services Certificate program in the past two years are exempted from this requirement.

Course Descriptions

HSER 254 CORE CONCEPTS IN HUMAN SERVICES 254

This course introduces students to the concepts of theory and practice in Human Services and the interrelationship between the two. A number of theoretical perspectives on change, such as developmental, feminist and multicultural, are explored both from a Social Work and Child and Youth Care practice perspective. Each approach offers a basis for understanding behaviour and supporting behavioural change. These approaches offer the basis for developing a beginning of an integrated knowledge base for approaching practice.

Prerequisites

HS Certificate or Instructor's permission.

HSER 258 FUNDAMENTALS OF CHANGE I 258

This course is designed to assist the student to develop self-awareness as a helper and to develop both an understanding and a beginning level of skill. Students are required to participate in exercises, role plays, simulations and video taping in interviews and counselling in order to accomplish the course objectives.

Prerequisites

HS Certificate or Instructor's permission.

HSER 258 FUNDAMENTALS OF CHANGE 1 HSER

This course is designed to assist the student to develop self-awareness as a helper and to develop both an understanding and a beginning level of skill in carrying out a planned change process with children and youth. Students are required to participate in exercises, role plays and simulations in order to accomplish the course objectives. In conjunction with HSER 259, students will have the skills necessary to effect change in practice. The four components of the two courses include self-awareness development, use of relationships, the helping model and interpersonal skills.

Prerequisites

HS Certificate or Instructor's permission.

HSER 276 ISSUES IN YOUTH

Issues in Youth will explore the issues that face those in adolescence and early adulthood in various societies. 'Adolescence' and 'early adulthood' are terms used to describe a time of life in which major developmental and social changes occur. An exploration of adolescence and early adulthood, and the issues that are unique to these stages of life in various societies will occur. Students will be exposed to theories of adolescence, issues of gender, sociological explanations of existing issues, and to local and international programs designed to address these issues. This online course complements face-to-face contacts that will occur during the semester.

Prerequisites

ENGL 110.

HSER 276 ADOLESCENT ISSUES

"Adolescence" is a term used to describe a period in human development in which major developmental and social changes occur. This course explores the issues confronting adolescents in Canadian and International society. The course explores adolescence and the issues that are unique to adolescents in various societies.

Prerequisites

HS Certificate or Instructor's permission.

PSYC 240 CHILD DEVELOPMENT

An introduction to normal child development, this course explores selected aspects of the physical, cognitive, emotional, and moral development of children from birth to adolescence; and examines the major theories of child development.

Prerequisites

PSYC 100/101 or equivalent or written permis-

sion of the Instructor and School Chair.

This course is available via Distance Education.

HSER 255 PROFESSIONAL FOUNDATIONS FOR HUMAN SERVICES

The foundations of human services professional practices are explored through an examination of the issues surrounding professional identity, ethical practice, and the interdisciplinary team approach. The skills required for communicating as a professional and as a team member, both oral and written, are developed throughout the course.

Prerequisites

HS Certificate or Instructor's permission.

HSER 259 FUNDAMENTALS OF CHANGE 2

This course is designed to assist students to build advanced helping skills on the base developed in HSER 258. Students learn to use their helping relationships and interpersonal communication skills within the framework of the helping process model. Students are required to demonstrate their skill development on video tape, as well as demonstrate analytical skills that will require both self-awareness and knowledge of the helping model. The focus is on the skills required to carry out action planning, support of action and evaluating of outcome in helping interventions.

Prerequisites

HS Certificate or Instructor's permission.

HSER 264 INTRODUCTION TO PROFESSIONAL CHILD AND YOUTH CARE

This course is designed to provide an overview of the child and youth care field, and the professional identity of child and youth care workers, which will enable students to work with and advocate for children, youth and families more effectively. The historical development of the field is explored and students gain a working understanding of the key concepts and basic principles of practice in the child and youth care field. They also develop a clear understanding of the similarities and differences in the role and function of child care professionals and other human service professionals.

Prerequisites

ENGL 110.

ENGL 111 INTRODUCTION TO LITERATURE

Students needing a year of introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. English 111 is a one-semester introduction to literary genres through the study of drama, poetry,

the short story, and the novel. The course will give students the opportunity to read, discuss, and write about texts in the different genres.

Prerequisites

ENGL 110 with a grade of "C" or better.

This course is available via Distance Education.

PSYC 241 ADULT DEVELOPMENT

An introduction to normal adult development, this course examines critical issues and theories of adolescence, and early, middle and late adulthood.

Prerequisites

PSYC 100/101 or equivalent or written permission of the Instructor and School Chair.

This course is available via Distance Education.

HSER 257 PRACTICAL RESPONSES TO MENTAL HEALTH AND ADDICTIONS PROBLEMS

Practical Responses to Mental Health and Addictions Problems, provides instruction in a variety of rehabilitative and treatment modalities used in work with marginalized populations. Attitudes toward mental health and substance use problems and how they impact helper effectiveness are explored in a supportive milieu. Evidence-based practices such as Psychosocial Rehabilitation and Harm Reduction are used as frameworks for the development of skills and knowledge. Students are introduced to strategies for overcoming stigma and supporting client empowerment in a variety of community and facility settings.

FNST 287 FIRST NATIONS PRACTICE STUDIES (ELECTIVE)

This course allows students to explore issues directly impacting First Nations communities. An exploration of factors impacting the development of current issues as well as current approaches used to address these issues is undertaken.

Prerequisites

ENGL 110.

HSER 270 PRACTICUM IN A CHILD AND YOUTH CARE SETTING

A 200 to 250 hour practicum located in a child and youth care setting. This practicum requires students to work directly with children and/ or youths in order to promote professional skill acquisition and integration. Emphasis is placed on observation and recording skills, awareness of personal functioning in relation to the children and/or youths. The ability to demonstrate beginning-level case management planning, intervention, and case-presentation skills with both a one-to-one focus and a group focus are also emphasized.

Contact

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Program Calendar

2009

- September 8 - Student Orientation All Programs.
- September 9 - Fall term instruction begins.
- December 11 - Fall term instruction ends.

2010

- January 4 - Winter term instruction begins.
- February 15-19 - Reading break.
- April 8 - Winter term instruction ends.
- Spring term begins April 26th.
- Spring term ends the beginning of June Program Objectives

A Human Services Diploma Program is available at Selkirk College:

- To provide access to all prerequisites for entry into the third year of the four-year degree program from the School of Social Work (SSW) at the University of Victoria, UBC Okanagan or Thompson Rivers University. The Schools of Social Work at the University of the Fraser Valley and University of Northern BC (UNBC) may accept the diploma as prerequisite. The Child and Youth Care Program (CYC) at the University of Victoria, University of the Fraser Valley or Vancouver Island University may also grant third year of a four year degree program with additional courses.
- To provide more advanced training and recognition to certificate level and experienced practitioners in a specific human service field whose goal is to continue their learning and career advancement in a specific practice realm.

Career Potential

The Diploma program prepares students to work with individuals across the lifespan in a variety of multi-disciplinary settings such as schools, community centres, government and non government or community agencies, correctional or residential programs, and early childhood education settings. Students are prepared to take on more advanced practice in a team setting. Also students are prepared to continue their studies in degree programs.

Note: With increased employer expectations for work readiness, the Human Services Diploma

Course of Studies

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week;

Ttl = Total course hours per term

Courses marked as (D) may also be available via Distance Education.

Course	Name	Lec
	Term 3	
HSER 254	Core Concepts in Human Services	3
SSW HSER 258	Fundamentals of Change I	3
HSER 276	Issues in Youth	3
PSYC 240 (D)	Child Development	3
GERO 200 (D)	Contemporary Issues in Gerontology	0
	Total:	12

Course	Name	Lec
	Term 2	
HSER 255	Professional Foundations for Human Services	3
HSER 257	Practical Responses to Mental Health and Addictions Problems	3
HSER 259	Fundamentals of Change 2	3
HSER 281	Directed Studies - Methods	3
ENGL 111 (D)	Introduction to Literature	3
PSYC 241 (D)	Adult Development	3
FNST 287	First Nations Studies	3
	Total:	21

Course	Name	Lec
	Term 5	
HSER 280	Advanced Human Service Practicum (Optional)	6
	Total:	6

broadens one's scope of employment and income potential.

Certificate program in the past two years are exempted from this requirement.

Admission Requirements

In addition to meeting the general entrance requirements for admission to Selkirk College, an applicant must meet the following Human Service Diploma entrance requirements:

- A certificate in ECCE, SSW or CCSW with an overall GPA of "B", or School Chair approval. Applicants whose credential was earned more than five years ago are required to meet School Chair approval based on evidence of related work in Human Services or Continuing Education. Applicants with 30 university transfer credits, significant paid experience in a helping profession, and who meet all personal suitability requirements, will be considered on an individual basis.
- A rsum and two letters of reference from people who can attest to your suitability to the human services field. Students who have graduated from a Selkirk Human Services

Course Descriptions

HSER 254 CORE CONCEPTS IN HUMAN SERVICES

This course introduces students to the concepts of theory and practice in Human Services and the interrelationship between the two. A number of theoretical perspectives on change, such as developmental, feminist and multicultural, are explored both from a Social Work and Child and Youth Care practice perspective. Each approach offers a basis for understanding behaviour and supporting behavioural change. These approaches offer the basis for developing a beginning of an integrated knowledge base for approaching practice.

Prerequisites

HS Certificate or Instructor's permission.

HSER 258 FUNDAMENTALS OF CHANGE I

This course is designed to assist the student to develop self-awareness as a helper and to develop both an understanding and a beginning level of skill. Students are required to participate in exercises, role plays, simulations and video taping in interviews and counselling in order to accomplish the course objectives.

Prerequisites

HS Certificate or Instructor's permission.

HSER 276 ISSUES IN YOUTH

Issues in Youth will explore the issues that face those in adolescence and early adulthood in various societies. 'Adolescence' and 'early adulthood' are terms used to describe a time of life in which major developmental and social changes occur. An exploration of adolescence and early adulthood, and the issues that are unique to these stages of life in various societies will occur. Students will be exposed to theories of adolescence, issues of gender, sociological explanations of existing issues, and to local and international programs designed to address these issues. This online course complements face-to-face contacts that will occur during the semester.

Prerequisites

ENGL 110.

HSER 276 ADOLESCENT ISSUES

"Adolescence" is a term used to describe a period in human development in which major developmental and social changes occur. This course explores the issues confronting adolescents in Canadian and International society. The course explores adolescence and the issues that are unique to adolescents in various societies.

Prerequisites

HS Certificate or Instructor's permission.

PSYC 240 CHILD DEVELOPMENT

An introduction to normal child development, this course explores selected aspects of the physical, cognitive, emotional, and moral development of children from birth to adolescence; and examines the major theories of child development.

Prerequisites

PSYC 100/101 or equivalent or written permission of the Instructor and School Chair. This course is available via Distance Education.

GERO 200 INTRODUCTION TO GERONTOLOGY AND AGING

Contemporary Issues in Gerontology will provide students with an understanding of how the

process of aging affects individuals and how an aging population affects and influences Canadian Society. Aging will be examined within historical, contemporary and culture contexts. Topics will include aging and health, ageing demographics, the psychology and sociology of aging, finances and economics, retirement, leisure, housing and transportation, and family social supports. Participants will have the opportunity to identify and examine their personal beliefs and values about the aging process throughout the course.

GERO 200 CONTEMPORARY ISSUES IN GERONTOLOGY

Contemporary Issues in Gerontology will provide students with an understanding of how the process of aging affects individuals and how an aging population affects and influences Canadian society. Aging will be examined within historical, contemporary and culture contexts. Topics will include aging and health, aging demographics, the psychology and sociology of aging, finances and economics, retirement, leisure, housing and transportation, and family social supports. Participants will have the opportunity to identify and examine their personal beliefs and values about the aging process throughout the course.

Prerequisites

Certificate/Diploma in any Health or Human Service Discipline is preferred. This course is available via Distance Education.

HSER 255 PROFESSIONAL FOUNDATIONS FOR HUMAN SERVICES

The foundations of human services professional practices are explored through an examination of the issues surrounding professional identity, ethical practice, and the interdisciplinary team approach. The skills required for communicating as a professional and as a team member, both oral and written, are developed throughout the course.

Prerequisites

HS Certificate or Instructor's permission.

HSER 257 PRACTICAL RESPONSES TO MENTAL HEALTH AND ADDICTIONS PROBLEMS

Practical Responses to Mental Health and Addictions Problems, provides instruction in a variety of rehabilitative and treatment modalities used in work with marginalized populations. Attitudes toward mental health and substance use problems and how they impact helper effectiveness are explored in a supportive milieu. Evidence-based practices such as Psychosocial Rehabilitation and Harm Reduction are used as frameworks for the development of skills and knowledge. Students are introduced to strategies for overcoming stigma

and supporting client empowerment in a variety of community and facility settings.

HSER 259 FUNDAMENTALS OF CHANGE 2

This course is designed to assist students to build advanced helping skills on the base developed in HSER 258. Students learn to use their helping relationships and interpersonal communication skills within the framework of the helping process model. Students are required to demonstrate their skill development on video tape, as well as demonstrate analytical skills that will require both self-awareness and knowledge of the helping model. The focus is on the skills required to carry out action planning, support of action and evaluating of outcome in helping interventions.

Prerequisites

HS Certificate or Instructor's permission.

HSER 281 DIRECTED STUDIES - METHODS

This is a directed studies methods course for working with a specified client population. Students are expected to demonstrate a basic understanding of the specific theoretical approaches to working with the specific client population. Further, they are expected to demonstrate an in depth understanding of the specific concerns and issues related to a distinctive group, such as people with specific disabilities, drug and alcohol addictions, people who experience violence, community-based advocacy, etc. Each student is required to develop a contract with an appropriate faculty member that includes the required outcomes.

ENGL 111 INTRODUCTION TO LITERATURE

Students needing a year of introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. English 111 is a one-semester introduction to literary genres through the study of drama, poetry, the short story, and the novel. The course will give students the opportunity to read, discuss, and write about texts in the different genres.

Prerequisites

ENGL 110 with a grade of "C" or better. This course is available via Distance Education.

PSYC 241 ADULT DEVELOPMENT

An introduction to normal adult development, this course examines critical issues and theories of adolescence, and early, middle and late adulthood.

Prerequisites

PSYC 100/101 or equivalent or written permission of the Instructor and School Chair.

This course is available via Distance Education.

FNST 287 FIRST NATIONS PRACTICE STUDIES (ELECTIVE)

This course allows students to explore issues directly impacting First Nations communities. An exploration of factors impacting the development of current issues as well as current approaches used to address these issues is undertaken.

Prerequisites

ENGL 110.

HSER 280 ADVANCED HUMAN SERVICE PRACTICUM

Practicum A second level or advanced practicum for individuals who have completed a previous block practicum or have demonstrated those skills through a PLA. After an orientation to the agency, students are expected to provide direct services, assuming full responsibility with appropriate supervision, to specified clients, or client groups. Students will develop competence in providing a specific service and in participating as a team member in the agency. The practicum is normally 250 hours.

Contact

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SOCIAL SERVICE WORKER

NINE-MONTH CERTIFICATE AT CASTLEGAR CAMPUS

Program Calendar

2009

- September 8 & 9 - Student Orientation.
- September 10 - Fall term instruction begins.
- December 11 - Fall term instruction ends.

2010

- January 4 Winter term instruction begins.
- February 15-19 - Reading break.
- April 8 Winter term instruction ends.

Program Objectives

The Social Service Worker program at Selkirk College is a challenging, exciting program that introduces students to the helping professions. Social Work values form the foundation of this beneficial and rewarding program. Graduates of the Social Service Worker program are prepared to practice in a number of Community Service agencies, institutions and schools. Students gain a firm and appropriate base for continuing their professional education in either Child and Youth Care or Social Work.

Students are introduced to the profession of social work, to social justice, and the theoretical underpinnings of human service practice. The program teaches practical interviewing, communication and support skills that include individual, group and family strategies. There is an emphasis on both written and oral communication as well as on the promotion of self awareness, personal growth and readiness for practice. Critical thinking, team building and problem solving skills are integral parts of the training. Feminist and First Nations approaches to practice are modeled and taught as well as an appreciation for diversity of people and practices. Anti-oppressive perspectives are promoted.

Practicum provides an opportunity to explore a variety of services and programs serving a wide range of populations that includes people who are poor, are young, are old, have a mental illness, have behavioral problems, or other issues that interfere with their ability to cope successfully in a demanding society. The program prepares students to work as entry level practitioners in the Human Services field. A commitment to life-long learning is emphasized and modeled in the Social Service Worker program.

Practicum Requirements

Program practicum requirements include both field observations and field work.

Course of Studies

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week;

Ttl = Total course hours per term

Courses marked as (D) may also be available via Distance Education.

Course	Name	Lec	Lab	Ttl
Term 1				
ENG 110-3(D)	College Composition	3	0	0
FAM 180-3	Family Dynamics	3	0	0
HSER 174-3	Interpersonal Communications	3	0	0
PSYC 100-3 (D)	Introductory Psychology I	3	1	0
SSW 156-3	Principles and Practices I	3	0	0
SSW 160-3	Introduction to Social Work I	3	0	0
SSW 162-3	Community Resources	3	0	0
	Total:	21	1	0

Course	Name	Lec	Lab	Ttl
Term 2				
ADD 184-3	Introduction to Concepts of Chemical Dependence	3	0	0
ENGL 111-3(D)	Introduction to Literature	3	0	0
PSYC 101-3 (D)	Introductory Psychology II	3	1	0
SSW 157-3	Group Skills	3	0	0
SSW 161-3	Introduction to Social Policy	3	0	0
SSW 163-5	Field Work I	0	8	0
SSW 166-1	Application of Theory to Practice	0	1	0
SSW 175-3	Interpersonal Communications II	3	0	0
	Total:	18	10	0

Course	Name	Lec	Lab	Ttl
Term 3				
SSW 168-5	Field Work II (Block Placement)	0	0	160
	Total:	0	0	160

Degree and Diploma Options

This certificate serves as a prerequisite for entry into the Human Services Diploma. Completion of the Human Services Diploma provides students with sufficient credit to enter third year of a Child and Youth Care, Bachelor of Social Work Degree, or a Bachelor of Community Rehabilitation, depending on the selection of elective courses.

Career Potential

Employment opportunities exist in a wide range of settings including private social agencies, schools, and non-profit and government organizations. Graduates of the Selkirk College Social Service Worker program have found employment as child & youth care workers, community youth workers, adolescent group home workers, transition house workers, geriatric workers, mental health outreach workers & in group homes and hospital social service workers. Students interested

in pursuing a degree in Social Work or Child and Youth Care at the University of Victoria can graduate with up to 18 university transfer units (36 credits) [six of those units (12 credits) are "unassigned credit" available to applicants who have completed a recognized paraprofessional program]. Students interested in a BSW degree or a BA in Child and Youth Care should confirm details with the University of Victoria. For a BSW degree students should also contact Thompson Rivers University, University College of the Fraser Valley, and the University of Northern BC. Note: With increased employer expectations for work readiness, the Human Services Diploma broadens one's scope of employment and income potential.

Admission Requirements

- Students may complete the program on a full or part-time basis. All qualified applicants are required to have their planned program reviewed by a program instructor who will provide advice regarding the selection of appropriate full and part-time options.

In addition to meeting the general entrance requirements for Admission to Selkirk College, an applicant must meet the following Social Service Worker program requirements:

- Grade 12 or equivalent (consideration will be given to mature students).
- English 12 or equivalent with a grade of “C” or better. (or a minimum Language Proficiency Score (LPI) of level 4).
- A completed application form.
- Résumé.
- Two completed personal reference forms.
- Official copies of all relevant transcripts.
- Completed criminal record check.
- A work reference based on 60 hours of paid or volunteer social services related work experience.
- Driver’s licence and transportation.

ENGL 110 COLLEGE COMPOSITION 110

Students needing a year of Introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. English 110: College Composition is designed to enable the student to produce clear, coherent and fully developed essays. The course covers academic writing styles, rhetorical modes, editing techniques and research practices.

Prerequisites

A “C” or better in ENGL 12 or equivalent or LPI level 4.

This course is available via Distance Education.

Course Descriptions

ECCE 180 FAMILY DYNAMICS

This course is designed to provide students with a variety of theoretical perspectives to understanding families. It considers the diversity of families including exploration of cultural differences, same-sex parents, single parents and blended families. The role of marriage is examined, as well as childbearing and socialization. Issues such as middle age, empty nest, aging in the family, and special concerns such as chronic illness, disability, alcoholism, violence, and poverty are introduced.

Prerequisites

ENGL 12 or equivalent.

HSER 174 INTERPERSONAL COMMUNICATIONS

Provides the student with an opportunity to examine personal goals, values and attitudes; develop and practice listening and responding skills, and become more aware of personal strengths and limitations. Designed to help gain self-understanding in order to be more effective in working with people.

PSYC 100 INTRODUCTORY PSYCHOLOGY I

An introduction to the methods, theory and practice of psychology as a science. Among others, topics will include motivation and emotion, learning and memory, biological foundations, sensation and perception. Other topics are added at the discretion of the individual instructor. Class demonstrations and activities are used to illustrate concepts. Teaching methods and resources in the course vary with the instructor.

Prerequisites

ENGL 12 or equivalent with a grade of “C” or better or written permission of the Instructor and School Chair.

This course is available via Distance Education.

SSW 160 INTRODUCTION TO SOCIAL WORK I

This course is designed to introduce students to the practice of social work, emphasizing the generalist approach. It initially will consider the ideological and historical influences which have shaped social work in Canada. The value, knowledge and skill foundations to this challenging profession are investigated. Further, it explores the roles of social workers and their methods of intervention based on the systems approach to planned change. Several other practice frameworks are explored with an emphasis on the feminist and structural approaches. The contributions of the self-help and natural helping networks will be discussed. Professional social work practice is shaped by the community, employing organizations and the profession. The characteristics of these systems and their effects on the practice of social work are examined. Throughout the course, the present trends and directions of the profession and field are discussed.

Prerequisites

ENGL 12 or equivalent with a grade of “C” or better.

SSW 160 INTRODUCTION TO SOCIAL WORK I

This course is designed to introduce students to the practice of social work considering the ideological and historical influences which have shaped social work in Canada. The value, knowledge and skill foundations to this challenging profession are investigated. Further, it explores the roles of social workers and their methods of intervention based on several practice frameworks, including systems, strengths perspectives, structural, feminist and Aboriginal approaches. Throughout the course, the present trends and directions of the profession and field are discussed.

Prerequisites

ENGL 12 or equivalent with a grade of “C” or better.

SSW 162 COMMUNITY RESOURCES

This course is designed to assist students to prepare for practicum placement. An orientation to client groups, professionals, and agencies providing social services in the West Kootenay is presented. Students visit a variety of settings where services are available to deal with a wide range of issues. Resource people will present workshops and information in the classroom to supplement the course content.

SSW 162 COMMUNITY RESOURCES

This course is designed to provide an orientation to professionals and agencies providing social services in the West Kootenay as well as to prepare students for practicum activities. Students visit a variety of settings where services are available to deal with a wide range of issues. Resource people are brought in to furnish workshops and information which supplements the course content. The course is an introduction to the notion of applying theory to practice. These experiences should assist students in making their choice of field placement for the winter term as well as increasing their understanding of the depth and breadth of the social service system in this area. Data collection, observation and analytical skills will be developed and demonstrated through this course.

ADD 184 INTRODUCTION TO CONCEPTS OF CHEMICAL DEPENDENCE

This course is designed as an introduction to the study of substance abuse and addiction. Current research in the pharmacology and physiology of addictive processes is considered as well as current models for understanding chemical dependence, recovery and relapse. Students learn how the addictive process is assessed and professionally treated and how treatment is individualized based upon the physical, emotional and social needs of the client, including family therapy and self-help programs. The course concludes by focusing

on the effects of a few of the more prevalent substances currently being abused, strategies for responding to them and harm reduction.

Prerequisites

ENGL 12 or equivalent.

ENGL 111 INTRODUCTION TO LITERATURE

Students needing a year of introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. English 111 is a one-semester introduction to literary genres through the study of drama, poetry, the short story, and the novel. The course will give students the opportunity to read, discuss, and write about texts in the different genres.

Prerequisites

ENGL 110 with a grade of "C" or better. This course is available via Distance Education.

PSYC 101 INTRODUCTORY PSYCHOLOGY II

Topics include thinking and other cognitive processes, development of the individual, personality, behaviour disorders, health and social psychology. Other topics are added at the discretion of the instructor. Class demonstrations and activities are used to illustrate concepts.

Prerequisites

PSYC 100 with a grade of "C" or better or written permission of the Instructor and School Chair. This course is available via Distance Education.

SSW 157 GROUP SKILLS

Effective social service workers need a good understanding of groups and group skills. This knowledge and skill development can be applied to a large number of settings: in the workplace as a team member; working with specific client groups including children, adolescents, families, special interest groups, learning and discussion groups; planning, implementing and evaluating community development work. Students will work in groups to gain first-hand experience in group dynamics.

SSW 157 PRINCIPLES AND PRACTICES II

Effective social service workers need a good understanding of groups and group skills. This knowledge and skill development can be applied to a large number of settings: in the workplace as a team member; working with specific client groups including children, adolescents, families, special interest groups, learning and discussion groups; planning, implementing and evaluating community development work. Students will work in groups to gain first-hand experience in group dynamics.

SSW 161 INTRODUCTION TO SOCIAL POLICY

Social issues confront us every day in our dealings with people and governments. This course will examine some of the issues and how they have developed, how they are handled politically, what services exist to meet social problems we all encounter (e.g. gender issues, First Nation issues, poverty, child abuse, alcoholism, crime, families in conflict, etc.) and what might be done to improve the human condition.

Prerequisites

ENGL 110 or equivalent.

SSW 161 INTRODUCTION TO SOCIAL WORK II

Social issues confront us every day in our dealings with people and governments. This course will examine some of the issues, how they have developed, how they are handled politically, what services exist to meet social problems we all encounter (e.g. gender issues, First Nation issues, poverty, child abuse, alcoholism, crime, families in conflict, etc.) and what might be done to improve the human condition.

Prerequisites

ENGL 110 or equivalent with a grade of "C" or better.

SSW 163 FIELD WORK I

This Winter semester of practical experience in a social service organization involves a one week orientation followed by one day a week in the field placement. Required competencies must be demonstrated at an appropriate level in order to advance to final practicum course.

Prerequisites

Completion of all first semester courses.

SSW 163 FIELD WORK I

This Winter semester of practical experience in a social service organization involves a one week orientation followed by one day a week in the field placement. Required competencies must be demonstrated at an appropriate level in order to advance to final practicum course.

Prerequisites

Completion of all first semester courses.

SSW 166 APPLICATION OF THEORY TO PRACTICE

This weekly on-line seminar in the Winter semester is for students enrolled in SSW 163. Discussions will focus on field placement activities. The emphasis of the course is on applying the theory of social services to its practice.

SSW 166 FIELD WORK SEMINAR

This weekly seminar in the Winter semester is for students enrolled in SSW 163. Discussions will focus on field placement activities. The emphasis of the course is on applying the theory of social services to its practice.

SSW 168 FIELD WORK II (BLOCK PLACEMENT)

A full time work study program for five weeks after Winter semester that affords the student an opportunity to practice the skills learned in the previous two semesters. Field work provides an opportunity for students to demonstrate competency required for permanent employment in Social Service Agencies.

Prerequisites

SSW 163 and completion of all program courses.

SSW 168 FIELD WORK II (BLOCK PLACEMENT)

A full time work study program for five weeks after Winter semester that affords the student an opportunity to practice the skills learned in the previous two semesters. Field work provides an opportunity for students to demonstrate competency required for permanent employment in Social Service Agencies. On-line weekly seminars will support this practicum.

Prerequisites

SSW 163 and completion of all program courses.

Contact

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hospitality & tourism

AT SELKIRK COLLEGE

Nelson is the best place to learn about hospitality and tourism. As a student, you learn just by living here. The cultural and recreation scenes are renowned, and Selkirk College's Tenth Street Campus has been tailored to meet your educational needs.

Employment prospects for graduates from this program are excellent. There is high demand for the expertise and experience students acquire in these programs. Looking for your dream career? This could be your lift ticket.

PROFESSIONAL COOK TRAINING

This program teaches the culinary ABC's, from soups and salads to meat, veggies and dessert. Students learn to plan menus, prepare ingredients and cook meals—for groups of 4 to 400. This provincially standardized program prepares graduates for success in restaurants, cafeterias and fast-food outlets.



RESORT AND HOTEL MANAGEMENT

This two-year program focuses on resorts and hotels but introduces students to all areas of hospitality. Graduates are well prepared to thrive in a fast-paced, exciting and growing industry. A broad range of career paths are available, and all courses qualify for university transfer. A high demand for skilled managers means the sky is the limit for graduates.



SKI RESORT OPERATIONS AND MANAGEMENT

Where better to learn to operate and manage a ski resort than in the Kootenays? Whitewater Ski Resort is less than 30 minutes from our campus, and Red Mountain Ski Resort is just an hour away. This two-year diploma program is the longest running program of its kind in Canada. Courses are specially developed for the ski and snowboard industry, and qualify for university transfer.



GOLF CLUB OPERATIONS ONLINE (GCOOL)

This ten-course certificate is perfectly suited to existing golf club staff members who need to upgrade skills to acquire management positions, to young people wishing to break into the golf industry, or to retired people wanting to pursue a second career at one of Canada's 2,200 golf clubs.



COOK TRAINING, PROFESSIONAL

THREE-TERM CERTIFICATE AT TENTH STREET CAMPUS, NELSON

Program Calendar

COOK 1

2009

- September 14 Fall semester begins
- December 18 Fall semester ends

2010

- January 4 Winter semester begins
- February 15-19 Reading Week
- April 12 Winter semester ends

COOK 2

2009

- Start Date - October 5, 2008
- Term Break: December 18 - January 3

2010

- Classes resume January 4
- End Date – January 23

NOTE:

As a result of the recent Industry Training Authority's revised training model the Professional Cook Training program curriculum is currently in development. Our website will be updated shortly with the revised program curriculum () .

Program Objectives

Selkirk College offers three levels of the provincially standardized cooking program. This program is designed to provide skills and knowledge for students/graduates to become competent, professional, frontline employees. A certificate will be issued to those who successfully complete Cook 1 and 2.

Course of Studies

Translation Key:

Ttl = Total course hours per term

Course	Name	Ttl
Term 1		
GCOOL 101 (D)	Financial Controls for Golf Clubs	45
GCOOL 102 (D)	Overview of Golf Club Operations	45
GCOOL 103 (D)	Food and Beverage Controls	45
GCOOL 104 (D)	Financial Tools for Golf Club Managers	45
GCOOL 105 (D)	Golf Shop Operations	45
GCOOL 106 (D)	Golf Club Marketing	45
GCOOL 107 (D)	Turfgrass Management	30
GCOOL 108 (D)	Human Resources for Golf Clubs	45
GCOOL 109 (D)	Leadership in the Golf Industry	45
GCOOL 110 (D)	Tournaments and Special Events Planning	45
Total:		430

Course	Name	Ttl
Term 2		
COOK 250	Vegetables and Starch Cookery	27.5
COOK 251	Meat and Poultry Cookery	55
COOK 252	Seafood Cookery	27.5
COOK 253	Stocks, Sauces and Soups	55
COOK 254	Meat, Poultry and Seafood Cutting	55
COOK 255	Cold Kitchen	55
COOK 256	Baking and Desserts	82.5
COOK 257	Basic Food Service Skills	27.5
COOK 258	Eggs and Breakfast Cookery	10
COOK 259	Safety, Sanitation and Equipment	15
COOK 260	Health Care/Cook Chill	30
Total:		440

Course	Name	Ttl
Term 3		
COOK 350	Vegetables and Starch	30
COOK 351	Meat and Poultry	30
COOK 352	Seafood	30
COOK 353	Stocks, Sauces and Soups	30
COOK 354	Meat, Poultry, Seafood Cutting	30
COOK 355	Cold Kitchen	110
COOK 356	Baking and Desserts	120
COOK 357	Basic Food Service	30
COOK 359	Safety, Sanitation and Equipment	15
COOK 360	Health Care/Cook Chill	15
Total:		440

COOK 1

Cook 1 is a 28 week provincially standardized program designed to train people for employment in restaurants, institutions, and fast-food outlets.

NOTE: Interview results are not used as criteria for admission.

- All applicants are required to present evidence of a recent medical examination and proof of a recent TB test.

COOK 2

Cook 2 is a 14 week, provincially standardized program designed to introduce students to the complexity, diversity and attractiveness of the Cooking profession. Students acquire practical experience preparing a la carte, table d'hote and prix fixe menu items for patrons of the College's training dining room.

Contacts

Ron Matthews, Program Contact
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Bob Falle, School Chair
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Career Potential

The demand for professional cooks is very high and growing. There is tremendous potential for placement in many types of industry establishments. Students have found excellent steady employment in hospitals, camps, major resorts and hotels. Also many small establishments and restaurant chains employ our students locally and throughout BC and Alberta. If you would like more information on possible employment opportunities please feel free to call Selkirk College (250) 352-6601.

Admission Requirements

ACADEMIC

- Admission is open to individuals who have graduated from a BC senior secondary school or equivalent (may be under 19 years of age).
- an official secondary school transcript must be submitted.
- mature students must be least 19 years of age and have completed Grade 10 or equivalent with passing grades in Math and English, **OR**
- are at least 19 years of age and have been admitted at the discretion of the School Chair.

GENERAL

- All applicants are required to complete pre-admission Computer Placement Tests in Math and English placement.
- All applicants are required to complete a personal interview with the program instructor. Where circumstances make a personal interview impractical, a telephone interview may be conducted. It is recommended that applicants bring a resume to the interview.

**FOR LATEST INFORMATION
VISIT SELKIRK.CA**

GOLF CLUB OPERATIONS ONLINE CERTIFICATE

TEN COURSE CERTIFICATE ONLINE AT TENTH STREET CAMPUS, NELSON

Program Summary

In response to requests for flexible golf management career development courses and less costly delivery methods, Selkirk College is the **first accredited** post secondary institution in Canada to offer a comprehensive online certificate in **golf management**. This program is perfectly suited to existing golf club staff who need to upgrade **golf management** skills to acquire management positions, to young people wishing to break into the golf industry, or to retired people wanting to pursue a second career at one of Canada's 2,200 golf clubs.

GCOOL golf club manager career development offerings can be pursued two ways:

- A Golf Club Operations Online (GCOOL) Certificate. Course testimonials are available.
- [12 weeks to complete each course, see courses]

GCOOL offerings are different than distance learning of a decade ago. New technology facilitates a much richer learning environment by employing audio and video, interactive PowerPoint sessions, and online discussion forums. Selkirk College does everything possible to make the instructional approaches suit learner preferences. If you want to advance your current **golf management** career with accredited certification, or if you wish to improve your chances of entering this dynamic industry, online golf management courses are a rapid and very cost effective option.

Admission Requirements

GCOOL golf online courses are open admission, but experience reveals that applicants who hope to complete courses successfully should have solid computer, verbal and written skills. Students are required to have computer access and high-speed Internet.

Course Descriptions

GCOOL 101 FINANCIAL CONTROLS FOR GOLF CLUBS

The goal of this course is to give a starting point to evaluate financial activities. Plain-language explanations and golf specific examples will help you identify areas in your club that could be improved, and methods you can use to evaluate

Course of Studies

Translation Key:

Ttl = Total course hours per term

Course	Name	Ttl
Term 1		
GCOOL 101 (D)	Financial Controls for Golf Clubs	45
GCOOL 102 (D)	Overview of Golf Club Operations	45
GCOOL 103 (D)	Food and Beverage Controls	45
GCOOL 104 (D)	Financial Tools for Golf Club Managers	45
GCOOL 105 (D)	Golf Shop Operations	45
GCOOL 106 (D)	Golf Club Marketing	45
GCOOL 107 (D)	Turfgrass Management	30
GCOOL 108 (D)	Human Resources for Golf Clubs	45
GCOOL 109 (D)	Leadership in the Golf Industry	45
GCOOL 110 (D)	Tournaments and Special Events Planning	45
	Total:	430

planned changes to operating activities. This course is available via Distance Education.

GCOOL 102 OVERVIEW OF GOLF CLUB OPERATIONS

This is just the course for you if you want to learn or understand so much more about Canadian golf club operations. You'll learn about Canada's two basic types of golf clubs: private (there are four of them) and public (there are three), and their organizational structure and characteristics.

You'll discover the four types of Canadian private golf clubs: member-owned, equity-owned, single or corporate owned, and semi-private, ranging from the most exclusive of golf clubs to golf clubs that will allow anyone to play.

You'll also familiarize yourself with Canada's public golf clubs: the municipal, resort, and "owner/operator" golf clubs.

You'll see how these golf clubs are managed by a single general manager or a triumvirate partnership of the club manager, golf pro, and golf course superintendent all working together and all reporting to the golf club's board of directors or owner.

You will learn about the historic evolution of clubs and the major issues and trends facing golf clubs of today.

You'll bone up on the organizational structure and terms of reference of the board of directors, the volunteer committees, the general manager, and all department heads. You'll review how they all

work as one large team to satisfy their particular clientele and you'll discover exactly what their roles and responsibilities are.

You'll ponder on how to manage the clubhouse with its inherited problems and realize the importance of formal and informal budgeting. You will become familiar with the "Daily Operation Report", a tool used for revenue and expense control and learn why there are so many difficulties in managing the golf club's food and beverage operation.

You'll discuss clubhouse maintenance, housekeeping, and locker room management from the toiletries to stock and laundry systems to be used.

Come join us for a thorough overview!

This course is available via Distance Education.

GCOOL 103 FOOD AND BEVERAGE CONTROLS

Food and Beverage control is critical to the financial well-being of any food operation. Fundamentals of internal controls and information systems for food and beverage operations will be covered. The course covers techniques of effective purchasing, receiving and production; sales control and food and beverage cost calculations. Labour cost control methods are explained and discussed. Note: It is recommended that students apply early in order to receive the textbook prior to the course start date.

This course is available via Distance Education.

GCOOL 104 FINANCIAL TOOLS FOR GOLF CLUB MANAGERS

Have you wondered about the best way to

pinpoint the cause of some of the financial weaknesses in your organization? Do you know what questions to ask your accountant/bookkeeper so you get just the information you need?

If you're feeling a little outside your area of expertise at the AGM or at Finance Committee meetings, this course will help put many of your questions into perspective. The content is designed to help you make sense of much of the financial information provided to you every month, and to use this information to assist with making financial decisions in the future.

You don't have to be an accountant to understand the information you will encounter in this course – that's the whole point. Plain-language explanations and golf specific examples will help you identify areas in your club that could be improved and methods you can use to evaluate planned changes to operating activities.

Students in this course will be assigned short readings to clarify what is going to be discussed in the next on-line discussion group, and will use a variety of case examples to demonstrate how the information is relevant to your club's operations. The goal here is to give you a starting point to evaluate your financial activities and then discuss these points with fellow students. These discussions will certainly lead to the sharing of "best practices" used by other golf clubs. Some of these will work for you, some will not, but the discussion groups will offer you a wide range of options to help you with locating some of the causes of financial weaknesses that exist in many clubs.

Throughout this course you will see what data needs to be collected to improve your financial overview of the club activities. As they say "information is power", but collecting too much of, or the wrong type of information is an expensive and time consuming exercise.

This course is available via Distance Education.

GC00L 105 GOLF SHOP OPERATIONS

The golf shop is the focal point of the club's activities. There is so much more member contact with the golf shop operation than with any other club department. Today's successful General Manager realizes the importance of operating a well organized, excellence-oriented shop (staffed with outstanding employees) where the main goal is to exceed the expectations of the client in every possible way.

You'll learn about all facets of the golf shop operation from the shop personnel, the golf shop's floor plan, layout, and design, to analysis of the sales, the preparation of a retail buying plan, inventory management and control, and the "open to buy" formula.

You'll discover the four elements of promotion, how to acquire and manage a golf car fleet and all about the advantages and disadvantages of golf shop contracting or leasing - the whole gamut.

This course is available via Distance Education.

GC00L 106 GOLF CLUB MARKETING

This course will focus on the knowledge and skills necessary to successfully market a golf facility. With unerring focus on maximizing return on investment (ROI) from all marketing endeavors, students learn how to employ systematic research and strategic marketing planning tools. Also covered are the 11 P's of the marketing mix, the use of 3rd Millennium technology, how to interpret socio-economic trends, the gamut of modern advertising options, and how to employ public relations and media relations. Students also learn how to conduct marketing audits to determine strengths and weaknesses of existing marketing programs.

This course is available via Distance Education.

GC00L 107 TURFGRASS MANAGEMENT

Turf grass management is a great discipline for people who love golf and who love working outdoors in park-like settings. The tasks and responsibilities of the course superintendent are analyzed, and the principles of good turf grass management are studied. Students learn about course construction, irrigation, drainage, course design, soil management, fertilizers, mowing techniques and procedures, water management, equipment use and maintenance, how to mitigate insect pests and diseases, as well as alternatives to chemical turf treatments.

This course is available via Distance Education.

GC00L 108 HUMAN RESOURCES FOR GOLF CLUBS

This course takes a practical look at how to plan and put in place a comprehensive personnel administration system. The curriculum covers job analysis (determining the number and types of positions needed), the creation of job descriptions, recruitment and selection of job candidates, job interviews, reference checking, orientation, training, performance evaluation, disciplinary procedures and strategies, and termination processes that respect individual rights and that are also in accord with current legal statutes.

This course is available via Distance Education.

GC00L 109 LEADERSHIP IN THE GOLF INDUSTRY

One of the greatest challenges a manager faces is to create and maintain a harmonious and productive work force. Through an examination of one's own leadership style as it relates to accepted leadership theories, students learn how to achieve organizational and personal goals. Why

people behave the way they do in an organization is studied along with delegation, motivation, decision making, effective business meeting structure, conflict management, coaching, and team building.

This course is available via Distance Education.

GC00L 110 TOURNAMENTS AND SPECIAL EVENTS PLANNING

No doubt one of the most popular courses among students, in this course you will discover the in's and out's of planning and conducting special activities and programs at the golf club.

You'll analyze the need for standard grass roots programming at the golf club level and learn, specifically, the importance of developing strong junior golf and members' programs.

You'll examine how to organize "opens," "invitations" and "corporate" golf days while learning about the financial impacts of these events at all levels. You'll learn to plan and coordinate exactly how to make tournaments and special events successful.

Catering to the wants and needs of the larger groups will be emphasized as you tune into the tricks and tips of tee time booking procedures, practice/teaching facility do's and don'ts and back shop operations supervision...the whole nine yards.

Join us to learn (while you earn)!

This course is available via Distance Education.

Contacts

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RESORT AND HOTEL MANAGEMENT

TWO-YEAR DIPLOMA AT TENTH STREET CAMPUS, NELSON

Program Calendar

2009

- September 8- Fall semester begins.
- October 5 - Year II begins.
- December 18 - Fall semester ends.

2010

- January 4 - Winter semester begins.
- February 15-19 Reading Week (*subject to change)
- April 23 - Winter semester ends.
- May 3 - Work semester begins for first year students.

Prior to May 31, 2008 only fully qualified students will be accepted. After June 1, 2008 partially qualified students may be accepted if seats are available in the program.

Program Objectives

The tourism sector may soon become the number one industry in BC; it already offers the most employment opportunities. There are currently approximately 115,000 direct tourism jobs in B.C. and it is projected that there will be 84,000 new jobs created by 2010. As a result, this two-year program is designed to prepare graduates for careers in tourism focussing primarily on resorts, hotels and restaurants but including all areas of hospitality.

Studies begin with an understanding of where tourism originates and encompass the supervision of hospitality facilities. Knowledge, skills and practices pertaining to the industry, such as the reception of guests, food and beverage services, recreation and convention planning, accounting, maintenance, supervisory and overall management techniques are topics covered. Communications and human relations are emphasized.

The objective of the program, through classroom instruction, practical lab training and work experience, is to enable students to develop the abilities, skills and attitudes to analyze situations objectively and to then make effective management decisions.

As the guiding principle of the Resort and Hotel Management program is student centred involvement through project based learning, during the school year our students are involved in organizing and supporting Selkirk College as host institution for special events and conferences. Students participate in a professional internship program consisting of five months in the summer and fall between the first and second year of the program.

Course of Studies

Translation Key:

Lec = Lecture Hours per week;

Lab = Lab Hours per week;

Course	Name	Lec	Lab
	Term 1		
RHOT 150	Tourism: An Industry Perspective	45	0
RHOT 152	Supervisory Housekeeping and Maintenance	45	0
RHOT 155	Computer Applications	0	45
RHOT 159	Business Communications I	45	0
RHOT 161	Accommodations	60	0
RHOT 162	Supervisory Food and Beverage Service	45	0
	Total:	240	45

Course	Name	Lec	Lab
	Term 2		
RHOT 153	Organisational Leadership for the Resort Industry	45	0
RHOT 154	Hospitality Human Resources Management	45	0
RHOT 163	Mixology and Oenology	0	45
RHOT 164	Food and Beverage Cost Controls	45	0
RHOT 172	Kitchen Management/Food Preparation	0	45
RHOT 175	Hospitality Computer Applications	0	45
RHOT 180	Field Trip	03	0
	Total:	135	165

Course	Name	Lec	Lab
	Term 3		
RHOT 171	Work Term	0	500
	Total:	0	500

Course	Name	Lec	Lab
	Term 4		
RHOT 250	Hospitality Marketing I	45	0
RHOT 265	Food Service Management	45	0
RHOT 269	Accounting	45	0
RHOT 272	Hospitality Law	45	0
RHOT 282	Dining Room Management	0	45
	Total:	180	45

Course	Name	Lec	Lab
	Term 5		
RHOT 251	Marketing II	45	0
RHOT 259	"Effective" Communications	45	0
RHOT 268	Hospitality Entrepreneurial Training and Budgeting	18	27
RHOT 270	Convention, Sales and Catering Services	45	0
RHOT 273	Tourism and the Canadian Economy	45	0
RHOT 279	Conflict Resolution/Negotiation	45	0
	Total:	243	27

Career Potential

Selkirk graduates are equipped to move into supervisory positions in a wide range of planning and supervisory capacities across the entire spectrum of the resort and hotel industry. The list below indicates some of the career options available:

- resort and hotel supervisory positions (customer service, human resources, marketing, etc.).
- food and beverage supervisors in establishments of all sizes and settings.
- tour sales, planning, and coordination.
- tourism positions with organizations from local chambers of commerce to provincial ministries.
- conventions, event planning, consulting, packaging and programming, sales and coordination.

University Transferability

Through curriculum articulation agreements, Resort and Hotel Management graduates from Selkirk College may receive two year's credit towards four-year bachelor's degrees from the University of Calgary, Victoria, Royal Roads, Ryerson, Guelph, Athabasca, Lethbridge, and La Trobe and Griffith Universities in Australia. At Thompson Rivers University and Vancouver Island University, students will also receive two year's credit towards a four-year Bachelor of Tourism Management Degree. It is important to note that current tuition fees and costs of living in the West Kootenay can mean significant financial savings for Selkirk students who study in Nelson for the first two years before transferring to university or university colleges.

Admission Requirements

- Grade 12 completion with a "C" or better in English 12 or equivalent
- Submission of a résumé, official high school transcript and a letter of reference from a previous employer.
- Completion of a personal interview. Note: Interview results are not used as criteria for admissions.
- All applicants must complete pre-admission tests in reading, writing and math.

Course Descriptions

RHOT 150 TOURISM: AN INDUSTRY PERSPECTIVE

This course provides an overview of the tourism industry, examining the interrelationships between the eight sectors, and the economic, environmental, cultural, and social impact of tourism. Topics include the following: sectors of the tourism industry; size, scope, and infrastructure; definitions and conceptual models, trends, and current issues, travel motivators, career opportunities, ethical issues, tourism as a community-based industry, the geography of tourism in BC and Canada, and the role of tourism organizations.

RHOT 152 SUPERVISORY HOUSEKEEPING AND MAINTENANCE

This course provides an overview of the fundamentals of housekeeping and maintenance management in a hotel and resort setting. Areas discussed include: the role of the executive housekeeper, maintenance manager, labour cost control, scheduling, budgeting, cleaning procedures, material planning, and laundry operations. You will discuss energy saving trends and the environmental stewardship of hotels and resorts.

RHOT 155 COMPUTER APPLICATIONS

This course provides the student with a general introduction to computers and Microsoft application software. Microsoft Word 2003, Excel 2003 and the integration of these programs is covered.

RHOT 159 BUSINESS COMMUNICATIONS

This course deals with both written and oral communication skills. Topics include writing formal reports and other business correspondence, making effective presentations, résumé preparation and research techniques.

RHOT 161 ACCOMMODATIONS

This course introduces the learner to the principles of managing the accommodation facility of a hotel or resort. The guest cycle, beginning with the reservation request through to final accounting documentation is covered. Other topics include types of lodging, current trends in guest services, competitive tactics, condominium and timeshare operations, security and safety issues and contingency plans for emergency situations.

RHOT 162 SUPERVISORY FOOD AND BEVERAGE SERVICE

The food and beverage department plays an important role in the overall success of the operation at a resort or hotel. The purpose of this course is to introduce the fundamentals of food and beverage service and the impact it has on the success of the restaurant. The course will deal with the

elements of service through theoretical discussion and hands on practical service through Scholars Dining Room. The course will cover the theoretical components of customer service, restaurant sanitation, types of menus, menu terminology, types of food service, service of wine, suggestive selling, establishing and evaluating service standards, communications and handling the service with a computer system. The practical component will involve hands-on training through serving either in the College's Scholars Dining Room and/or at a college catered event.

RHOT 153 ORGANIZATIONAL LEADERSHIP FOR THE RESORT INDUSTRY

This course explores how individuals function effectively in organisations by examining behaviour from individual, small group, inter-group and organisational perspectives. A participatory model using experiential exercises illustrates how groups help or hinder the organisation. Topics include: communication models, strategies for effective leadership, leadership styles, motivational techniques, group dynamics and behaviour, stress management, delegation, organisational structure and change, and values and attitudes. Students learn how to become effective members of groups by working together towards common goals.

RHOT 154 HOSPITALITY HUMAN RESOURCES MANAGEMENT

Human resources management has a profound effect on the success of tourism operations. This course focuses on the critical issues that concern managers in the tourism and hospitality industries topics include: human resources development, recruiting and hiring the right people, appraisal procedures, challenges and trends and employment standards.

RHOT 163 MIXOLOGY AND OENOLOGY

This course covers product knowledge of wine, liquor and beer. Basic methods of mixing cocktails, practical applications and equipment used are taught. This course also covers the regulatory requirements of the Liquor Control and Licensing Bureau. Detailed analysis of major wine producing countries is a major component of this course. Students receive the provincially endorsed Responsible Beverage Service Program and, upon successful completion of the Provincial examination, receive a Serving it Right Certificate.

RHOT 164 FOOD AND BEVERAGE COST CONTROLS

Food and Beverage control is critical to the financial well-being of any food operation. Fundamentals of internal controls and information systems for food and beverage operations

will be covered. The course covers techniques of effective purchasing, receiving and production; sales control and food and beverage cost calculations. Labour cost control methods are explained and discussed.

RHOT 172 KITCHEN MANAGEMENT/ FOOD PREPARATION

This course studies fundamental skills necessary to function competently in a kitchen. This hands-on course studies covers aspects of food preparation and safety considerations. During the course the students prepare lunch in the College cafeteria, learn how to create “eye appeal” in food preparation and prepare food for an evening event.

RHOT 175 HOSPITALITY COMPUTER APPLICATIONS

Students explore the information needs of lodging properties and food service establishments. Through hands-on experience, students are given the opportunity to learn a food and beverage computer system and a front office computer system.

RHOT 180 FIELD TRIP

This course is a five day credit bearing field trip to visit hotels, resorts and restaurants. Although locations change from year to year, they typically include resort areas throughout Western Canada. This trip provides an excellent opportunity for students to examine established lodging and food and beverage facilities, and meet with hospitality industry personnel from general managers to front line staff.

RHOT 171 WORK TERM

This full-time paid work experience (May through September) is monitored by the College and evaluation is completed by the employer and program instructors. Experiential learning is effective because it provides students with opportunities to acquire supervisory skills and competencies that are applicable to their future careers. This approach recognizes that a supervisor requires significant practice of the principles and skills learned during study and looks to the industry to provide an environment in which this practice can take place. This work term gives students an opportunity to apply and extend academic knowledge while employed with qualified employers throughout B.C., Canada and the world.

Prerequisites

Successful completion of all courses in the first year of the RHOT program with a “C” or better.

RHOT 250 TOURISM MARKETING AND CUSTOMER SERVICE

The roles and functions of marketing in the hospitality/tourism industry are examined. The principles of customer service excellence and

service recovery are discussed in detail. Students are lead through the five steps of the marketing planning process discovering how the “nine P’s” are used in the marketing of tourism products and services. Students will learn how to conduct a situational analysis, the role of marketing research, segmentation practices, consumer behaviour and motivation, the five components of the Promotional mix in depth.

RHOT 259 MANAGEMENT COMMUNICATIONS

In this course students will learn skills to help them communicate more effectively. In addition to theories about intrapersonal, interpersonal and group dynamics, this course will incorporate a series of practical exercises. Topics include writing formal reports, making effective presentations, and preparing for and chairing meetings. Selected topics and case studies assist students in developing the skills necessary for successful communications in the hospitality industry.

RHOT 265 FOOD SERVICE MANAGEMENT

The Food and Beverage department at a hotel or resort is a high profile department and can be a substantial profit centre. The purpose of this course is to show how to effectively manage the food and beverage operation to provide desired levels of profitability and customer satisfaction. Through lectures and hands-on operations exercises the student will study food and beverage operations and learn how to analyze and implement changes that will affect the success of the food service department.

RHOT 269 ACCOUNTING

This course introduces students to basic terminology, concepts and principles of accounting. Accounting focuses on preparing, analysing and interpreting financial statements. Topics include: accounting as an information system, introduction to accounting theory, income measurement, traditional record keeping procedures, journals, cash and investments, balance sheet equations, the accounting cycle, and preparing working papers. Participants will work through the accounting cycle.

RHOT 272 HOSPITALITY LAW

This course outlines Canadian law applicable to the hospitality industry. The course material identifies areas where there may be potential legal problems and discusses rights and liabilities relative to relationships within the hospitality industry. Topics include: constitutional law, the definition of hotels and related establishments, hotel bookings, the common law of contract, reception and safety of guests and their property, property law dealing with the sale of goods, human rights, working conditions and labour relations, and insurance and ownership relations.

RHOT 282 DINING ROOM MANAGEMENT

This hands-on course gives a students a basic understanding of the principles of food production and service and practical skills and knowledge for the effective management of food and beverage service outlets. Emphasis is on training skills and human interaction techniques as well as quality control, financial controls and customer relations. Students are actively involved in the menu planning (both food and wine) for our dining room and special event functions.

RHOT 251 MARKETING II

In the contemporary world of hotel and resort management a solid understanding of marketing concepts and strategies is crucial. This course is an extension of Marketing I but differs in that the primary focus is on the practical application of marketing theory techniques and strategies, including: analysing the entirety of the marketing mix, creating a marketing audit instrument, development of a comprehensive marketing plan, building confidence in the design and application of tactics useful in sales and advertising and promotion.

RHOT 268 BUDGETING

Students learning to prepare departmental budgets and integrate them into a master budget.

RHOT 268 ENTREPRENEURIAL TRAINING

The principles and practices of developing a successful tourism or hospitality business are undertaken. Course work includes analysis, creating a vision, goals, financial and business plans, advertising and marketing applications, and research methods and techniques.

RHOT 270 CONVENTION, SALES AND CATERING SERVICES

Convention and meeting business is a significant part of the resort and hotel business. This course provides insight into the scope and various segments of the convention and banquet market and shows the relationship between professional service and operational success. The students will learn how to sell and service the convention and banquet business to ensure successful events.

RHOT 273 TOURISM AND THE CANADIAN ECONOMY

An introduction to basic micro and macro economics with applications to tourism and the Canadian economy. Topics include the operation of markets, costs of production, types of markets, inflation, growth, unemployment and exchange rates.

**RHOT 279 CONFLICT RESOLUTION/
NEGOTIATION**

Various topics are introduced and discussed including resolution styles, adversarial versus collaborative styles, dynamics of conflicts, and the uses/misuses of power. Cross cultural communication is also examined in the context of potential for conflict and misunderstanding in the work environment.

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SKI RESORT OPERATIONS AND MANAGEMENT

TWO-YEAR DIPLOMA AT TENTH STREET CAMPUS, NELSON

Program Calendar

2009

August 4 - Year 2 Fall term begins.

September 8 - Year 1 Fall term begins.

October 30 - Year 2 Fall term ends, work term begins.

December 18 - Year 1 Fall term ends.

2010

January 4 - Year 1 Fall Winter term begins.

February 15 - 19 Reading Break (*subject to change)

April 23 - Year 1 Winter term ends.

April 19 - 23 Year 2 Work Term Reports

August 3rd Year 2 Fall term begins.

*Late applications may be accepted if space is still available.

Program Objectives

The Ski Resort Operations and Management Program provides education and training in ski industry subjects for students who desire a career in the ski and snowboard industry. The curriculum contains specific industry course content not commonly available at post-secondary educational institutions.

The Ski Resort Operations and Management Program is reviewed annually by an advisory committee of senior ski industry representatives. Some courses may be subject to change.

The aim of this program is to accelerate the movement of graduates into supervisory and management level positions. The program relies heavily on the ski industry to provide direct exposure to actual ski facilities. Close contact with industry operations is provided through field trip visits that introduce students to industry supervisory and management personnel.

Field trips provide students with first-hand exposure to new construction and installations, snowmaking plants, ski lift designs, as well as to consumer and industry trade shows. Direct meetings with ski industry managers and supervisors at resorts visited give students a chance to explore job opportunities for their work semester and after graduation.

During the first three semesters which span 14 months, students take 23 courses focussed on tourism, business, and operational subjects that prepare them for a role in the ski and snowboard industry. Included in these first three semesters are three five-day field trips to different ski regions in British Columbia and Alberta.

Course of Studies

Translation Key: Ttl = Total course hours per term

Courses marked as (D) may also be available via Distance Education.

Course	Name	Ttl
Term 1		
SROM 150	Tourism: A Ski Industry Perspective	45
SROM 151	Tourism Marketing and Customer Service	45
SROM 155	Computer Applications	45
SROM 159	Business Communications I	45
SROM 169	Financial Accounting	45
SROM 170	Snow School and Special Events Management	45
SROM 171	Ski Area Planning	45
SROM 172 (D)	Ski Lift Functions, Maintenance and Regulations	45
SROM 180	Field Study	30
	Total:	390

Course	Name	Ttl
Term 2		
SROM 153	Organizational Leadership for the Resort Industry	45
SROM 154 (D)	Human Resources Management	45
SROM 156	Data Base Management and Web Design	45
SROM 157	Ski Retail/Rental Shop Management	45
SROM 158	Ski Area Risk Prevention and Management	45
SROM 160	Ski Resort Guest Services and Ticket Office Operations	30
SROM 166	Ski Resort Facilities Maintenance	30
SROM 173	Ski Resort Slope Grooming Operations	30
SROM 175	Snowmaking Systems Operations	30
SROM 184	Snow Safety/Ski Patrol Operations	30
SROM 190	Field Study	30
	Total:	405

Course	Name	Ttl
Term 3		
SROM 251	Ski Area Marketing, Advertising and Market Research	45
SROM 254	Ski Area Food and Beverage Administration	45
SROM 256	Ski Area Budgeting and Business Management	45
SROM 258	Human Resources Management for the Resort Industry	45
SROM 272	Ski Lift Operations	30
SROM 280	Ski Area Construction and Project Management	45
SROM 290	Field Study	30
	Total:	285

Course	Name	Ttl
Term 4		
SROM 288	Ski Resort Winter Work Term	500
	Total:	500

During the fourth semester, students undertake a 21-week paid work semester at a ski resort, which may lead to full-time employment. The work term is a co-operative education endeavour that involves both employer and college supervision of the students' work experience. Students choose their work placement and negotiate with employers to determine possibilities for job rotation and other learning opportunities. Students receive one on-site visit from an instructor during the work semester and must complete a major written report and verbal presentation to receive credit for this work term.

Career Potential

The ski industry in western Canada is well positioned to meet an increasing world-wide demand for high quality winter and summer mountain recreational facilities and Selkirk College graduates are in demand as the industry grows. The 2010 Olympics slated for Vancouver and Whistler B.C. will have an impact on ski resorts in both British Columbia and Alberta between 2005 and 2015 as they did for Calgary and Alberta for the 1988 Winter Olympics. Demand for new ski industry professionals is expected to increase in Western Canada over this period.

Graduates of the Ski Resort Operations and Management Program may follow a variety of ski resort career paths. The list below indicates just some of the departmental options available for our graduates.

TECHNICAL

Lift Operations
Lift Maintenance
Grooming Operations
Snowmaking Operations
Ski Patrol and Avalanche Control
Building Maintenance

SERVICE

Ski and Snowboard School
Rental Shop Operations
Retail Shop Operations
Food and Beverage Operations
Childminding Centers
Terrain Park Operations

ADMINISTRATIVE

Guest Services and Hosting
Ticket Office Sales
Human Resources and Payroll
Bookkeeping and Banking
Accounting / Budgeting
Reservations / Accommodations

MARKETING

Web Marketing
Resort Promotions
Special Events
Brochures
Consumer Shows
Communications

The seasonality of ski resort jobs results in somewhat higher rates of employee turnover than in non-seasonal businesses, and this creates opportunities for graduates to advance into supervisory and middle management positions. In fact, some students are able to secure supervisory positions for their work terms or shortly after graduation.

Graduates often need to find suitable summer employment that meshes with the ski season prior to becoming year round full time employees. Because our program provides "Transferable Skills" to our students, off season employment options in the summer tourism industry are readily available. Four season resorts also provide the opportunity for year around employment for some graduates from this program.

OTHER SKI INDUSTRY EMPLOYMENT OPTIONS

Cat Skiing Operations and Heliskiing Operations
Lift construction companies
Ski and Snowboard equipment manufacturers
Retail wholesale agencies
Sporting goods retail operations
Degree Program Transferability

Through curriculum articulation agreements, Ski Resort and Operations Management graduates from Selkirk College may receive two year's credit towards four-year bachelor's degrees from the following institutions:

- University of Lethbridge, Lethbridge, Alberta, Bachelor of Business Management
Website <http://www.uleth.ca/>
- Thompson Rivers University, Kamloops British Columbia, Bachelor of Tourism Management
Website <http://www.tru.ca/>
- Malaspina University College, Nanaimo British Columbia, Bachelor of Tourism Management
Website <http://www.mala.bc.ca/>

It is important to note that current tuition fees and costs of living in the West Kootenay can mean significant financial savings for Selkirk students who study in Nelson for the first two years before transferring to university or university colleges.

Course Descriptions

SROM 150 TOURISM: A SKI INDUSTRY PERSPECTIVE

This course provides an introduction to the tourism industry and its intrinsic relationship to the ski and snow-sports industry. This is accomplished by examining key elements of tourism, the interrelationship of the eight tourism sectors, and the impact of tourism as it relates to the ski and snow-sports industry. Ski industry job opportunities and snow-sports career paths are also explored.

SROM 151 TOURISM MARKETING AND CUSTOMER SERVICE

The roles and functions of marketing in the tourism industry are examined. The principles of customer service excellence and service recovery are discussed in detail. You are lead through the five steps of the Marketing Planning Process discovering how the "nine P's" are used in the marketing of tourism products and services. You will conduct a situational analysis (the first step of the Marketing Planning Process); assess the role of marketing; explain segmentation practices; explain consumer behaviour and motivation; and analyse the five components of the Promotional mix in depth.

SROM 153 ORGANIZATIONAL LEADERSHIP FOR THE RESORT INDUSTRY

One of the greatest challenges a ski resort manager faces is to create and maintain a harmonious and productive work group. Traditional leadership is applied to the unique demands of the seasonal resort industry. Through an examination of ones own leadership style as it relates to some of the common theories, you learn how to achieve these goals. Why people behave the way they do in an organization is studied along with motivation, group dynamics, delegation, decision-making and team building.

SROM 155 COMPUTER APPLICATIONS

This course provides the student with a general introduction to computers and Microsoft application software. Microsoft Word 2003, Excel 2003 and the integration of these programs is covered.

SROM 156 DATA BASE MANAGEMENT AND WEB DESIGN

The first segment of this course will cover the basic concepts of understanding, querying and maintenance of Microsoft Access 2003. In the second segment of the course the student will building of a three-page website using HTML coding and Notepad. "Behind the scenes" theory concepts including usability, navigation, consistency, writing content, simplicity, accessibility graphics, domain names, storage, publishing and reciprocal links will be reviewed.

SROM 157 SKI RETAIL/RENTAL SHOP MANAGEMENT

Key snow-sports retailing topics such as the buying activity, merchandising, mark-up, inventory control, and retail shop layout and design are introduced. There is an emphasis on ski and snowboard product retailing. Rental shop design, customer service procedures, and rental shop risk management issues are all examined. Guest speakers and visits to ski resort rental and retail operations provide additional depth and ski industry orientation to this course material.

SROM 158 SKI AREA RISK PREVENTION AND MANAGEMENT

This course concentrates on analysis and management of ski area risk potential in the context of a climate of increasingly aggressive litigation. You will use case studies and current ski industry issues to study risk identification and evaluation, risk control, skier and snowboarder safety, legal liability and waivers, workplace safety, recordkeeping, emergency procedures, risk financing and insurance.

SROM 159 BUSINESS COMMUNICATIONS I

This course deals with both written and oral communication skills. Topics include writing formal reports and other business correspondence, making effective presentations, résumé preparation and research techniques.

SROM 160 SKI RESORT GUEST SERVICES AND TICKET OFFICE OPERATIONS

An important interface between the ski resort and its customers occurs at the Guest Service and Ticket Sales office. This course examines the many facets of daily ticket office operations including: season pass sales systems, daily lift ticket sales, cash procedures, float control and sales/receipts balancing. Students are also exposed to controls required to limit both external and internal fraud. Guest services requires excellence in customer service. Exposure to quality customer service and the skills required for processing individuals and groups for a wide range of ski resort product sales rounds out the course content.

SROM 166 SKI RESORT FACILITIES MAINTENANCE

Effective management of a ski resort requires smooth functioning of all base area facilities including: parking lots, day lodges, and other customer service buildings. This course is designed to give students an insight into the complexity of ski resort base area infrastructure and building systems. Included is an examination of both the functioning and preventative maintenance of these important assets. Field trips and guest speakers are used to augment information presented in class.

SROM 169 FINANCIAL ACCOUNTING

This introductory accounting course incorporates important principles and concepts as it takes

you from the basic accounting equation to the preparation of the income statement and balance sheet. The classification of accounts and the use of special journals, worksheets and microcomputers are covered as are merchandise operations; valuation and control of cash, receivables and inventory; acquisition, depreciation and disposal of plant and equipment; and natural resources and intangibles.

Equivalents:
COMM 240.

SROM 170 SNOW SCHOOL AND SPECIAL EVENTS MANAGEMENT

This course examines the design of snow school programs and special events to fit with ski area marketing, financial and operational objectives. You will study ski and snowboard school operations from a management perspective emphasizing the role of the ski school in skier education, the creation and retention of new skiers and riders, and financial contribution to the ski area. The course also covers the organization and staffing, budgeting, marketing and risk management, as they apply to the snow school and special events.

SROM 171 SKI AREA PLANNING

This course begins with a study of mapping and moves through a wide range of subjects including: environmental analysis, base area analysis, soil study, run planning, forestry practice, lift placement, avalanche hazard analysis, mountain circulation, run and lift capacities, base facility capacities, capacity balancing, expansion planning, government relations, master planning, and project management. A strong complement of field work augments classroom hours.

SROM 172 SKI LIFT FUNCTIONS, MAINTENANCE AND REGULATIONS

Ski lifts are the defining uphill transportation equipment of the ski and snow-sport resort industry. Structured into three topic areas, this course is designed for students who will work in the ski industry regardless of previous experience. Part one covers the various mechanical components of a ski lift to develop a solid understanding of how ski lifts function. Part two provides an overview of the maintenance tasks required to keep ski lifts operating safely and efficiently. Part three helps develop an understanding of the regulations and regulatory agencies that promote safe lift operations and safe maintenance practice. This course is available via Distance Education.

SROM 173 SKI RESORT SLOPE GROOMING OPERATIONS

Students become familiar with the snow groomer mechanical systems and operating characteristics of industry standard snow grooming vehicles and snow grooming implements used in the ski and snow-sports industry. In addition, students learn about best grooming practices, groomer operator training, grooming equipment scheduled and

preventive maintenance, and maintenance record keeping. Specialty uses of modern snow groomer adaptations for winch cat operation and pipe grinding will also be examined. One field trip and a ride-along opportunity at a local ski resort provide some practical knowledge about ski resort slope grooming operations.

SROM 175 SNOWMAKING SYSTEMS OPERATIONS

Without snow making systems in place, many ski areas would cease operations. This course begins with an exploration of snowmaking systems operations, the review of basic snow physics and meteorology, includes snowmaking system and water and power requirements, system design and construction, and snowmaking system operation. The importance of cost-effective, efficient operation of snowmaking systems is emphasized.

SROM 180 FIELD STUDY

This course consists of a five day credit bearing field trip to visit ski areas. Although venues change from year to year, they typically include major ski resorts and regions throughout western Canada. The purpose of these visits is to talk with ski area managers and supervisors, on location, about their operations and to inspect those operations. These trips provide an excellent opportunity for candid conversations with ski industry personnel from general managers to line staff, as well as an excellent opportunity to examine facilities and equipment.

SROM 184 SNOW SAFETY/ SKI PATROL OPERATIONS

Snow safety concerns begin with avalanche hazards. Students study avalanche phenomena and avalanche terrain, mountain weather and snowpack features, avalanche hazard evaluation and avalanche control measures. In addition, the course addresses avalanche safety and rescue and the role of avalanche hazard identification in ski area planning. Ski Patrol topics include first aid standards, accident investigation, patrol staffing and training, skier safety measures and facilities and equipment.

SROM 190 FIELD STUDY

This course consists of a five day credit bearing field trip to visit ski areas. Although venues change from year to year, it typically includes major ski resorts and regions throughout western Canada. The purpose of this visit is to talk with ski area managers and supervisors, on location, about their operations and to inspect those operations. Often the ski area visit provides "hands-on" supplements to the contents of on-going SROM courses and involve field work assignments. This trip provides an excellent opportunity for candid conversations with ski industry personnel from general managers to line staff, as well as an excellent opportunity to examine facilities and equipment.

SROM 251 SKI AREA MARKETING, ADVERTISING AND MARKET RESEARCH

In today's competitive recreation and tourism marketplace, competent ski area operators understand the essential role marketing plays in keeping ski lifts, cafeterias and lodges busy. In SROM 251 you will explore how ski resorts use primary and secondary market research, advertising media, the internet, brochures, consumer ski shows and news releases to boost skier visits. As much as possible, you will apply your studies to hands-on projects that allow you some direct experience in applying marketing concepts and methods to actual ski resort case studies and/or projects that offer direct involvement with ski resort marketing activities.

SROM 254 SKI AREA FOOD AND BEVERAGE ADMINISTRATION

This course provides an overview of food and beverage operations with major emphasis on ski area operations. Students learn how to utilize effective cost controls for the operations. Menu development and analysis as well as basic layouts for food and beverage areas are studied including an emphasis on cafeteria (mass feeding) operations.

SROM 256 SKI AREA BUDGETING AND BUSINESS MANAGEMENT

The material covered in Ski Area Budgeting and Business Management will introduce students to the analysis of financial data for a standard Income Statement and Balance Sheet. Financial ratios that are normally used to predict the business health of a ski resort will be covered. Using CVP numerical analysis, students will learn the impact of future proposed financial changes on the fiscal health of a ski resort's finances. Problem solving will help students to understand these financial concepts. Creation of budget templates on EXCEL spreadsheets for "wages and salaries", and "departmental contribution margin" will round out the course content.

SROM 258 HUMAN RESOURCES MANAGEMENT FOR THE RESORT INDUSTRY

As labour markets tighten around the globe, good human resources management is essential to attracting and retaining effective staff. This is particularly true in seasonal resorts and ski areas where the link between staff and the guest is so critical. Innovative approaches to human resources management are necessary to recruit and retain the right people in the industry. In this course you will focus on the critical issues that concern managers in the tourism industry: human resource planning, recruitment and selection, orientation, training and development, performance management and progressive discipline, challenges and trends, employment standards and labour relations.

SROM 272 SKI LIFT OPERATIONS

SROM 272 is a continuation of SROM 172. Ski Lift operational considerations form the primary focus of this course. You will learn about lift capacity, standard and emergency operating procedures, lift operations supervision, lift operator training, lift operations budgeting, and planning and managing lift maintenance requirements. You will also enhance your understanding of the different types of ski lifts through examination of the broad range of passenger ropeways available for use in the ski industry, from simple rope tows to technologically advanced multiple haul rope systems. SROM 272 incorporates elements of *LIFT 150 Ski Lift Operations Train-the-Trainer*, a course created by Selkirk College for lift operations personnel. You will have the opportunity through the LIFT 150 portion of the course to earn the LIFT 150 certificate, a credential required the BC Safety Authority to train lift operators in British Columbia.

SROM 280 SKI AREA CONSTRUCTION AND PROJECT MANAGEMENT

Students review topics pertaining to managing and overseeing on-mountain construction. The course surveys the various stages of lift, run and base facilities construction including techniques and equipment used. Emphasis is placed on environmental impact mitigation practices and includes project scheduling using the PERT method, the bidding process, and project supervision.

SROM 288 SKI RESORT WINTER WORK TERM

Each student works as a paid, full-time employee at a ski and snow-sports resort. With assistance from ski course instructors, a suitable work opportunity is arranged at a ski resort that suits the individual's experience and work term goals. Depending on the ski resort employer, students may wish to arrange a job rotation schedule that places him/her in various operations at the resort to ensure the widest possible range of experience. Student performance during the work semester is evaluated jointly by the student's employer and a ski course instructor.

SROM 290 FIELD STUDY

This course consists of a five day credit bearing field trip to visit ski areas. Although venues change from year to year, this field trip normally includes a visit to Whistler/Blackcomb Ski Resort. The purpose of these visits is to talk with ski area managers and supervisors, on location, about their operations and to inspect those operations. These trips provide an excellent opportunity for candid conversations with ski industry personnel from general managers to line staff, as well as an excellent opportunity to examine facilities and equipment. Students have the opportunity to engage in screening interviews with resorts visited on this final major field trip.

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international education

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INTERNATIONAL OPPORTUNITIES

Selkirk College students also have access to international work and study programs. Selkirk International offers assistance and information for international exchanges, internships and degree completion at partner institutions.

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Take our Summer Tour and improve your English with new friends while surrounded by the Kootenays' scenic beauty. Or combine English with some of Canada's best skiing and snowboarding in our Winter Tour.

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There is a growing global demand for qualified English language teachers. Selkirk can help you get your Teaching English to Speakers of Other Languages (TESOL) Diploma to help you reach new educational horizons.

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This program provides students with the advanced business competencies and skills needed to become competitive as business employees and owners in our globalized market place. The Advanced Diploma in International Business is designed to enhance students' skills in cross-cultural communication and leadership.



ENGLISH LANGUAGE PROGRAM

CERTIFICATE – DEPENDING ON STUDENT ENTRY LEVEL, THE PROGRAM LENGTH VARIES FROM ONE TO SIX SEMESTERS AT CASTLEGAR CAMPUS

Program Calendar

SPRING 2009

- April 30 - May 1 - Orientation for new ESL students
- May 4 - Classes start
- July 17 - Classes end
- Exam Period - July 20 - 22

Program Summary

Selkirk International offers a comprehensive, full-time program in English language studies on the Castlegar Campus. Courses in grammar, writing, reading, and oral communication are offered over six levels. Students who wish to improve their language skills for personal communication, for further academic studies, or for a future career will benefit from this program. Short-term summer and winter English study and recreation programs are also available for groups.

The English Language Program includes instruction in all English skill areas at fundamental, intermediate, and advanced stages over five different levels. A college bridge program is offered at Level 06.

Students at all levels have a choice of oral communication seminars as well as additional elective courses. Advanced students may choose courses with either a communicative or an academic focus. The full English Language Program consists of an average of 22 hours of classes per week, depending on level and course selection.

Additional Information

Students at advanced levels in the English Language Program may also enrol in a limited number of other courses in other college program areas, such as University Transfer and Business Administration. Enrolment in such courses must be approved by the International Education Department and will depend upon the student's level of English and skill level in the subject area, the prerequisite requirements of the course(s) desired, and the availability of space in each course.

Students who complete Level 05 and wish to continue their study of English can enrol in Level 06 and Provincial Level English 51, as well as in additional courses offered in other college programs. Please note: Level 06 courses may not be offered in all semesters.

Course of Studies

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week;

Sem = Seminar Hours per week;

Course	Name	Lec	Lab	Sem
	Term 1			
EASL 015	Level 01 - High Beginning Grammar	6	0	0
EASL 016	Level 01 - High Beginning Writing	2	0	0
EASL 017	Level 01 - High Beginning Reading	6	0	0
EASL 018	Level 01 - High Beginning Communications	4	0	2
EASL 025	Level 02 - Intermediate Grammar	6	0	0
EASL 026	Level 02 - Intermediate Writing	2	0	0
EASL 027	Level 02 - Intermediate Reading	6	0	0
EASL 028	Level 02 - Intermediate Communications	4	0	2
EASL 032	Computers With English I	0	2	0
EASL 035	Level 03 - Upper Intermediate Grammar	6	0	0
EASL 036	Level 03 - Upper Intermediate Writing	2	0	0
EASL 037	Level 03 - Upper Intermediate Reading	6	0	0
EASL 038	Level 03 - Upper Intermediate Communications	4	0	2
EASL 045	Level 04 - Advanced Grammar	4	0	0
EASL 046	Level 04 - Advanced Writing	4	0	0
EASL 047	Level 04 - Advanced Reading	6	0	0
EASL 048	Level 04 - Advanced Communications	4	0	2
EASL 055	Level 05 - Upper Advanced Grammar	4	0	0
EASL 056	Level 05 - Upper Advanced Writing	2	2	0
EASL 057A	Level 05 - Academic Reading	4	0	0
EASL 057B	Level 05 - Literature	4	0	0
EASL 058	Level 05 - Upper Advanced Communications	4	0	2
EASL 065	Level 06 - College Bridge Advanced Grammar	2	0	0
EASL 067	Level 06 - College Bridge Advanced Reading	2	0	0
EASL 068	Level 06 - Advanced Bridge Communications	4	0	2
EASL 072	Computers With English II	0	2	0
EASL 091-A	Music	0	0	2
EASL 091-B	Photography	0	0	2
EASL 091-C	Movies	0	0	2
EASL 091-D	Making Videos	0	0	2
EASL 091-E	Theatre	0	0	2
EASL 092-A	Volunteering	0	0	2
EASL 092-B	Community Contact	0	0	2
EASL 092-C	Canadian Studies	0	0	2
EASL 092-D	Leadership	0	0	2
EASL 093-A	Academic Preparation	0	0	2
EASL 093-B	Business Communications	0	0	2
EASL 093-C	Tourism Communications	0	0	2
EASL 093-D	Teaching and Learning a Language	0	0	2
EASL 093-E	Area Studies	0	0	2
EASL 094-A	Global Cooking	0	0	2
EASL 094-B	International Recreation	0	0	2
EASL 094-C	Outdoor Recreation	0	0	2
EASL 094-D	Nature Studies	0	0	2
EASL 094-E	Skiing/Snowboarding	0	0	2
EASL 095-A	Conversation	0	0	2
EASL 095-B	Pronunciation	0	0	2
EASL 095-C	Current Issues	0	0	2
EASL 095-D	Selected Topics	0	0	2
TOFL 051	TOEFL Test Preparation	2	0	0
TOIC 051	TOEIC Test Preparation	2	0	0
TREC 159	Business Communications	4	0	0
	Total:	106	6	58

Graduating students may apply for admission to other college programs. Successful completion of Level 5 of the English Language Program and English 51 with a grade of “C” or better is required for entry to most programs.

Program Objectives

The objective of the program is to provide students with the language skills to communicate effectively in an English-speaking environment, as well as to succeed in college and university courses. Certificates are offered upon successful completion of different levels of the program.

Summer or Winter Tours

Selkirk College offers a variety of group summer and winter English Study and Recreation Programs from two to four weeks for college students, Elderhostel (mature students) and special interest groups. These programs combine conversational English and recreational activities, and allow students to experience Canadian nature, family life and culture. Students enjoy great golf, canoeing, and hiking in summer; or skiing or snowboarding at one of Canada’s finest ski areas in winter.

Note: Student authorizations/visas are not required for short-term programs of six months or less.

Admission Requirements

Applicants must meet Selkirk College general or international student admission requirements. International applicants seeking admission must be at least 18 years of age, and must have successfully completed the equivalent of British Columbia Grade 12. Applications should be received at least two months before classes begin.

New students will be interviewed, tested and placed according to their skill levels and needs.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Course Descriptions

EASL 015 LEVEL 01 - HIGH BEGINNING GRAMMAR

Students identify and practice basic grammatical structures in both written and oral form, including the simple present, past, and future verb tenses; question forms; plural and singular nouns; and time/number concepts.

EASL 016 LEVEL 01 - HIGH BEGINNING WRITING

Students begin to use the writing process, including generating ideas, outlining, drafting, and revising. They produce basic simple and compound sentences, standard punctuation, and identify elements of a paragraph.

EASL 017 LEVEL 01 - HIGH BEGINNING READING

Students develop basic vocabulary building with prefixes, suffixes and root words; use skimming and scanning techniques; and practice using a dictionary.

EASL 018 LEVEL 01 - HIGH BEGINNING COMMUNICATIONS

Communications is a high beginning course. Students form simple phrases and questions, report personal and factual information, use common functional words and phrases, and practice high frequency grammatical structures.

EASL 025 LEVEL 02 - INTERMEDIATE GRAMMAR

Students identify and use the following structures: verb tenses such as simple present, present progressive, simple past, past progressive, and future;

parts of speech such as nouns, pronouns, modals, prepositions, adjectives and adverbs; simple and complex questions; count and non-count nouns and articles.

Prerequisites:

EASL 015 with a grade of “C” or better, or equivalent.

EASL 026 LEVEL 02 - INTERMEDIATE WRITING

Students develop their skills using the writing process, including generating ideas, outlining, drafting and revising. They produce simple, compound and complex sentences; use connectors; practice punctuation and capitalization techniques; and develop descriptive and narrative paragraphs.

Prerequisites:

EASL 016 with a grade of “C” or better, or equivalent.

EASL 027 LEVEL 02 - INTERMEDIATE READING

Students continue to develop their vocabulary, use skimming and scanning techniques, identify main ideas in a text, and understand meaning from context.

Prerequisites:

EASL 017 with a grade of “C” or better, or equivalent.

EASL 028 LEVEL 02 - INTERMEDIATE COMMUNICATIONS

Students communicate basic needs related to personal and factual topics; develop vocabulary for everyday, informal conversation; demonstrate control of simple grammar; use some connectors in discourse; practice rhythm and stress patterns; and communicate in some authentic situations.

Prerequisites:

EASL 018 with a “C” or better, or equivalent.

EASL 032 COMPUTERS WITH ENGLISH I

Students become familiar with word processing and the internet. They develop proficiency with Windows 2000 and XP, Microsoft Word and Microsoft PowerPoint.

EASL 035 LEVEL 03 - UPPER INTERMEDIATE GRAMMAR

Students identify and use a variety of grammatical structures, including verb tenses; compound sentences with connectors; gerunds and infinitives; adjective and noun clauses; comparative and superlative forms; quoted and reported speech; and conditional sentences.

Prerequisites:

EASL 025 with a grade of “C” or better, or equivalent.

EASL 036 LEVEL 03 - UPPER INTERMEDIATE WRITING

Students apply components of the writing process, including generating ideas, outlining, drafting and revising; produce accurate simple, compound and complex sentences; use connectors and transition devices; use standard punctuation and capitalization techniques; and produce well-structured descriptive and narrative paragraphs.

Prerequisites:

EASL 026 with a grade of “C” or better, or equivalent.

EASL 037 LEVEL 03 - UPPER INTERMEDIATE READING

Students continue to develop reading strategies such as skimming and scanning; identify the main idea of paragraphs and longer passages; make predictions of content; separate fact from fiction; and develop an expanded reading vocabulary.

Prerequisites:

EASL 027 with a grade of “C” or better, or equivalent.

EASL 038 LEVEL 03 - UPPER INTERMEDIATE COMMUNICATIONS

Students take an active role in initiating, sustaining and closing social conversations; practice using vocabulary and idioms relevant to discussions and presentations on familiar topics; produce and comprehend a range of communicate functions; demonstrate correct usage of a range of grammatical structures; demonstrate understanding of appropriate body language, formal and informal language and nuance in familiar contexts; and practice projection, pitch, intonation and stress patterns.

Prerequisites:

EASL 028 with a “C” or better, or equivalent.

EASL 045 LEVEL 04 - ADVANCED GRAMMAR

Students develop fluency and practice in the use of all verb tenses, including simple and progressive present; past and past progressive; present, past and progressive perfect; and future. They use adverb clauses of time and the passive, and practice with models of social interaction.

Prerequisites:

EASL 035 with a grade of “C” or better, or equivalent.

EASL 046 LEVEL 04 - ADVANCED WRITING

Students develop, write, revise and edit assigned text; produce accurate complex sentences; refine

use of connectors and transition devices; produce well-structured single and multi-paragraph compositions in a variety of genres; and demonstrate awareness of audience, purpose and effect.

Prerequisites:

EASL 036 with a grade of “C” or better, or equivalent.

EASL 047 LEVEL 04 - ADVANCED READING

Students practice skimming and scanning using a variety of passages; recognize figurative language; differentiate between fact, opinion and inference; summarize main ideas and supporting details; and demonstrate understanding of new vocabulary by using context, clues, and sentence analysis.

Prerequisites:

EASL 037 with a grade of “C” or better, or equivalent.

EASL 048 LEVEL 04 - ADVANCED COMMUNICATIONS

Students show an awareness of spoken language according to purpose, topic and audience; produce and comprehend a range of communicative functions; use a variety of complex sentence structures; demonstrate an expanded inventory of concrete and idiomatic words and phrases; express ideas and opinions on various topics inside and outside the classroom; and use appropriate sound, rhythm and stress patterns.

Prerequisites:

EASL 038 with a “C” or better, or equivalent.

EASL 055 LEVEL 05 - UPPER ADVANCED GRAMMAR

Students will develop fluency and confidence using complex structures, including advanced forms of gerunds and infinitives; adjective, noun, and adverbial clauses; and coordinating and correlative conjunctions.

Prerequisites:

EASL 045 with a grade of “C” or better, or equivalent.

EASL 056 LEVEL 05 - UPPER ADVANCED WRITING

Students develop, write, revise and edit essays in various forms, including comparison/contrast, cause/effect and argumentative; use a range of complex structures and vocabulary appropriate to audience, purpose, and effect; refine use of connectors and transition devices to create coherence and unity; organize well-developed five paragraph essays containing introductory, body and concluding paragraphs; identify and write a thesis statement; and begin to use basic referencing techniques.

Prerequisites:

EASL 046 with a grade of “C” or better, or equivalent.

EASL 057-A LEVEL 05 - ACADEMIC READING

Academic Reading is an upper advanced course. Students practice skimming and scanning techniques; summarize information and ideas in short and long academic passages; practice critical reading; recognize author’s purpose, attitude and tone; and demonstrate understanding of new vocabulary through use of context clues, and word/sentence analysis.

Prerequisites:

EASL 047 with a grade of “C” or better, or equivalent.

EASL 057-B LEVEL 05 - LITERATURE

Students recognize major themes in literature as they read and discuss short stories, poetry and essays from different cultures. They analyze and evaluate text critically; develop an awareness of style and tone; use context and word parts to increase vocabulary; and understand a range of literary terms.

Prerequisites:

EASL 047 with a grade of “C” or better, or equivalent.

EASL 058 LEVEL 05 - UPPER ADVANCED COMMUNICATIONS

Students participate in complex conversations, activities and situations requiring a range of communicative functions; produce and comprehend complex vocabulary including idioms, colloquial expressions and technical terminology; accurately use a wide range of language structures with few errors; comprehend and respond to discourse about less familiar topics; and utilize appropriate tone, nuance and register in extended natural speech.

Prerequisites:

EASL 048 with a “C” or better, or equivalent.

EASL 065 LEVEL 06 - COLLEGE BRIDGE ADVANCED GRAMMAR

Students identify weaknesses in their writing and grammar, and refine their skills through self and peer editing, discussion and practice. There is a focus on common sentence problem areas such as fragments, splices, run-ons and misplaced and dangling modifiers, as well as paragraph and essay development.

Prerequisites:

EASL 055 Grammar with a grade of “C” or higher or equivalent skills.

EASL 067 **LEVEL 06 - COLLEGE BRIDGE ADVANCED READING**

Students read, analyze and discuss a variety of novels, with a focus on character, plot, setting, tone, and theme; and demonstrate understanding through presentations and summaries.

Prerequisites:

EASL 057 A and EASL 057B with a grade of “C” or equivalent skills.

EASL 068 **LEVEL 06 - ADVANCED BRIDGE COMMUNICATIONS**

Students initiate and participate in a range of complex communicative tasks. They comprehend and use advanced structures with few errors; respond to abstract ideas about various topics; maintain and extend an exchange; demonstrate leadership and independence through group projects; understand natural speech presented through various forms of media; and participate in peer and self-evaluation. Accuracy, fluency, comprehension and quantity of speech will be reinforced through dialogue, role-play, presentations, group projects, listening exercises and other communicative tasks.

Prerequisites:

EASL 058 with a grade of “C” or higher, or equivalent skills.

EASL 072 **COMPUTERS WITH ENGLISH II**

Students become familiar with more advanced computer applications, including FrontPage, Microsoft Excel and PowerPoint.

Prerequisites:

EASL 032 with a grade of “C” or better, or equivalent.

EASL 091-A **MUSIC**

Students gain fluency and practice in the use of spoken English through the medium of music. They develop vocabulary and reading skills, including an awareness of idiomatic language; practice rhythm and intonation of colloquial English; increase understanding of music from other cultures; and enhance confidence in English by speaking and performing in a group.

Corequisites:

Current enrollment in an English Language Program Communications course.

EASL 091-B **PHOTOGRAPHY**

Students practice their conversational English skills while learning about the art of photography. They become familiar with various equipment (digital, manual, automatic), improving picture taking, use pinhole cameras, make photo-grams, visit galleries and studios, listen to guest photographers, and go out into the field to experiment

with newfound skills. Students are expected to have their own cameras, (although other cameras will be available to share), and supply and develop their own film.

Corequisites:

Current enrollment in an English Language Program Communications course.

EASL 091-C **MOVIES**

Students develop their ability to comprehend authentic samples of speech based on dialogue from popular motion pictures; improve speaking and listening skills through pre- and post-viewing discussion and presentations; and increase cultural awareness by viewing films from other cultures in a variety of genres.

Corequisites:

Current enrollment in an English Language Program Communications course.

EASL 091-D **MAKING VIDEOS**

Students gain confidence and fluency in their use of English by creating a fictional video. Students work cooperatively to script, design, plan, act in, and produce a movie (15 minutes in length) by the end of the semester.

Corequisites:

Current enrollment in an English Language Program Communications course.

EASL 091-E **THEATRE**

Students build confidence in presentation skills and non-verbal communication through skits, role-plays, mimes, theatre sports and performances. There is an emphasis on improving pronunciation, intonation and projection; working cooperatively with a group to develop a performance; and practicing directing skills.

Corequisites:

Current enrollment in an English Language Program Communications course.

EASL 092-A **VOLUNTEERING**

Students develop fluency and confidence in communicative English while volunteering in business, educational and service settings within the community. Initially, the students participate in classroom activities in preparation for their volunteer placements. For the majority of the semester, the students volunteer weekly for a minimum of two hours. They then do presentations based on their volunteer experiences.

Corequisites:

Current enrollment in an English Language Program Communications course.

EASL 092-B **COMMUNITY CONTACT**

Students practice English outside of the classroom while becoming familiar with Castlegar and the surrounding area. Students develop their speaking and listening skills while visiting a variety of cultural, educational and service settings in the community. Assignments and projects are based on field experiences.

Corequisites:

Current enrollment in an English Language Program Communications course.

EASL 092-C **CANADIAN STUDIES**

Students learn about fundamental Canadian geography, history, and politics in the local community and/or from a national perspective. Various printmedia, videos, local events and guest speakers are employed to give international students a “hands-on” experience of life in Canada.

Corequisites:

Current enrollment in an English Language Program Communications course.

EASL 092-D **LEADERSHIP**

Students discuss and practice elements of practical leadership as they work cooperatively on a service and/or community project. They improve listening and speaking skills by participating in class discussion, project planning and implementation; interact with guest speakers from the community; and increase cultural awareness by learning about leadership styles and issues in various contexts.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 093-A **ACADEMIC PREPARATION**

Students focus on their academic speaking, listening, and note-taking skills. In particular, students are encouraged to extend their comprehension through increasingly advanced and technical material including lectures and authentic college-level videos. In addition, students are expected to critically reflect on and discuss the information presented.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 093-B BUSINESS COMMUNICATIONS

Students develop and practice a variety of language skills for use in business. They participate in class discussion and make presentations on business related topics; increase cultural awareness by exploring assumptions and practices in international business contexts; develop a resume; and interact with native speakers from the business community.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 093-C TOURISM COMMUNICATIONS

Through classroom lectures, readings, group projects and field trips, students enhance their understanding of the tourism industry. There is a focus on the social and economic impact of tourism, customer service, employment opportunities, and Canadian tourism destinations.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 093-D TEACHING AND LEARNING A LANGUAGE

Students learn various methods and strategies for teaching a language. They practice these methods by analyzing their own language and developing lessons to teach other students. Areas of focus include pronunciation, grammar, vocabulary, phrases, simple conversations, games and songs.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 093-E AREA STUDIES

This course provides opportunities for students to practice communicative language skills in preparation for enrolment in another college program, such as university transfer or tourism diploma programs.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 094-A GLOBAL COOKING

Students gain fluency and confidence in communicative English while preparing multi-course menus from a variety of cultures. They develop vocabulary related to food items and preparation; use colloquial English while working collaboratively with others; practice practical cooking skills; increase awareness of cross-cultural food-related practices and understandings; and interact with native speakers participating as guest chefs.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 094-B INTERNATIONAL RECREATION

Students increase communicative skills as they learn and teach both the rules and the methods of various recreational activities. Students are expected to lead sports and recreational activities popular in their cultures.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 094-C OUTDOOR RECREATION

Students develop their speaking and listening skills as they receive instruction in, discuss, and enjoy outdoor activities popular in the Kootenay area. Activities may include, but are not limited to canoeing, hiking, and golfing.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 094-D NATURE STUDIES

Students learn the nature of various regional flora and fauna and experience the West Kootenays as a diverse and unique geographical area. Student use English both in and out of the classroom to enhance their developing communication skills while experiencing nature, local history, and geography.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 094-E SKIING/SNOWBOARDING

Students improve reading, speaking and listening skills through ski industry based readings, presentations and discussions. They interact with native speakers as they experience excursions to various local ski areas.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 095-A CONVERSATION

Students develop their understanding and use of communicative strategies as they participate in discussions on multi-cultural topics of interest to Canadian and international students.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 095-B PRONUNCIATION

Students recognize the major components of the English sound system such as stress, rhythm, intonation, vowels, diphthongs, and consonants; understand how these components contribute to expression of meaning; perceive these features in their own speech; and use specific strategies to improve their pronunciation.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 095-C CURRENT ISSUES

Students read, discuss and debate various current issues and topics using a variety of local and national newspapers and periodicals. Guest speakers from other college program areas and the community will periodically join class discussions.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

EASL 095-D SELECTED TOPICS

Students practice communicative language skills while exploring topics of interest to students and faculty members in the department. Topics may change from semester to semester and may include: intercultural communication, gender roles, media studies, and global economic shifts.

Corequisites:

EASL Current enrollment in an English Language Program Communications course.

TOFL 051 TOEFL TEST PREPARATION

Students are introduced to the new computer based format, and prepare for the listening comprehension, structure and written expression, reading, and essay writing sections of the TOEFL test. The TOEFL results are used for admission and placement at colleges and universities around the world.

Prerequisites:

EASL Level 02 with a grade of "C" or better, or equivalent.

TOIC 051 TOEIC TEST PREPARATION

Students become familiar with TOEIC testing methods, questions, and techniques. Selkirk College is an official TOEIC testing site, so students have the opportunity to register and take the exam following the course.

Prerequisites:

EASL Level 02 with a grade of "C" or better, or equivalent.

TREC 159 **BUSINESS COMMUNICATIONS**

Students are introduced to business communication tools including reports, memos, business letters, resumes, oral presentations and visual aids. They gain significant business-related reading, writing and speaking practice. ESL strategies are emphasized to give students the skills to become effective cross-cultural communicators. These strategies include clarity of written and spoken English, appropriate vocabulary and cultural variations in business organizations.

Prerequisites:

EASL 048 with a grade of "C" or better, or equivalent.

Contact

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Program Summary

There is a growing global demand for qualified English language teachers. The one semester TESOL Advanced Diploma Program will provide Canadian and international students with an intensive overview of the fundamental elements of teaching English to speakers of other languages.

The program will facilitate student knowledge and understanding of second language teaching theory and methodology. Skills will be developed through classroom and practicum assignments focusing on teaching English writing, reading, communications and grammar. Practice teaching within the Selkirk College English Language Program will provide students with concrete experience. A TESOL Advanced Diploma from Selkirk College will be awarded to successful graduates.

The program includes course work in the areas of second language acquisition theory and linguistics, curriculum design, materials development, intercultural communication, classroom management and assessment. The program consists of 21 hours a week of classes and practicum. Over the one semester program, there is a total of 294 contact hours - 252 hours of classes and coursework and 42 hours of practicum that includes practice teaching, observation and meeting with experienced English language teachers.

Admission Requirements

Applicants must have successfully graduated from a degree or diploma program from a recognized institution, or have completed at least two years of post-secondary education. Prior work or volunteer educational experience, preferably with second language learners, and/or course work in education is desirable. Entrance requirements include an average of C+ in prior course work, an interview, and an essay. Applicants who are speakers of other languages must provide evidence of a minimal TOEFL score of 213 (computer), an IELTS score of 6.5, or have completed Level 5 (Upper Advanced) in the Selkirk English Language Program and English 090.

NOTE: To be eligible for an Advanced Diploma recognized by TESL Canada, applicants who are speakers of other languages must have a TOEFL score of 550 (pbt) or 213 (cbt) AND a TSE minimum score of 6 and a TWE minimum score of 5.

Program Expenses

Fees: \$2650.00 (Canadian students); \$3950.00 (International Students).

Visit selkirk.ca/tuition/ for approximate fee information.

Course of Studies

Course	Name
TSOL 102	Second Language Acquisition and Theory
TSOL 104	Classroom Practice and Organization
TSOL 106	English Language Curriculum and Materials Development
TSOL 108	Language and Culture
TSOL 110	Practicum Experience and Seminar
TSOL 112	Grammar and Phonology
TSOL 114	Testing and Evaluation
TSOL 116	Computer Assisted Language Learning (CALL)

Please check with the program contacts for Teaching English to Speakers of Other Languages (TESOL) for any additional information

Course Descriptions

TSOL 102-3 SECOND LANGUAGE ACQUISITION AND THEORY

This course examines first and second language acquisition (SLA) from a theoretical and applied point of view. Consideration are given to sociolinguistic influences as well as historical and current methods for second language acquisition. The theoretical understandings developed in this course are designed to contribute to a teacher's own philosophy, style, approach and classroom techniques.

TSOL 104-3 CLASSROOM PRACTICE AND ORGANIZATION

This course prepares students to make the successful transition to teaching in the English Language classroom. Both theoretically and practically, students explore the needs and challenges of effective classroom organization and management. Current approaches, learner variables, situational context, and task development are considered with the goal of creating a learner-centred classroom focused on student success.

TSOL 106-3 ENGLISH LANGUAGE CURRICULUM AND MATERIALS DEVELOPMENT

Students are provided with an introduction to English language curriculum studies in the context of current approaches to teaching English as an additional language. The course includes a focus on the specific language skills of listening, speaking, reading and writing, as well as the integration of these skills within a curriculum. Students have opportunities to work with and develop materials

related to these language skills. Student work in this course can be applied to lesson preparation for the TESOL program practicum.

TSOL 108-3 LANGUAGE AND CULTURE

This course examines differing world views of language and culture, cultural patterns and the role of English in a multicultural context. The course is designed to encourage students to discover and challenge their own cultural assumptions and values, and to apply their research and further understanding to their teaching principles and strategies in the second language classroom.

TSOL 110-4 PRACTICUM EXPERIENCE AND SEMINAR

A teaching practicum is an integral part of the TESOL program. Students participate in formal classroom observations and then proceed to solo practice teaching. Students have the opportunity to choose specific skill area classes to focus on within the extensive Selkirk College English Language program. Through observation, practice teaching, evaluation and review, students are able to gain firsthand experience. Experienced instructors in the program provide guidance, supervision and ongoing support. A one-hour weekly group seminar provides the opportunity for students to share and reflect on their experience.

TSOL 112-3 GRAMMAR AND PHONOLOGY

This course provides students with an overview of common grammar structures and opportunities to discuss and develop different ways of incorporating grammar in an English Language program curriculum.

TSOL 114-1 TESTING AND EVALUATION

This course focuses on basic concepts and constructs of language assessment. There is an examination of measurement criteria and types of tests. Both formal and informal methods of testing, as well as the issues related to assessment of student proficiency are considered.

TSOL 116-1 COMPUTER ASSISTED LANGUAGE LEARNING (CALL)

This course focuses on the integration of computer technology into the English language learning classroom. Students survey, evaluate and use word processing, email, MS Powerpoint, Internet resources, and CD-ROM software as tools in a computer-mediated communication environment. Hands-on task-based and project-based assignments provide the students with a practical basis for developing interactive, effective and meaningful computer activities and assignments for teaching and learning language.

ENGLISH LANGUAGE SUMMER IMMERSION

TWO - FOUR WEEK PARTICIPATION CERTIFICATE AT CASTLEGAR CAMPUS

Approximate Expenses

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Program Summary

Selkirk College offers a variety of summer programs from 2 to 4 weeks for group tours such as college students, Elderhostel (mature students), and special interest groups. Tours include English classes, homestay or residence accommodation, and recreation and cultural activities.

Combine conversational English and recreational activities and experience Canadian nature, family life and culture. Enjoy great golf, canoeing and hiking in the summer. Note that study permits are not required for short-term programs of six months or less.

Arts and Culture

Enjoy one of the most beautiful small cities in Canada - Nelson, BC - is famous for its fine arts, community theater, outdoor recreation and summer Street Festival.

Recreational Activities

- Go hiking, biking, swimming and canoeing
- Enjoy outdoor barbecues and beach picnics
- Take golfing, tennis or horseback riding lessons
- Participate in afternoon activities everyday
- Explore Canadian nature this summer
- Learn and speak English with Canadian cultural assistants and new friends

English Classes

- Study with caring and professional English teachers
- Practice speaking more natural conversational English

Sample Itinerary

Day One

- Arrival - Meet Tour Co-ordinator and Homestay Family

Day Two

- Lakeside Park Welcome Barbecue

Day Three

- Homestay activities

Day Four

- English Class
- Historic Nelson Walking Tour and Photo Rally

Day Five

- Canada Day Holiday

Day Six

- English Class
- Hiking - Pulpit Rock

Day Seven

- English Class
- Visit Kaslo - SS Moyie/Langham Museum

Day Eight

- English Class
- Theatre Class
- Art Walk 6-9 PM

Day Nine & Ten

- Homestay Activities
- Storytelling Festival

Day Eleven

- English Class
- Kayaking - Sproule Creek

Day Twelve

- English Class
- Visit Ainsworth Hot Springs

Day Thirteen

- English Class
- Horseback Riding

Day Fourteen

- English Class
- Visit Nikkei Centre - New Denver

Day Fifteen

- English Class
- Aquatic Centre
- Dance at Taghum Hall

Day Sixteen & Seventeen

- Homestay Activities
- Starbelly Jam Music Festival

Day Eighteen

- English Class
- Golfing - Balfour

Day Nineteen

- English Class
- Castlegar Campus Tour and MIR Peace Centre Presentation

Day Twenty

- English Class
- Rafting on Slokan River

Day Twenty-one

- English Class
- Visit Spearhead Timberworks
- Closing Ceremony Northshore Hall

Day Twenty-two

- Departure

Canadian Summer Family Life

- Stay in a comfortable Canadian home carefully selected for you
- Enjoy evenings and weekends with your Canadian homestay family
- Join in family activities and adventures

Our summers are mostly sunny, hot, and dry with the occasional refreshing rain - the best season to enjoy the outdoors with your homestay family

Contacts

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Linda Wilkinson, Department Head
Tel: 250-365-1395
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Approximate Expenses

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Program Summary

Selkirk College offers a variety of winter programs from 2 - 4 weeks for group tours such as college students, Elderhostel (mature students), and special interest groups. Tours include English classes, homestay or residence accommodation, and recreation and cultural activities.

Combine conversational English and recreational activities and experience Canadian nature, family life and culture. Enjoy skiing or snowboarding at one of Canada's finest ski areas. Note that study permits are not required for short-term programs of six months or less.

The community of Rossland is rated as one of Canada's greatest ski towns and is home to two Canadian Olympic Gold Medal winners. Nelson, BC is known for its arts and culture as well as its skiing and snowboarding. Combine this outstanding location with our excellent English Language Program and you could enjoy your most memorable winter!

More Information

For more information about Rossland and Red Mountain, check out the following web sites: Rossland BC, Red Mountain and Red Mountain Resort.

For more information about Nelson and White-water visit their web sites: Nelson or Whitewater Ski Hill.

Sample Two-Week Winter Tour Itinerary

Day One

- Arrival - Meet Tour Co-ordinator and Homestay Family

Day Two

- English Class
- Tour of Nelson

Day Three

- Day at Whitewater Ski Area - Snowboarding Lesson in English

Day Four

- English Class
- Visit Ainsworth Hot Springs

Day Five

- Day at Whitewater Ski Area - Snowboarding Lesson in English

Day Six & Seven

- Weekend Activities with Homestay Family

Day Eight

- Day at Whitewater Ski Area - Snowboarding Lesson in English

Day Nine

- English Class
- Skating/Bowling/Curling

Day Ten

- Day at Whitewater Ski Area - Snowboarding Lesson in English

Day Eleven

- English Class
- Capitol Theatre Production

Day Twelve

- Day at Whitewater Ski Area - Snowboarding Lesson in English

Day Thirteen

- Weekend with Homestay and Evening Farewell Ceremony

Day Fourteen

- Homestay Activities

Day Fifteen

- Departure

The Program

Includes:

- Your ski and snowboarding lessons, equipment, and day passes

In the spring, you can enter the full-time English Language Program at Selkirk College. Or you can apply for the Ski Resort Operations and Management Diploma Program - the only one of its kind in Canada!

- Homestay with a Canadian family
- A program to meet your needs and interests

Studying at Selkirk College

English classes will focus on conversation and building vocabulary, with some reading and writing activities. Your success will depend on your desire to meet and talk with local people, and other visitors to Rossland or Nelson.

Contacts

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COMBINED ENGLISH LANGUAGE CERTIFICATES

CERTIFICATE AT CASTLEGAR CAMPUS

Program Summary

International students will have the opportunity to combine completion of advanced levels of the English Language Program, English 51, and two courses in the areas of Humanities, Business, or Early Childhood Care and Education.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

These figures are approximate only and could change at any time. Visit selkirk.ca/tuition/ for approximate fee information¹. Non-Canadian students please refer to selkirk.ca/tuition/international/2 for important information.

Curriculum

A To be issued a combined certificate in English Language and Humanities, all students would complete the following English Language Program and University Prep courses with at least a “C” (60%) average:

- EASL 055 (Grammar)
- EASL 056A (Academic Writing)
- EASL 057B (Literature)
- EASL 057A (Academic Reading)
- EASL 058 (Communications)
- EASL 093A (Academic Preparation)
- ENGL 090 Provincial Level English

B. Students would also complete at least two courses from one of the following certificate areas below: (* Note that the following courses have been chosen in consultation with the relevant Program and Department Heads.)

CERTIFICATE IN ENGLISH LANGUAGE AND HUMANITIES

- PHIL 100
- PHIL 101
- PSYC 100
- PSYC 101
- ENGL 110
- ENGL 111

- HIST 105
- HIST 107

CERTIFICATE IN ENGLISH LANGUAGE AND EARLY CHILDHOOD EDUCATION

- ECCE 168/169 (Clinical Practicum 1)
- HSER 174 (Interpersonal Communications)
- FAM 180 (Family Dynamics)
- ECCE 186 (Child Health and Safety)
- ECCE 188 (Responsive Child-Centred Environments)
- ECCE 193 (Child-Centered Partnerships 1)

CERTIFICATE IN ENGLISH LANGUAGE AND BUSINESS

- CPSC 132 (Elements of Computing)
- ADMN 181 (Marketing)
- ECON 106
- ECON 107
- COMM 240
- TWC 164

Contacts

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Linda Wilkinson, Department Head
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Program Summary

International students will have the opportunity to combine completion of advanced levels of the English Language Program, English 090, and two courses in the area of Business. A Selkirk College Certificate is issued upon successful completion.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

These figures are approximate only and could change at any time. Visit selkirk.ca/tuition/ for approximate fee information¹. Non-Canadian students please refer to selkirk.ca/tuition/international/2 for important information.

Course of Studies

To be issued a combined certificate in English Language and Business, all students would complete the following English Language Program and University Prep courses with at least a “C” (60%) average:

- * EASL 055 (Grammar)
- * EASL 056A (Academic Writing)
- * EASL 057B (Literature)
- * EASL 057A (Academic Reading)
- * EASL 058 (Communications)
- * EASL 093A (Academic Preparation)
- * ENGL 090 Provincial Level English

Students would also complete at least two courses from the following:

- * CPSC 132 (Elements of Computing)
- * ADMN 181 (Marketing)
- * ECON 106
- * ECON 107
- * COMM 240
- * TWC 164

- HIST 105
- HIST 107

CERTIFICATE IN ENGLISH LANGUAGE AND BUSINESS

- ADMN 166 (Computers in Business)
- ADMN 167 (Business Software Applications)
- COMM 220 (Organizational Behaviour)
- ADMN 181 (Marketing)
- ECON 106
- ECON 107

CERTIFICATE IN ENGLISH LANGUAGE AND EARLY CHILDHOOD EDUCATION

- ECCE 168/169 (Clinical Practicum 1)
- HSER 174 (Interpersonal Communications)
- FAM 180 (Family Dynamics)
- ECCE 186 (Child Health and Safety)
- ECCE 188 (Responsive Child-Centred Environments)
- ECCE 193 (Child-Centered Partnerships 1)

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INTERNATIONAL BUSINESS

ONE-TERM ADVANCED DIPLOMA AT CASTLEGAR CAMPUS

Program Summary

The Advanced Diploma in International Business is an intensive one-semester program offered on the Castlegar Campus. The purpose of this program is to provide students with the advanced business competencies and skills needed to become competitive as business employees and owners in our globalized marketplace. Students will have the option of participating in a study abroad experience as a component of their advanced diploma.

This new program is under development and is scheduled to begin in September, 2008. Program content is subject to change. It is a joint program of Selkirk International and the School of Business and Aviation.

Program Objectives

The Advanced Diploma in International Business is designed to enhance students' skills in cross-cultural communication and leadership. Through the program, students will develop a critical awareness and understanding of current global business theory and practice in the areas of trade, marketing, management, finance and export. By interacting with international peers students will also gain greater cross-cultural awareness and foster their ability to analyze and respond to complex problems within an international business environment.

Admission Requirements

Applicants must have successfully graduated from a degree or diploma program from a recognized institution, or have completed two years of post-secondary education. Prior work or volunteer experience and/or coursework in business is desirable, but not required.

Entrance requirements include an average of C+ in prior coursework, an interview, and submission of a resume.

Applicants who are speakers of other languages must either: have a minimum TOEFL score of 213 (computer) or 550 (written); or have an IELTS score of 6.5, or have successfully completed Level 5 (Upper Advanced) in the Selkirk College English Language Program and English 051; or have a BC English 12.

Course of Studies

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week;

Sem = Seminar Hours per week;

Course	Name	Lec
	Term 1	
ADIB 300-3	International Marketing and Trade	3
ADIB 302-3	Intercultural Management and Communication	3
ADIB 304-3	Global Finance	3
ADIB 306-3	International Business	3
ADIB 308-3	International Project, Exchange, or Internship	5
ADIB 310-3	Second Language Elective (Elective)	3
	Total:	20

Proficient computer skills and working knowledge of business computer software programs are also necessary to succeed.

In addition, applicants are required to have completed the following pre-requisite courses, or their equivalents:

- One semester of a university level course in a second language
- Principles of Organizational Behaviour – COMM 220
- Introductory Financial Accounting – COMM 240
- Principles of Economics – ECON 106
- Commercial Law – ADMN 272
- Marketing – ADMN 181
- English Composition – ENGL 110 or Technical Writing – TWC 164

Course Descriptions

ADIB 300-3 INTERNATIONAL MARKETING AND TRADE

The Advanced Diploma in International Business - International Marketing and Trade course builds on basic marketing concepts and principles, and fosters an analytical, decision-oriented approach through case analysis. The internationalization of a firm is examined through decisions to export, import, license, or offer business electronically. The impact of culture on key processes and activities is considered. Students analyse both the SME (small-medium enterprise) and large corporations' response to the impact of technology.

Market planning is emphasized through evaluation of the business environment, market segmentation, market research and e-commerce choices.

Corequisites:

Enrolment in the Selkirk College International Business program.

ADIB 302-3 INTERCULTURAL MANAGEMENT AND COMMUNICATION

The Advanced Diploma in International Business - Intercultural Management and Communications course focuses on building awareness of culture diversity and its impact on the workplace. Students examine the relationship between culture and identity, and analyze the patterns of behaviour engendered by cultural contact. Management styles and issues are examined in the context of increased diversity in a rapidly changing global workplace. Students explore the cultural dimensions of team-building, conflict resolution and organizational strategies. The management functions, strategies and interpersonal skills necessary to develop global partnerships are integrated into projects and discussion.

Corequisites:

Enrolment in the Selkirk College International Business program.

ADIB 304-3 GLOBAL FINANCE

The Advanced Diploma in International Business - Global Finance course provides students with the skills and knowledge to assist in the management of the financial operations of both an import/export and multinational business unit. Topics include: international monetary system, foreign exchange rates, international bond and equity markets, foreign investment, international capital budgeting, management of economic and transac-

tion exposure, exports and imports, multinational cash management, corporate governance around the world.

Corequisites:

Enrolment in the Selkirk College International Business program.

ADIB 306-3 INTERNATIONAL BUSINESS

The Advanced Diploma in International Business - International Business course provides students with a comprehensive overview of the implications of practicing business and management outside our borders. Students analyze the opportunities and challenges inherent in the transformation to an international economy. Business and government trade relations, foreign direct investment, financial markets, economic integration and international strategies are emphasized.

Corequisites:

Enrolment in the Selkirk College International Business program.

ADIB 308-3 INTERNATIONAL PROJECT, EXCHANGE, OR INTERNSHIP

The Advanced Diploma in International Business - International Project allows the student to choose to complete an international research project or take part in an international exchange or internship. This practical learning opportunity aims to provide 75 hours of work and/or research experience for the student. Projects, exchanges, and/or internships must be approved by the Department Head or designate.

ADIB 310-3 SECOND LANGUAGE ELECTIVE

The student will choose to take a course in a second language at the university level.

Contacts

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industry & trades training

AT SELKIRK COLLEGE

Over the next 15 years, thousands of skilled trades people will be required in British Columbia to fill vacancies created by a growing economy and the impending retirement of baby boomers. Selkirk programs give you the tools you need today for the jobs of tomorrow.

CARPENTRY & CARPENTRY APPRENTICESHIP

This six-month pre-apprenticeship combines theory and shop time covering the first year BC Level 1 Technical Training. A six-week apprenticeship technical training component is offered to indentured apprentices seeking a Red Seal Inter-Provincial qualification.

BC ELECTRICAL CODE

This on-line comprehensive course helps students to gain experience in the proper use and interpretation of the code book and provides working knowledge of the BC Safety Standards, Regulations and Procedures.

ELECTRICAL & ELECTRICAL APPRENTICESHIP

This six-month pre-apprenticeship prepares students for residential, commercial and industrial systems. A ten-week apprenticeship technical training component is offered to indentured apprentices seeking Red Seal Inter-Provincial qualification.

ESTHETICS

This seven-month provincially accredited certificate program prepares students to provide professional care of the body and to become provincially registered.

FINE WOODWORKING

This nine-month specialized certificate emphasizes quality design, originality and enhanced workmanship. Students are prepared for careers in craftsmanship and design. Graduates will receive credit for Level 1 and Level 2 Joiner apprenticeship technical training.

GENERAL MECHANICS

This nine-month program encompasses three mechanical trades: Automotive Service Technician, Commercial Transport Mechanics and Heavy Duty Mechanics. These trades are covered in detail within the guidelines of the Industry Training Authority, preparing graduates to become indentured as an apprentice in their chosen trade.



HAIRDRESSING

Hairstyling skills and beauty culture are the focus of this nine-month provincially articulated program. Hands-on training is combined with a practicum at a commercial salon.



MILLWRIGHT APPRENTICESHIP

This seven-week apprenticeship technical training is offered to indentured apprentices seeking Red Seal Inter-Provincial qualification for all four levels.

MILLWRIGHT/MACHINIST

This nine-month pre-apprenticeship certificate encompasses both Millwright and Machinist trades, preparing graduates to become indentured as an apprentice in their chosen trade.

REFRIGERATION PLANT OPERATOR

This on-line nine-unit course is approved by the BC Boiler Inspection Branch. Completion of this course prepares graduates four months credit towards the one year of operating time required to write the provincial certificate as refrigeration / ice plant operator.

SKILLED TRADES EXPLORATION PROGRAM

This eleven-week program explores knowledge and skills related to industrial occupations including Carpentry, Drafting, Electrical, Mechanics, Millwright, Machinist and Welding.

WELDING & WELDING UPGRADE

This nine-month C Level Welder Fitter certificate covers provincial curriculum through practical skills training. Upgrade programs available to lead toward A or B Level certification.



**Table by Dan Lee*

Program Objectives

Selkirk College offers this comprehensive BC Electrical Code course through distance education with tutorial support. Students will gain experience in the proper use of the code book and on the correct interpretations of applicable code rules. Students will also gain a working knowledge of the British Columbia Safety Standards Act, the British Columbia General Regulation and the Electrical Safety Regulation, and the BC Authorization Procedures for electrical contractors.

The course is designed to help students navigate through the code book much more quickly than ever before. If the electrical code is all new to you, you should gain a fundamental understanding of the rules and regulations governing the installation of electrical work in Canada. You will gain knowledge of the calculations that are a large part of the code regulations. Many examples are included in the coursework.

DURATION

The course work is challenging, however most students that are able to devote eight to ten hours per week to the assigned work can complete this course within six months. Students who already have some familiarity with the Code will likely be able to finish the course in less time. Maximum time allowed for completion is eight (8) months.

BC SAFETY AUTHORITY RECOGNIZED

In British Columbia, if you wish to be named on an Electrical Permit or an Electrical License or if you wish to sign a declaration for a particular project, you must be qualified as a Field Safety Representative (FSR). You will then have responsibility for code compliance of that project. A FSR named on an application for an operating permit or contractor's licence must, in addition to the duties of a FSR, represent the operating permit holder or licensed contractor in code, technical and worker qualification matters that are within the scope of the Field Safety Representative's certificate of qualification.

To become a FSR you are required to show evidence of having successfully completed a course in the application of electrical codes and standards required by the provincial safety manager and to pass a BC Safety Authority exam. This course qualifies as 'recognized' by the BC Safety Authority. This course is also excellent for those electricians, technologists or engineers that merely want to refresh their knowledge and update their skills to the latest edition of the code.

Admission Notes

Continuous intake.

Beneficial for Apprentices and Journeyman Electricians. Others may take this course for general interest.

In order to be recognized for BC Safety Authority for application for a Class A, B or C Field Safety Representative examination the student must be a valid holder of an Interprovincial Standards Examination Certificate of Qualification in the trade of Electrician. (Red Seal)

Course of Studies

This course will provide you with a good working knowledge of the current Canadian Electrical Code - Part I, with the BC Amendments, BC Bulletins, Authorization Procedure, the Safety Standards Act and the General Regulation, and Electrical Safety Regulations.

This course consists of:

- Ten (10) lesson units
- Assignment file (one assignment for each lesson)

Note: Students are required to obtain a current copy of CEC Part 1, 2006 20th edition, before commencing the course. Copies are available at most electrical wholesalers. Copies can also be ordered through most book stores or online at www.csa.ca

Contacts

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**FOR LATEST INFORMATION
VISIT SELKIRK.CA**

CARPENTRY APPRENTICESHIP

SIX WEEK TECHNICAL TRAINING AT SILVER KING CAMPUS, NELSON

Program Calendar

2009

- Level 3 - February 16 - March 27
- Level 4 - February 16 - March 27
- Level 2 - March 30 - May 8 (New)
- Level 1 - May 11 - June 19 (Projected)
- Level 1 - September 28 - November 6
- Level 2 - November 9 - December 18

2010 (PROJECTED)

- Level 3 - January 4 - February 12
- Level 4 - January 4 - February 12
- Level 2 - February 15 - March 26
- Level 4 - February 15 - March 26
- Level 3 - March 29 - May 7
- Level 2 - September 27 - November 5
- Level 3 - November 8 - December 17

2011 (PROJECTED)

- Level 4 - January 3 - February 11
- Level 1 - January 3 - February 11
- Level 2 - February 14 - March 25
- Level 3 - February 14 - March 25
- Level 4 - March 28 - May 8
- Level 4 - September 26 - November 4
- Level 1 - November 7 - December 16

Note: The above projected dates are subject to change.

Program Objectives

Selkirk College, in cooperation with the Industry Training Authority, offers Carpentry Technical Training for all four levels required for apprenticeship. Each level consists of a six week program that meets 30 hours per week.

The apprenticeship process requires time spent on the job supplemented by in-school training. A carpentry apprentice must complete a four-year program including 5,000 workplace hours and 720 in-school hours of training completed in four levels, each for six weeks. After completion and achievement of a passing grade, the apprentice will hold the BC Certificate of Apprenticeship, BC Certificate of Qualification, and the Interprovincial Standard Endorsement also known as Red Seal.

Career Potential

Carpenters perform all work in connection with the assembly and erection of forms for concrete, wood and metal frame construction, and install interior and exterior finishing for residential, commercial and industrial projects, while conforming to plans, specifications and local building codes.

A carpenter may work independently or within an organization. Most carpenters earn between \$15 and \$30 per hour depending on their skill, qualifications, location and employer. Carpenters can advance to senior level positions such as foreperson, contractor or subcontractor where they can earn \$50 or more per hour.

Admission Requirements

- indentured in Carpentry Apprenticeship, and graduation from a British Columbia Senior Secondary School or equivalent, and physically fit (mobility, lifting), have good manual dexterity, good hand-eye coordination and balance, and be able to work at heights and in adverse weather.

Course of Studies

CRPLN 190	Carpentry Apprenticeship Level 1
CRPLN 290	Carpentry Apprenticeship Level 2
CRPLN 390	Carpentry Apprenticeship Level 3
CRPLN 490	Carpentry Apprenticeship Level 4

Course Descriptions

CRPLN 190 CARPENTRY APPRENTICESHIP LEVEL 1

- Description of the Carpentry Trade
- Safe Work Practices
- Drawing and Specification Interpretation
- Materials Identification
- Hand Tools
- Portable Power Tools
- Shop Equipment
- Survey Instruments
- Site Layouts
- Build Concrete Framework
- Frame Residential Housing

Prerequisites:

Indentured in Carpentry Apprenticeship

CRPLN 290 CARPENTRY APPRENTICESHIP LEVEL 2

- Safe Work Practices
- Drawing and Specification Interpretation
- Materials Identification
- Portable Power Tools
- Survey Instruments
- Site Layout
- Build Concrete Formwork
- Rigging and Hoisting Equipment

Prerequisites:

Indentured in Carpentry Apprenticeship

CRPLN 390 CARPENTRY APPRENTICESHIP LEVEL 3

- Drawing and Specification Interpretation
- Materials Identification
- Hand Tools
- Portable Power Tools
- Shop Equipment
- Survey Instruments
- Frame Residential Housing
- Apply Finishing Materials
- Insulation and Energy Conservation

Prerequisites:

Indentured in Carpentry Apprenticeship

CRPLN 490 CARPENTRY APPRENTICESHIP LEVEL 4

- Drawing and Specification Interpretation
- Materials Identification
- Survey Instruments
- Site Layout
- Build Concrete Formwork
- Frame Residential Housing
- Use Special Construction Features
- Apply Finishing Materials

Prerequisites:

Indentured in Carpentry Apprenticeship

Contacts

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Program Calendar

2009

- July 6 to December 17

2010

- July 5 to December 16

Program Objectives

Carpentry Entry Level Technical Training (ELTT) will provide students with the opportunity to build a career in carpentry. Combining theory and shop time the program covers the first year ITA Level 1 Carpentry Apprenticeship Technical Training and prepares students for entry into employment and into the BC Provincial Apprenticeship program.

Career Potential

Carpenters perform all work in connection with the assembly and erection of forms for concrete, wood and metal frame construction, and install interior and exterior finishing for residential, commercial and industrial projects, while conforming to plans, specifications and local building codes.

A carpenter may work independently or within an organization. Most carpenters earn between \$15 and \$30 per hour depending on their skill, qualifications, location and employer. Carpenters can advance to senior level positions such as foreperson, contractor or subcontractor where they can earn \$50 or more per hour.

Admission Requirements

- graduation from a British Columbia Senior Secondary School or equivalent,* with Principles of Math 10, Applications of Math 11 or Essentials of Math 12, and
- physically fit (mobility, lifting), have good manual dexterity, good hand-eye coordination and balance, and be able to work at heights and in adverse weather.
- all applicants are required to complete a computerized placement test in reading, writing and mathematics once they have submitted their application.*Consideration will be given to mature individuals (19 years or older) who are not Senior Secondary School graduates provided they have completed or are in the process of obtaining Principles of Math 10

or equivalent with a “C” grade or better.
(This course must be completed prior to the program entry date.)

Course of Studies

- Residential Construction Career Exploration
- Construction Math
- Safe Work Practices
- Drawings and Specifications
- Materials Identification
- Hand Tools
- Portable Power Tools
- Stationary Tools
- Survey Instruments
- Concrete Form Work
- Residential House Framing
- Windows and Doors
- Residential Building Renovations
- Building Science
- Shop Skills
- Work Experience

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**FOR LATEST INFORMATION
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ELECTRICAL APPRENTICESHIP

10 WEEK TECHNICAL TRAINING AT SILVER KING CAMPUS, NELSON

Program Calendar

2009

- Level 4 - March 16 - May 22
- Level 1 - May 25 - July 31
- Level 2 - August 4 - October 9
- Level 3 - October 13 - December 18

2010

- Level 4 - January 4 - March 12
- Level 1 - March 15 - May 21
- Level 2 - May 25 - July 30
- Level 3 - August 3 - October 8
- Level 4 - October 12 - December 17

2011

- Level 1 - January 3 - March 11
- Level 2 - March 14 - May 20
- Level 3 - May 24 - July 29
- Level 4 - August 2 - October 7
- Level 1 - October 11 - December 16

Program Objectives

Selkirk College offers all four levels of Electrical technical training in cooperation with the Industry Training Authority (ITA). The theory courses prepare students to become Journeyperson Electricians by completing the required technical training for Levels 1, 2, 3 and 4. Each level consists of a ten-week program that meets 30 hours per week.

Admission Requirements

- indentured in Electrical Apprenticeship,
- recommended: graduation from a British Columbia Senior Secondary School or equivalent, including English 12, Math 12 and Physics 11.

Course of Studies

ECAL 190	Electrical Apprenticeship Level 1
ECAL 290	Electrical Apprenticeship Level 2
ECAL 390	Electrical Apprenticeship Level 3
ECAL 490	Electrical Apprenticeship Level 4

Course Descriptions

ECAL 190 ELECTRICAL APPRENTICESHIP LEVEL 1

- Fundamentals
- DC Circuits
- Electromagnetism and Applications
- Meters and Test Equipment Part 1
- Prints and Drawings
- AC Motor Control Part 1
- Electrical Code and Wiring Part 1
- Industrial Power Electronics Part 1
- Final Exam Level 1

Prerequisites:

Indentured in Electrical Apprenticeship

ECAL 290 ELECTRICAL APPRENTICESHIP LEVEL 2

- AC Fundamentals
- Meters and Test Equipment Part 2
- Single-Phase AC Circuits
- Circuit Protection Devices
- Single-Phase Transformers
- AC Motor Controls Part 2
- Lighting
- Industrial Power Electronics Part 2
- Electrical Code and Wiring Part 2
- Final Exam Level 2

Prerequisites:

Indentured in Electrical Apprenticeship

ECAL 390 ELECTRICAL APPRENTICESHIP LEVEL 3

- Three-Phase AC Circuits
- Three-Phase Transformers
- DC Machines and Controls
- AC Machines
- AC Motor Controls Part 3
- Industrial Power Electronics Part 3
- Electrical Code and Wiring Part 3
- Final Exam Level 3

Prerequisites:

Indentured in Electrical Apprenticeship

ECAL 490 ELECTRICAL APPRENTICESHIP LEVEL 4

- Applied Trade Concepts
- Industrial Computing
- Digital Logic
- Programmable Logic Controllers
- High-Voltage Installations
- Modern Building Systems
- Automated Control Systems
- Variable-Speed Drives
- Electrical Code and Print Reading
- Final Exam Level 4

Prerequisites:

Indentured in Electrical Apprenticeship

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Program Calendar

2009

- September 8 - Fall Program begins.

- December 17 - Fall Program break.

2010

- January 4 - Fall Program continues.
- February 25 - Fall Program ends.
- **January 4 - Winter Program begins.**
- June 17 - Winter Program ends.
- February 1 - Winter Program begins. (Projected)
- July 16 - Winter Program ends. (Projected)
- **September 7 - Fall Program begins.**
- December 16 - Fall Program break.

Notes: Applicants are advised that this is a popular program. Prospective students should apply well in advance. Projected dates are subjected to change.

Program Objectives

The Electrical Entry Program at Selkirk College prepares learners for entry level positions as apprentice electricians with electrical contracting companies involved in residential, commercial, and industrial construction in addition to positions with firms and institutions involved in any type of electrical work.

Students work and learn in classroom, laboratory, and shop environments where they develop the ability to access and utilize resource material, follow proper procedure and make sound decisions while properly installing and maintaining electrical equipment.

This program provides close contact with electrical industry employers and tradespeople throughout British Columbia through field visitations and employment placements.

The program addresses the need to cultivate generic skills such as good communications skills; ability to learn independently; social skills; ethics; positive attitudes; valuing diversity; responsibility; teamwork; ability to adapt to changing circumstances; thinking skills: problem-solving and research skills.

Graduates of the Electrical Entry Program at Selkirk College are able to find employment as electrical apprentices engaged in the installation and maintenance of electrical power, lighting, heating, control, alarm, data and communication systems in residential, commercial and industrial settings as well as numerous other related fields.

Career Potential

Employment in electrical trades is forecast to grow at about the average for all occupations through to 2011. About 1261 new jobs and an additional 1472 replacement jobs will become available as workers retire. This forecast reflects the historic relationship between population growth and construction activity and the generally good level of investment and housing activity.

Construction is the major industry employing workers in this occupational group. The construction industry is expected to grow at the rate of 1.6% per year between 2001 and 2011, which is slightly higher than the provincial average for all industries. Industry sources expect higher than average levels of residential construction and thus expect higher employment growth over the short term.

Because the construction industry employs such a large number of workers, there will be a significant number of openings for electricians in the long term, especially to replace an aging workforce.

Experienced electricians can progress to such supervisory positions as foreman, superintendent, estimator or electrical inspector. With some money and management skills, electricians can start their own contracting businesses.

ADMISSION REQUIREMENTS

- graduation from a British Columbia Senior Secondary School or equivalent,* with Principles of Math 11 or Applications of Math 12 with a "C" grade or better.
- completion of Principles of Math 12 and Physics 12 is recommended but not mandatory.
- all applicants are required to complete a computerized placement test in reading, writing and mathematics once they have submitted their application.
- *Consideration will be given to mature individuals (19 years or older) who are not Senior Secondary School graduates provided they have completed or are in the process of obtaining Principles of Math 11 or equivalent with a "C" grade or better. (This course must be completed prior to the program entry date.)
- Employers may desire a higher level of Math and Physics as part of hiring policies.

Course of Studies

ELELN 100-A	Electrical Fundamentals
ELELN 100-B	DC Circuit Analysis
ELELN 100-C	Electromagnetism and Applications
ELELN 100-D	Meters and Test Equipment - Part I
ELELN 100-E	Prints and Drawings
ELELN 100-F	AC Motor Controls and Industrial Wiring - Part I
ELELN 100-G	Canadian Electrical Code and Wiring - Part I
ELELN 100-H	Industrial Power Electronics - Part I
ELELN 100-I	Electrical Shop: Electrical Installations and Wiring Methods

Course Descriptions

ELELN 100 ELECTRICAL FUNDAMENTALS

A review of some components of Physics including metric/imperial units, work, power and energy, and simple machines is undertaken. The basic principles of the nature of electricity will be examined in the classroom and laboratory. Students are introduced to the use of voltmeters, ammeters and ohmmeters. Students apply their knowledge of circuit concepts and components by designing, assembling, and analyzing basic circuits.

ELELN 100 DC CIRCUIT ANALYSIS

Students will examine the properties and operating characteristics of series, parallel, combination, voltage divider, bridge, and 3-wire DC circuits in the classroom and laboratory with emphasis on fault detection and troubleshooting. Basic circuit concepts such as power supplies, control devices, protection devices, and conductors will be introduced. Analysis will follow using electrical measuring instruments, Ohm's Law, Watt's Law, and Kirchhoff's voltage and current laws. Students learn the characteristics of electrical system wiring methods for a variety of applications and choose the proper wiring method for an assortment of installation requirements.

ELELN 100 ELECTROMAGNETISM AND APPLICATIONS

Students learn the concepts of magnetism and electromagnetism. Emphasis is placed on understanding the operating principles of electromagnetic devices such as motors, generators, solenoids, relays, contactors, and motor starters. Alternating Current electrical generation is examined.

ELELN 100 METERS AND TEST EQUIPMENT - PART I

Students examine and design the internal circuitry of galvanometers, ammeters, voltmeters, wattmeters, watt-hour meters, and ohmmeters. The use of meters for measuring current, voltage, resistance, power, and energy is practised.

ELELN 100 PRINTS AND DRAWINGS

Students engage in the practice of reading, drawing, and interpreting of working drawings and sketches. Electrical blueprints and plans are studied with emphasis on schematics, wiring diagrams, power risers, and block diagrams.

ELELN 100 AC MOTOR CONTROLS AND INDUSTRIAL WIRING - PART I

An extensive coverage of industrial motor control systems is undertaken. Students learn elementary control circuits, then design, construct, and troubleshoot elaborate circuits. This portion of the program includes extensive lab and shop components. Wiring methods unique to industrial power systems are studied and practiced in the shop.

ELELN 100 CANADIAN ELECTRICAL CODE AND WIRING - PART I

Students study Sections 0, 2, 4, 6, 8, 10, 12, 14, 16, 26, 62, and 76 of the Canadian Electrical Code, as well as relevant sections of the Electrical Safety Act of British Columbia. Emphasis is placed on practical application of the code.

ELELN 100 INDUSTRIAL POWER ELECTRONICS - PART I

Students are introduced to solid-state components and use a variety of power supplies, transistors, and diodes to construct rectifier circuits. Lab analysis is employed to observe operating characteristics of these circuits.

ELELN 100 ELECTRICAL SHOP: ELECTRICAL INSTALLATIONS AND WIRING METHODS

Introduction to hand and power tools as used in the electrical trade. The design, installation, and troubleshooting of residential power, lighting, alarm, data and communication as well as industrial motor control systems will be practised in the shop.

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FOR LATEST INFORMATION VISIT SELKIRK.CA

Program Calendar

2009

- **September 8** - Program begins.
- December 17 - Winter break.

2010

- January 4 - Program continues.
- April 22 - Program ends.
- **September 7** - Program begins.
- December 16 - Winter break.

Program Objectives

Graduates of this program will have the skills and knowledge to conduct themselves in an ethical manner, with deportment and confidence, while providing excellent customer service. They will know how to observe the rules of personal hygiene and grooming and will be able to perform all the procedures learned with an awareness of the safety factors involved.

On finishing this course graduates will have a basic understanding of various bacteria and will know how to follow the procedures for sanitation and sterilization. Knowledge of the histology and physiology of the skin and an understanding of the structure and functions of the major body systems are gained, as is an ability to recognise different skin types along with their associated abnormalities.

Graduates will be able to cleanse and manipulate the face and neck and use various types of skin care appliances, they will have an understanding of cosmetic chemistry, such as moisturizing and nourishing cream, skin toners and the pH scale. Also on a practical level graduates will have mastered the performance of specialized skin treatments including facials, makeup, hair removal and manual/mechanical muscle toning. Graduates will be able to perform a professional manicure and pedicure, and will be able to recognize the presence of disorders and diseases of the nails.

Upon successful completion of this program, graduates are qualified to write the examination for the Special Beauty Culture License as required by the Cosmetologists Association of British Columbia.

Course of Studies

Course	Name
	Term 1
ESTH 120	Introduction to Esthetics - Spa Industry
ESTH 121	Hygiene, Bacteriology, Sanitation
ESTH 122	Skin: Anatomy, Physiology and Disorders
ESTH 123	Basic Skin Care
ESTH 124	Facial Treatment - Cosmetic Massage 1
ESTH 125	Manicure - Artificial Nails 1
ESTH 126	Foot Care 1
ESTH 127	Hair Removal - Waxing 1
ESTH 128	General Trade/Selling/Professionalism/Reception/Monitor
ESTH 131	Cosmetic Chemistry - Product Knowledge
ESTH 132	Anatomy and Physiology
ESTH 133	Basic Makeup

Course	Name
	Term 2
ESTH 134	Facial Treatment - Cosmetic Massage 2
ESTH 135	Manicure - Artificial Nails 2
ESTH 136	Foot Care 2
ESTH 137	Hair Removal - Waxing 2
ESTH 140	Small Business Management
ESTH 143	Makeup
ESTH 144	Facial Treatment - Cosmetic Massage 2A
ESTH 145	Manicure - Artificial Nails 2A
ESTH 146	Foot Care 2A
ESTH 147	Hair Removal - Waxing 2A
ESTH 148	Advanced Topics
ESTH 149	General Trade Practices - Professionalism

Career Potential

Individuals who acquired their license can find employment in sales and customer service, department stores, drug stores, beauty salons, day spas, distribution outlets, cosmetic manufacturers, beauty institutes, health clubs, cruise ships, resorts and cosmetic firms.

- Consideration will be given to mature individuals (19 years or older) who are not Senior Secondary School graduates provided they have successfully completed Grade 10 or equivalent.
- In addition, candidates should have the ability to understand written and verbal instruction in English, possess basic communication skill required for providing customer services, exhibit good hand-eye coordination, have normal colour vision, have good depth perception and the ability to perceive line and form, possess good manual and finger dexterity, and be able to stand for long periods of time.

Admission Requirements

- graduation from a British Columbia Senior Secondary School or equivalent.*
- all applicants are required to complete a computerized placement test in reading, writing and mathematics once they have submitted their application.
- an interview with the instructor may be required before commencement of the program.

Course Descriptions

ESTH 120 INTRODUCTION TO ESTHETICS - SPA INDUSTRY

This is a comprehensive look at the history of esthetics, as a background to the entire field of study. Current career opportunities are examined along with the necessary skills and equipment required in order to succeed as a professional esthetician. Time evaluation for various treatments is taught, as are safety and first aid procedures.

ESTH 121 HYGIENE, BACTERIOLOGY, SANITATION

The importance of personal and public hygiene is emphasised in this course. A study is made of the bacteriology of the skin, with a look at related diseases and disorders. Proper sanitation and sterilization procedures are established.

ESTH 122 SKIN: ANATOMY, PHYSIOLOGY AND DISORDERS

Here the skin is studied at both a microscopic and biological level. Students take an in depth look at how the skin is structured, its properties and functions. The course deals with the recognition and treatment of various disorders of the skin including lesions and blackheads.

ESTH 123 BASIC SKIN CARE

All aspects of basic skin care are covered here, from the importance of a liability release form prior to treatment, through to the client consultation itself. Students are familiarized with the classification of skin types, skin analysis and the nutrition and health of the skin.

ESTH 124 FACIAL TREATMENT - COSMETIC MASSAGE 1

Students work through the preparation of both the treatment area and the client prior to a facial. An understanding of what facial treatment products are available, their application and suitability to the various skin types is gained. Basic facial steps without the use of equipment and basic massage movements are covered, as is an overview of the anatomy and physiology of the face and décollet. Contraindications (a factor that renders the carrying out of a particular treatment inadvisable) and safety for all skin types are studied.

ESTH 125 MANICURE - ARTIFICIAL NAILS 1

This course covers the fundamentals and theory of both manicuring and the application of artificial nails. It begins with manicuring procedures and the selection and preparation of instruments through to the anatomy and physiology of the hand and arm, diseases and disorders of the hands

and nails and the shapes of hands and nails. The course then goes on to cover cuticle treatment, massage for arms and hands, types of manicures and polish application. The application of artificial nails, their repair and follow up treatments, concludes this module.

ESTH 126 FOOT CARE 1

Here the focus is on the care and treatment of the foot. A foundation is established by studying the anatomy and physiology of the legs and feet. Diseases and disorders related to foot care are noted along with the relevant treatments available. The procedures of foot care along with the preparation and selection of instruments are taught. Shaping nails, nail repair, the removal of dead skin and foot and leg massage make up the rest of this course.

ESTH 127 HAIR REMOVAL - WAXING 1

This is the study of hair and its removal. The composition, structure and functions of hair are examined along with hair removal products or depilatories. Preparation of the treatment area, including an analysis of the clients skin, the procedure of waxing, and follow-up treatment is covered.

ESTH 128 GENERAL TRADE/SELLING/ PROFESSIONALISM/RECEPTION/MONITOR

Conduct, communication and professionalism are focused on in this broad ranging course. Students look beyond the treatments themselves to the demands of the working environment. Areas covered include the assessment of a clients needs and attitudes, reception and monitor duties and appointment booking. On a communications level subjects include client greeting, client consultation and telephone manner. Time is given to image projection, appropriate dress, personal development, motivation and goal setting. Promotion of the services offered, maintaining client satisfaction and attendance requirements are covered. The course also deals with the legal requirements when performing esthetic treatments, the Cosmetology Act and Association and the rules for professional ethics and standards.

ESTH 131 COSMETIC CHEMISTRY - PRODUCT KNOWLEDGE

How products are made, what they are made of and why, is the essence of this course. Students take an in-depth look at organic and inorganic chemistry, the properties of common elements, compounds and mixtures, and the pH scale. Product knowledge includes an understanding of moisturizers, nourishing creams and skin tonics.

ESTH 132 ANATOMY AND PHYSIOLOGY

This is an overview of the body, how it is structured and its major systems; integumentary,

muscular, nervous, sensory, endocrine, circulatory, lymphatic, respiratory, digestive, urinary, reproductive. Students become familiar with anatomical terms and definitions.

ESTH 133 BASIC MAKEUP

Makeup is studied as an art and science. Starting with client consultation and preparation, through to ethics and attitude towards makeup. An analysis is made of basic facial shapes and features, so the correct choice of makeup options can be made. Makeup is looked at regarding colour psychology, the selection of appropriate foundation, and use of blusher, eyeliner, mascara and lip colour, and the art of facial contouring. Students are instructed in basic day makeup and the enhancement of eyebrows and eyelashes.

ESTH 134 FACIAL TREATMENT - COSMETIC MASSAGE 2

Here students are introduced to the use of electricity, galvanic current and high frequency in esthetics. There is an opportunity to practice with the equipment used in facials, including light therapy. Time management skills are honed to ensure facial treatments are completed within the allotted time.

ESTH 135 MANICURE - ARTIFICIAL NAILS 2

The goal of this course is build on the theoretical knowledge gained in Manicure and Artificial Nails I by giving students the opportunity to practice manicuring and artificial nail application on clients. The correct use of implements and products on clients, including following all sanitary and safety rules, is emphasised.

ESTH 136 FOOT CARE 2

This course is designed to build on the theoretical expertise gained from the preceding course, Foot Care I. The goal here is to spend time in the practical application of foot care using the proper implements and products on clients, including following all sanitary and safety rules.

ESTH 137 HAIR REMOVAL - WAXING 2

In this course students are given time in the salon to put into practice the theory learned in Hair Removal and Waxing 1. The goal being the proper use of implements and products on clients, including following all sanitary and safety rules.

ESTH 140 SMALL BUSINESS MANAGEMENT

This course is designed to compliment the esthetician skills acquired so that graduates have an understanding of the setting up and running of a small business, and the confidence to enter the job market. Starting a salon is covered from initial capitalization, business planning and daily operation, to basic business law and accounting

procedures. Salon layout requirements, salon policy and insurance requirements are part of this course. Students are also taught job search requirements, resum writing and job search techniques.

ESTH 143 **MAKEUP**

Here makeup is taken to the next level. Students are taught to interview the client in order to identify the appropriate makeup techniques that should be applied, and in order to make appropriate cosmetic choices for the individual concerned. Makeup application is broadened out to include techniques for evenings and special occasions.

ESTH 144 **FACIAL TREATMENT - COSMETIC MASSAGE 2A**

More practical opportunities are given here for the application of facial treatments for specific skin types and problems, with the proper use of equipment and appropriate products.

ESTH 145 **MANICURE - ARTIFICIAL NAILS 2A**

The goal of this course is the practical application of manicuring and artificial nail completion, using the proper implements and products on clients, making sure all sanitary and safety rules are followed.

ESTH 146 **FOOT CARE 2A**

The goal of this course is to offer more practical opportunities regarding foot care. Students perform pedicures using the proper implements and products on clients. Sanitary and safety rules are emphasised.

ESTH 147 **HAIR REMOVAL - WAXING 2A**

More time is spent in the salon in the practice of waxing. Students make use of the proper implements and products on clients, and follow all sanitary and safety rules.

ESTH 148 **ADVANCED TOPICS**

Advanced Topics deals with treatments from phytotherapy (the esthetic use of plants, shrubs, trees, aromatic essential oils, seaweed, herbal and floral extracts), to water therapies, the reduction of cellulite, and to salon chemical peeling. Instructors address the enemies of the skin, aging factors and cosmetic surgery.

ESTH 149 **GENERAL TRADE PRACTICES - PROFESSIONALISM**

This course takes the information learned in General Trade Practices, Professionalism and Selling I to the next level. More time is spent developing interpersonal skills (communication with teachers, fellow students and clients),

operational skills (reception duties, appointment booking, client consultation and record keeping) and sales techniques. Once again the importance of projecting a professional personal image is emphasised for the successful esthetician.

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FINE WOODWORKING

NINE MONTH CERTIFICATE AT SILVER KING CAMPUS, NELSON

Program Calendar

2009

- May 22-24 - Year end show.
- **September 8** - Program begins.
- December 17 - Winter break.

2010

- January 4 - Program continues.
- May 27 - Program ends.
- May 21-23 - Year end show.
- **September 7** - Program begins.
- December 16 - Winter break.

Note: Applicants are advised that this is a popular program. Prospective students should apply well in advance.

Program Objectives

The working environment in the nine-month Fine Woodworking Program at Selkirk College is a very supportive and creative one, and provides a unique opportunity to acquire a sound foundation in professional woodworking. The curriculum encompasses a broad overview of woodworking operations and technology while allowing the student time to explore areas of personal interest. This demanding program is designed to prepare students to pursue a career in professional woodwork as a skilled employee or a self-employed entrepreneur. Upon completion of the program, the flexible and portable skills you possess are an excellent head start in the fields of furniture or cabinet making, designing of wood products, or in the pursuit of goals in related fields. This experience will better equip you to meet the rapidly changing needs of our modern world.

There is discussion on how each course relates to making a living as a professional woodworker. Topics that are discussed and practised include: photographing your work, and the planning and setup of a professional show, CAD drafting, wood carving (optional). The program is broad in scope and encourages students to strive for quality design, originality, and enhanced workmanship skills, to improve chances of success in the marketplace. If successful in the first year of the Fine Woodwork program, students will receive credit for Level 1 and Level 2 technical training of their Joinery Apprenticeship.

Course of Studies

Translation Key:

Ttl = Total course hours per term

Course	Name	Ttl
	Term 1	
CRWW 160	Woodshop Tools and Techniques	190
CRWW 161	Joinery Principles and Practices	460
CRWW 162	Specialized Techniques	70
CRWW 164	Materials Technology	50
CRWW 165	Wood Finishing	70
CRWW 175	Furniture Design	60
CRWW 176	Drafting for Furniture	130
CRWW 179	Kitchen Design and Construction	50
	Total:	10

Note: Second Year Specialty Program (Option)

Individuals desiring to further advance their woodworking skills, and to explore an area of personal interest at greater depth, may choose to return for a second year of study. A large portion of the second year consists of independent study; therefore you should possess a high degree of self-motivation. Applicants for this specialty program must have passed the foundation year with a minimum of "B" standing in all courses.

The second year program is for people who desire to spend more time developing their skills in all the areas covered in the first year. Acceptance into the second year program is based on the student's performance and aptitude displayed in the first year. Seats for second year are limited and will be offered on a competitive basis. The college reserves the right to determine on a yearly basis as to whether the second year program will be offered.

With a bigger emphasis on professional practice, topics include:

- designing, costing, manufacturing and selling a production item.
- designing and costing a complete workshop.
- designing and building a chair.
- exploring the commission process.
- historical research project.
- developing a portfolio and other marketing tools.

Career Potential

Graduates of these programs are found throughout North America. They are often self-employed, or may be employed in cabinet or furniture shops. There remains a demand for the woodworker who exhibits pride in his/her work and who strives for quality, balanced design and honest value in his/her product. These traits, when combined with a sound technical background, greatly enhance your chance of success.

Admission Requirements

- graduation from a British Columbia Senior Secondary School or equivalent,* with Principles of Math 11, Applications of Math 11, Essentials of Math 11 or equivalent with a "C" grade or better.
- the probability of succeeding in this program improves if candidates possess strong reading and comprehension skills.
- all applicants are required to complete a computerized placement test in reading, writing and mathematics once they have submitted their application.
- applicants will be required to arrange an orientation interview with the program instructor only after having received an acceptance letter. basic computer skills highly recommended.

* Consideration will be given to mature individuals (19 years or older) who are not Senior Secondary School graduates provided they have completed or are in the process of obtaining Principles of Math 11 or equivalent with a "C" grade or better. (This course must be completed prior to the program entry date.)

Course Descriptions

CRWW 160 **WOODSHOP TOOLS AND TECHNIQUES**

This course provides a comprehensive introduction to woodworking tools and equipment by examining the safe and skillful use of both hand and power tools, including their selection, purpose and maintenance. Techniques for small production runs, including jig and fixture design are also examined.

CRWW 161 **JOINERY PRINCIPLES AND PRACTICES**

You will study the principles of joinery as applied to furniture and cabinet construction. As this is primarily a practical course, you will experience joint selection, joinery by both hand and machine tool processes, and the organization of the process while engaged in construction of furniture pieces, preferably to your own design.

CRWW 162 **SPECIALIZED TECHNIQUES**

The utilization of specialized woodworking techniques enables you to enhance both the design and execution of your product. Wood bending (steam and lamination), curved panels, veneering, turning, carving and inlay work all provide an opportunity to design and create objects that stand apart in the market place.

CRWW 164 **MATERIALS TECHNOLOGY**

This in-depth look at wood, and how and why it behaves in the manner it does, provides the necessary background to understand the principles of joinery.

CRWW 165 **WOOD FINISHING**

A comprehensive study of the methods and materials used to finish wood. This course includes both a technical explanation of, and practical experience in, the applications of stains and dyes, fillers, penetrating finishes and top coats.

CRWW 175 **FURNITURE DESIGN**

An examination of basic design theory provides the foundation for successful furniture design. A review of the history of furniture creates an awareness of the design continuum, while practical experience in sketching, drafting, model-making and mock-up prepares your ideas for construction.

CRWW 176 **DRAFTING FOR FURNITURE**

This course is a comprehensive experience in the drafting of furniture. After an introduction to the drafting process the student is expected to produce detailed construction drawings of each

of their projects prior to construction. With the first few projects, this will be done on a drafting table. It is recommended that students take the optional AutoCAD course, and at that point they can produce drawings on the computer for their later projects.

CRWW 179 **KITCHEN DESIGN AND CONSTRUCTION**

How one functions within a kitchen, the space requirements and space utilization are discussed. The use of the 32 mm cabinet construction system is examined, with particular emphasis on methods appropriate to the small shop. A set of kitchen cabinets is constructed in this course.

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GENERAL MECHANICS

NINE-MONTH CERTIFICATE AT SILVER KING CAMPUS, NELSON

Program Calendar

2009

- **September 8** – Program begins.
- December 17 – Winter break.

2010

- January 4 – Program continues.
- May 27 – Program ends.
- **September 7** – Program begins.
- December 16 – Winter break.

Program Objectives

This program encompasses three mechanical trades: Automotive Service Technician, Commercial Transport Mechanics and Heavy Duty Mechanics. Module one, or Entry Level Training of these three trades is covered in detail within the guidelines of the Industry Training Authority, preparing graduates to become indentured as an apprentice in their chosen trade.

The theory portion of the program is delivered in a classroom lecture mode along with self-directed activities, while the hands-on portion is accomplished in the College's mechanical shop. The ratio of shop time to classroom time is approximately 60:40 and based on a 4-day week. Upon graduation, you possess the skills, knowledge and attitudes necessary to gain employment in one of the above areas as a Level 1 apprentice.

As part of the program, all students are given an opportunity to acquire an Air Brake Endorsement on their driver's licence, a Forklift Operators Certificate, Occupational First Aid Level 1, and WHMIS Certification.

Career Potential

Skilled trades people are in demand all across the country in well respected jobs that offer good pay, great benefits and endless opportunities. The career path of a trades or technology graduate can lead to senior management, contractor or entrepreneur, there are no limits.

Admission Requirements

- graduation from a British Columbia Senior Secondary School or equivalent,* with
- Principles of Math 10, Applications of Math

11, Essentials of Math 12 or equivalent, and

- Communications 11 or equivalent with a "C" grade or better.
- possession of a valid driver's license class 5 novice or higher.
- must be capable of doing physical work.
- basic keyboarding and computer skills are an asset.
- all applicants are required to complete a computerized test in reading, writing and mathematics once they have submitted their application.

* Consideration will be given to mature individuals (19 years or older) who are not Senior Secondary School graduates provided they completed or are in the process of obtaining Principles of Math 10 or equivalent and Communications 11 or equivalent with a "C" grade or better. (These courses must be completed prior to the program entry date.)

Employers may require higher level of Math as part of their hiring policies.

NOTE: You will be required to provide a pair of work gloves (leather palm), welding gloves, safety toe boots, appropriate winter clothing. Coveralls will be supplied at a minimal cost. You are also required to purchase the necessary textbooks and supplies associated with the mechanical trades at an approximate cost of \$500. The college will loan all other books and tool kits needed to complete the course. It is recommended that students have their own vehicle/transportation.

Course of Studies

- Safe Work Practices
- Prepare for Employment
- Work Practices and Procedures
- Heavy Duty Wheeled Equip & Attachments
- Track Machines & Attachments
- Wire Rope & Winches
- Hydraulic Systems
- Hydraulic Brake System
- Air Brake Systems
- Alternate Brake Systems
- Air Operated Systems
- Diesel Engines
- Electrical and Electronic Systems
- Spark Ignition Systems

- Mechanical Diesel Fuel Systems
- Power Train Components

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Program Calendar

2009

- January 5 - Program continues
- May 27 - Program ends.
- **September 8** - Program begins.
- December 17 - Winter break.

2010

- January 4 - Program continues
- May 26 - Program ends.
- **September 7** - Program begins.
- December 16 - Winter break.

Program Objectives

The primary objective of the program is to develop skills in hairstyling techniques and to gain knowledge of related areas which will enable graduates to perform the work of an operator. Students receive theoretical and practical skills training throughout the program including a weekly practicum at a commercial salon. Learning is accomplished through practical instruction and student participation with equipment, tools, and materials used in the hairdressing trade.

Students who successfully complete the program are awarded a Selkirk College Certificate of Completion and are eligible to write the examination for the Cosmetology Industry Association of BC Hairdressing Certificate.

Career Potential

Employment success rates have been favourable with the vast majority of graduates finding relevant employment within six months of graduation. Prospects for employment success are greatly enhanced if graduates are free to relocate to other areas. The following career opportunities are available to program graduates: hairstylist, technician, platform artist, salon management, cruise ship salon operator, film stylist, instructor, inspector, examiner, and salesperson.

Admission Requirements

graduation from a British Columbia Senior Secondary School or equivalent,*all applicants are required to complete a computerized placement test in reading, writing and mathematics once

Course of Studies

HAIR 110	Introduction to Hairdressing
HAIR 152	Infection Control
HAIR 154	Shampoo and Massage I, II
HAIR 156	Trichology and Chemistry
HAIR 158	Hairstyling and Blow Drying I, II, III
HAIR 160	Communications I, II, III
HAIR 162	Hair Shaping and Hair Cutting I, II, III
HAIR 164	Chemical Texturizing I, II, III
HAIR 166	Hair Colouring I, II, III
HAIR 168	Salon Business and Management II, III
HAIR 170	Wigs and Hair Additions
HAIR 172	Practicum

they have submitted their application.an interview with an instructor may be required before commencement of the program.applicants must be non-allergic to the solutions used in this occupation. This occupation is physically demanding and reasonable physical conditioning is necessary and people skills required.*Consideration will be given to mature individuals (19 years or older) who are not Senior Secondary School graduates provided they have successfully completed Grade 10 or equivalent.**Note: Professional clothes must be worn to all classes and practicums (no jeans).**

Course Descriptions

HAIR 110 INTRODUCTION TO HAIRDRESSING

This course covers the history of hairdressing, trade terminology, required skills and equipment, the role of the Cosmetology Industry Association of British Columbia, and Hairdressing Code of Ethics. Students will practice personality development, motivation and goal setting; professional image projection; safety procedures and first-aid.

HAIR 152 INFECTION CONTROL

This course focuses on personal grooming and public hygiene, bacteriology and related diseases/disorders, sanitation and sterilization.

HAIR 154 SHAMPOO AND MASSAGE I, II

Following theoretical study and analysis, students will practice the provision of client services including preparation, analysis of hair and scalp condition, appropriate product selection, shampooing, and appropriate follow-up treatments in a salon setting. Two days are dedicated to learning and practicing massage techniques.

HAIR 156 TRICHOLOGY AND CHEMISTRY

Histology (the study of skin), the physiology of hair, hair structure, hair chemistry, and the structure of skin are covered in a classroom setting.

HAIR 158 HAIRSTYLING AND BLOW DRYING I, II, III

Students are introduced to the concepts of client lifestyle analysis, head form analysis, and hair growth analysis. Students will develop terminology associated with styling and the tools used for various techniques. Techniques include finger waving, pin curling, skip waving, moulding, roller placement, thermal styling, braiding, combing out and finishing techniques. Techniques and applications for both short and long hair styling are examined.

HAIR 160 COMMUNICATIONS I, II, III

Principles of professional communication, client consultation, and maintaining client satisfaction are introduced with an emphasis on verbal and non-verbal communication skills, critical thinking, conflict management and team building.

HAIR 162 HAIR SHAPING AND HAIR CUTTING I, II, III

An extensive hands-on component of the program where the analysis of client lifestyle, physical characteristics, head form, and hair growth patterns are applied to the practice of shaping and cutting in a salon setting. Students will learn and practice the following hair-cutting techniques on live subjects and mannequins: sectioning and parting, body and hand positioning, tension control, cutting angles, scissor cuts, razor cuts, use of tapering shears, low and high elevation haircuts, wet to dry haircuts, form and balance.

HAIR 164 **CHEMICAL TEXTURIZING I, II, III**

Systems of permanent waving; client preparation; safety precautions and procedures; liability release forms; hair and scalp analysis; hair relaxing; strand tests; product knowledge; physical preparation methods; chemical application and removal; and follow-up treatments are learned and practiced in this unit.

HAIR 166 **HAIR COLOURING I, II, III**

Classifications of hair colours and lighteners, client preparation, liability release, safety precautions and procedures, hair and scalp analysis, strand tests, foiling, tint application, de-colourizing, low-lighting & highlighting, product knowledge, application and removal of chemicals, and follow-up treatments are learned and practiced.

HAIR 168 **SALON BUSINESS AND MANAGEMENT II, III**

An introduction to the practicalities of small business management is undertaken. The principles of needs analysis, product knowledge, sales techniques, client identity, record keeping, book keeping, appointment & work scheduling, time management, reception services, salon layout & design, marketing, costs, revenues, and profits are undertaken.

HAIR 170 **WIGS AND HAIR ADDITIONS**

An introduction to the typology, measurement, fitting, cleaning, conditioning, cutting, colouring and styling of wigs, hair pieces and extensions.

HAIR 172 **PRACTICUM**

Students are assisted in securing weekly practicum positions in salons in communities of their choice. Under the supervision and discretion of the salon owner/operator, students will engage in activities in accordance with their demonstrated skill, knowledge and ability. Practicum placement provides valuable opportunities to integrate study with work.

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MILLWRIGHT APPRENTICESHIP

SEVEN-WEEK TECHNICAL TRAINING AT SILVER KING CAMPUS, NELSON

Program Calendar

2009

- Level 2 - February 23 to April 9
- Level 4 - November 2 to December 18

2010

- Level 2 - January 4 to February 19
- Level 3 - February 22 to April 9
- Level 4 - November 1 to December 17

Program Objectives

Selkirk College offers Millwright technical training in cooperation with the Industry Training Authority (ITA). The theory courses prepare students to become a Journeyperson Millwright by completing the required technical training for Levels 2, 3 and 4. Each level consists of a seven-week program that meets 30 hours per week.

Admission Requirements

- indentured in Millwright Apprenticeship.
- recommended: Grade 10 or equivalent including English 10, Principles of Math 10 and Science 10.
- preferred: graduation from a British Columbia Senior Secondary School or equivalent.

Course Descriptions

MILLIN 290 MILLWRIGHT APPRENTICESHIP LEVEL 2

- Trade Science
- Power Transmissions
- Material Handling Systems
- Cut, Fit and Fabricate
- Install Equipment
- Lubricants, Seals and Bearings

Prerequisites:

Indentured in Millwright Apprenticeship.

Course of Studies

MILLIN 290 Millwright Apprenticeship Level 2
MILLIN 390 Millwright Apprenticeship Level 3
MILLIN 490 Millwright Apprenticeship Level 4

MILLIN 390 MILLWRIGHT APPRENTICESHIP LEVEL 3

- Pumps
- Fluid Power
- Power Transmissions
- Install Equipment

Prerequisites:

Indentured in Millwright Apprenticeship.

MILLIN 490 MILLWRIGHT APPRENTICESHIP LEVEL 4

- Prime Movers
- Trade Science
- Fluid Power
- Power Transmissions
- Material Handling Systems
- Work Practices
- Install Equipment
- Compressors
- HVAC and Pollution Control
- Operational Equipment Effectiveness

Prerequisites:

- Indentured in Millwright Apprenticeship.

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MILWRIGHT/MACHINIST

NINE-MONTH CERTIFICATE AT SILVER KING CAMPUS, NELSON

Program Calendar

2009

- January 5 - Program continues
- May 28 - Program ends.
- **September 8** - Program begins.
- December 17 - Winter break.

2010

- January 4 - Program continues
- May 27 - Program ends.
- **September 7** - Program begins.
- December 16 - Winter break.

Program Objectives

The Millwright/Machinist program is a nine-month entry-level trades training program in which you gain both theoretical knowledge and practical shop skills to a level equivalent to the first level of apprenticeship in each of the Millwright and Machinist trade areas. Successful graduates will be granted credit for the first level of the four-level Apprenticeship program in either Millwright or Machinist trade and the second level technical training for Millwright. This program prepares students for entry-level employment as a Millwright or Machinist within a variety of industrial worksites.

Admission Requirements

graduation from a British Columbia Senior Secondary School or equivalent,* with Principles of Math 10, Applications of Math 11, Essentials of Math 12 or equivalent with a C grade or better. All applicants are required to complete a computerized placement test in reading, writing and mathematics once they have submitted their application.*Consideration will be given to mature individuals (19 years or older) who are not Senior Secondary School graduates provided they have completed or are in the process of obtaining Principles of Math 10 or equivalent with a "C" grade or better. (This course must be completed prior to the Program entry date.)NOTE: Employers may require higher level of Math as part of their hiring policies.

Course of Studies

Course	Name
MILMAC 150	Introductory Millwright/Machinist
MILMAC 160	Intermediate Millwright/Machinist
MILMAC 170	Advanced Millwright/Machinist

Course Descriptions

MILMAC 150 INTRODUCTORY MILLWRIGHT/MACHINIST 150

Upon completion of this course you possess the skills and knowledge for safe work practices required of industrial workers in maintenance sites, machine shops, and field locations. You learn the math, science and drafting skills required of an entry-level worker in these sites and are able to use common hand tools and precision measuring instruments used in these trades. The proper use of lifts, scaffolding and techniques for lifting heavy loads is taught. Basic oxy-acetylene welding, the selection and use of fasteners and fittings, and basic electrical principles are also learned during this course.

MILMAC 160 INTERMEDIATE MILLWRIGHT/MACHINIST 160

In this course you learn the safe and proper operations of drilling machines, saws, lathes, shapers and milling machines. You gain an understanding of the introductory principles of fitting and assembly, metallurgy, gears and gear drives, and the characteristics and selection of proper lubricants. You learn basic arc welding and gain practical experience in all these areas by designing and building a project, in consultation with your instructor.

MILMAC 170 ADVANCED MILLWRIGHT/MACHINIST 170

During the final three-month period of the program you acquire advanced knowledge and skills of the machinist and millwright trades. Further study in metallurgy enhances your understanding of working with metal and metallic components. You gain proficiency working these materials and become proficient in more advanced operations on machine shop equipment including drilling machines, engine lathes, saws, grinders, shapers, planers, slotters and vertical and horizontal milling machines.

Theoretical understanding combined with practical experience in pneumatic and hydraulic systems and in the installation and alignment of machine components broaden your understanding of the knowledge areas associated with these trades. To better prepare you for employment, you also learn job search skills, resume writing and interview procedures and expectations.

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REFRIGERATION PLANT OPERATOR

SIX-MONTH CERTIFICATE AT SILVER KING CAMPUS, NELSON

Program Objective

A comprehensive nine-unit course approved by the BC Boiler Inspection Branch taught entirely through distance education. Completion of this course gives the student four months credit towards the one year of operating time required to write the provincial certificate as refrigeration/ice plant operator.

The course material serves as an invaluable resource while working in the refrigeration field. Students can register at any time for this course. Tuition includes six months of telephone tutorial plus all printed materials. If necessary, a two month extension can be granted for an additional charge of \$200.

Career Potential

The title "Power Engineer" is now the standardized Canadian designation for what used to be called a: Steam Engineer, Stationary Engineer, Operating Engineer, or Power Plant Operators. A Power Engineer is responsible for providing light, heat, climate control, and power in buildings, industrial processes and thermal electric generating stations. These technically skilled professionals are in steady demand in Canada and around the world.

Admission

Continuous intake.

Course of Studies

This course will provide the knowledge required to challenge the BC Fifth Class Power Engineer Certification examinations. Course studies consist of nine units with one assignment for each unit. A final exam is to be written upon successful completion of the nine assignments.

The following is a summary of the course content.

- Act and Codes
- Applied Science
- Safety
- Welding and Plumbing
- Pumps, Piping and Valves
- Boiler Details
- Boiler Fittings
- Fuels and Combustion

- Boiler Controls
- Boiler operation, maintenance and water treatment
- Heating Systems and Human Comfort
- Refrigeration and Air conditioning; Systems and Auxiliaries
- Refrigeration and Air-conditioning Controls
- Air Compression
- Electricity

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SKILLED TRADES EXPLORATORY PROGRAM (STEP) FOR WOMEN

11-WEEK CERTIFICATE AT SILVER KING CAMPUS, NELSON

Program Calendar

2009

- **February 2** - Winter 11-week program instruction begins.
- April 16 - Winter program instruction ends.
- **September 14** - Fall 11-week program instruction begins.
- November 26 - Fall program instruction ends.

2010

- **February 1** - Winter 11-week program instruction begins.
- April 15 - Winter program instruction ends.
- **September 13** - Fall 11-week program instruction begins.
- November 25 - Fall program instruction ends.

Program Objectives

Upon completion of the 11-week Skilled Trades Exploratory Program (STEP) for Women, the students will have gained basic technical knowledge and basic hands-on skills in the following trades: Electrical, Millwright, Machinist, Welding, Carpentry and General Mechanics. The students will also have gained a basic knowledge of subjects such as Trade Math, Trade Science, Drafting, Blueprint Reading, Layout, Measuring Practices, Rigging and Fasteners & Fittings. The students will also receive training and certification in Occupational First Aid Level I, Forklift Operation and WHMIS.

The Skilled Trades Exploratory Program (STEP) will also provide the students with the opportunity as a group to visit industrial worksites within our region to see where and how tradespersons perform their work.

As a result of participating in the Skilled Trades Exploratory Program (STEP) for Women, the students will have gained the knowledge that will enable them to determine if they wish to pursue a career as a tradesperson, and if so, in which particular trade.

Career Potential

There is a looming shortage of skilled and semi-skilled trade workers. The economy will be negatively impacted if employers are unable to hire people with needed trade skills. We know we must begin training people now if we hope to meet the demands of business and industry. Selkirk College is providing an opportunity to explore the possibility of a rewarding career in trades. This program will make these trades more accessible to women by helping them to develop a career plan.

Admission Requirements

- graduation from a British Columbia Senior Secondary School or equivalent.*
- basic computer literacy.
- all applicants are required to complete a computerized basic skills assessment test in reading, writing and mathematics once they have submitted their application.

*Consideration will be given to mature individuals (19 years or older) who are not Senior Secondary School graduates provided they have successfully completed Grade 10 or equivalent.

Course of Studies

- Program Orientation
- Occupation First Aid Level I
- WHMIS
- Career Preparation
- Trade Math, Science and English
- Drafting Blueprint Reading
- Rigging, Ladders and Scaffolds
- Forklift Certification
- Electrical
- Millwright/Machinist
- Mechanics
- Carpentry
- Welding
- Equipment Operation
- Worksite Visits
- Fasteners and Fittings

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Program Calendar

2009

- January 5 - Program continues.
- May 28 - Program ends.
- **September 8** - Program begins.
- December 17 - Winter break.

2010

- January 4 - Program continues.
- May 27 - Program ends.
- **September 7** - Program begins.
- December 16 - Winter break.

Note: The above program calendar is for C Level Welder-Fitter. Both B Level and A Level Welding are continuous intake from September to May. Please contact Admissions for availability.

Program Objectives

In accordance with the BC Provincial Welding Trades Advisory Committee in cooperation with the Ministry of Advanced Education, students who successfully complete all welding modules are trained to a province-wide competency level. On completion of each level of training, graduates will possess the skills necessary to function as a safe and competent Welder at that level. In the Province of British Columbia welding training and accreditation is provided in the following format:

- **C Level Welder-Fitter:** training in several processes and procedures to a basic competency level in welding with additional modules to provide basic training in fitting, layout, and fabrication.
- **CWB:** unclassified – Welders tested and licensed by a Canadian Welding Bureau (CWB) member shop or union.
- **B Level:** intermediate training in several processes and procedures.
- **Pressure Tickets:** after becoming a registered B Level Welder, American Society of Mechanical Engineers (ASME) procedure Boiler and Pressure Vessel Code procedures may be obtained.
- **A Level:** advanced training in several processes and procedures.
- **Night School:** all C, B, and A levels – upgrade – hobby – backyard mechanics.

Career Potential

Graduates of each level of training have a variety of employment opportunities. Nearly every industry, union agency and manufacturing facility employs welders, not only in BC and Canada, but worldwide (for those who love to travel). For students interested in obtaining the A Level and several pressure tickets, the top end of the salary scale can exceed \$100,000 per year. Most medium to large companies use a welding process in one or more departments. This training provides the means of entry into management, technical services, engineering, fabrication, machining, mechanical, maintenance, inspection and quality control and more.

C LEVEL WELDER-FITTER

The Level C Welder-Fitter program is nine months of training and five months of work experience which provides you with extensive practical skills, preparing you for the growing workforce. Through one-on-one shop time, theory and practical hands-on training, you will gain entry level knowledge of Welder-Fitter job requirements.

Admission Requirements

- graduation from a British Columbia Senior Secondary School or equivalent,* with
- Principles of Math 10, Applications of Math 11 or Essentials of Math 12 or equivalent with a “C” or better, and
- English 10 with a “C” or better.
- good hand/eye coordination.
- all applicants are required to complete a computerized placement test in reading, writing and mathematics once they have submitted their application.

*Consideration will be given to mature individuals (19 years or older) who are not Senior Secondary School graduates provided they have completed or are in the process of obtaining Principles of Math 10 or equivalent with a “C” grade or better. (This course must be completed prior to the program entry date.)

Note: Employers may require a higher level of Math as part of their hiring policies.

Students must supply some hand tools, safety boots, leatherwear and purchase module texts at a cost of approximately \$600

B LEVEL WELDING

Approximately four months training plus eight months work experience are required for your B Level training. Selkirk College offers a series of competency-based courses on a continuous basis from September to May. Due to the wide scope of these courses, an interview with the appropriate instructor BEFORE registering is strongly recommended.

Admission Requirements

- successful completion of C Level Welding program including C Level Endorsement Stamp.
- minimum of five months work experience as a Welder.
- students must supply some hand tools and purchase B Level module texts at a cost of approximately \$100.
- an interview with the instructor prior to registering is strongly recommended.

Students are required to have C Level module texts in addition to above.

A LEVEL WELDING

Approximately two months training plus ten months work experience are required for your A Level training. Selkirk College offers a series of competency-based courses on a continuous basis from September to May. Due to the wide scope of these courses, an interview with the appropriate instructor BEFORE registering is strongly recommended.

Admission Requirements

- successful completion of B Level Welding program including B Level Endorsement Stamp.
- minimum of eight months work experience as a Welder.
- students must supply some hand tools and purchase A Level module texts at a cost of approximately \$50.
- an interview with the instructor prior to registering is strongly recommended.

Students are required to have C and B Level module texts in addition to above.

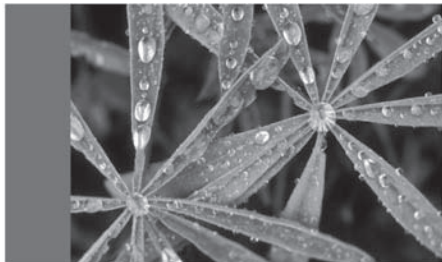
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renewable resources

AT SELKIRK COLLEGE

The School of Renewable Resources is committed to providing the most flexible, nationally accredited environmental science programming in Canada. A one-year advanced certificate, three nationally accredited technology diploma programs, an Advanced Diploma and Bachelor Degree in Geographic Information Systems and an internationally recognized research center are all integrated to help students achieve success in environmental science and geomatics.

FOREST TECHNOLOGY

This is a strong field-based program that leads to immediate employment with government agencies and the forest industry sector.

GEOGRAPHIC INFORMATION SYSTEMS

The Advanced Diploma and Bachelor Degree in Geographic Information Systems (GIS) are built on the technical diploma foundation and provide specialized training for becoming a geospatial expert with expertise in GIS, remote sensing, 3D visualization and internet mapping technologies.

INTEGRATED ENVIRONMENTAL PLANNING TECHNOLOGY

This program prepares professionals for careers in environmental assessment, monitoring and planning with potential employment in government, private industry and consulting.

RECREATION, FISH & WILDLIFE TECHNOLOGY

Graduates serve the growing need for technologists in parks, recreation, and fish and wildlife management. Careers include fish and wildlife conservation as well as park and resource management.

RENEWABLE ENERGY

A growing field that focuses on technologies used in the production of renewable energy such as solar photovoltaic, small hydro, bioenergy, geothermal, wind and others.



ONE-YEAR CERTIFICATE

- Renewable Energy

NATIONALLY ACCREDITED TWO-YEAR DIPLOMAS

- Forest Technology
- Integrated Environmental Planning Technology
- Recreation, Fish & Wildlife Technology

ADVANCED DIPLOMA/BACHELOR DEGREE

- Geographic Information Systems

APPLIED RESEARCH

- Selkirk Geospatial Research Center

FOREST TECHNOLOGY

TWO-YEAR DIPLOMA AT CASTLEGAR

Program Calendar

2009

- September 8 - Student Orientation All Programs
- September 9 - Fall term instruction begins
- December 11 - Fall term instruction ends
- December 14 - 23 - Fall term examinations - Castlegar Campus

2010

- January 4 - Winter term instruction begins
- February 15 - 19 - Reading Break
- April 8 - Winter term instruction ends
- April 13 -22 - Winter term examinations - Castlegar Campus
- April 19 - 30 - Field School Program Objectives

Selkirk College's Forestry Program is known throughout the country for excellence in forest technology education. As an environmental science this program emphasizes an ecological approach to forest land management. Subject areas include applied ecology, planning, regeneration, inventory, hydrology, habitat and forest protection in a Nationally Accredited program. Selkirk College students spend more than 50 percent of their class time in the field learning in real world projects. The program also emphasizes achievement of proficiency in advanced technology including Geographic Information Systems and Global Positioning Systems. The College's graduates are benefiting from our training and the recognition by government, industry and communities of the importance of better forest management.

Curriculum Advisory

The curriculum for this program is developed in consultation with the Program Advisory Committee (PAC). The PAC membership includes people who hire our students and many are past graduates. Organizations currently having representatives on the committee include: Ministry of Forest, small and large forest companies, and forest consultants. The PAC meets regularly, and their feedback may result in changes to the program.

Course of Studies

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week;

Course	Name	Lec	Lab
	Term 1		
MATH 160	Technical Mathematics	3	0
RRS 152	Surveying	1	4
RRS 161	Environmental Field Techniques	2	3
RRS 162	Botany and Forest Ecology	2	3
RRS 164	Geology, Landforms and Soils	2	3
RRS 191	Introduction to Computers II	0	2
TWC 150	Introduction to Technical Communications I	3	0
	Total:	13	15

Course	Name	Lec	Lab
	Term 2		
EP 166	Applied Microbiology (Elective)	2	3
MATH 190	Resource Statistics I	2	1
RRS 154	Map and Air Photo Use	0	4
RRS 158	Introduction to GIS	3	0
RRS 163	Forest Ecology (Elective)	3	3
RRS 170	Fish and Wildlife Ecology	2	3
TWC 151	Introduction to Technical Communications II	3	0
	Total:	15	14

Course	Name	Lec	Lab
	Term 3		
FOR 278	Field School	0	0

Course	Name	Lec	Lab
	Term 4		
FOR 250	Silviculture I	3	4
FOR 252	Forest Resource Management	2	0
FOR 260	Applied Forest Hydrology and Forest Road Engineering	3	4
FOR 265	Forest Measurements	2	3
FOR 271	Applied Ecology	2	3
FOR 274	Forest Health Management	2	3
	Total:	14	17

Course	Name	Lec	Lab
	Term 5		
FOR 200	Field Trip Study	0	0
FOR 251	Silviculture II	3	4
FOR 253	Forest Policy	1	2
FOR 261	Forest Harvesting	3	4
FOR 275	Forest Pest Management	1	3
RRS 250	Integrated Resource Management	2	2
RRS 290	Computer Applications	0	3
	Total:	10	18

Degree Programs

The Forest Technology Program now ladders into the Selkirk College Bachelor In Geographic Information Systems and counts as the first two years of this program. Alternately, there is a long-standing tradition of our graduates transferring and successfully completing university degrees. Selkirk's Forest Technology graduates have successfully transferred credit towards degrees in universities throughout Canada and the United States. Selkirk College also has formal transfer arrangements with the following institutions: University of Northern BC, Thompson Rivers University, and Royal Roads University.

Common Core

Starting in September 2007, The first year of Forest Technology, Recreation, Fish & Wildlife Technology and Integrated Environmental Planning Technology programs will consist of a core of common courses emphasizing resource skills, knowledge and attitudes in: inventory, measurement, mapping, communications, math, and interpretation.

The second year of each program synthesizes the skills, knowledge, and attitudes of first year with applied management, planning, and advanced techniques and principles. Integration of learning in each program is required. With the adoption of a common first year, students interested in dual diploma's can now complete any second or third diploma with one additional year of study.

CO-OP Education Option

Renewable Resources students have the opportunity to enrol in Co-op Education. This program consists of four-month work terms that allow students to access unique experiential learning. Co-op work terms are administrated as regular course work with both cost and reporting requirements. Benefits include maintenance of full-time student status as well as access to employment and experience unavailable outside of the Co-op Program. For more information contact the at (250) 365-1280.

CO-OP 170 / 270 / 370 WORK TERMS

These courses provide the practical application of academic studies. Students spend work terms at an employer site. A report covering each work term is required.

15 Credit-hours / work term

Career Potential

Graduates are immediately employable and have developed careers throughout BC, Canada and internationally with government, small and large industry, non government organizations, First Nations and the consulting sector. 85% of our graduates find both seasonal and full time forestry employment within two months of graduation. This nationally accredited program enables a direct track for registration with the Association of BC Forest Professionals. Finally, program staff are committed to helping students find relevant experience and employment.

Admission Requirements

Program staff are committed to help students preparing for admission into the program. In addition to meeting the general entrance requirements for admission to Selkirk College, an applicant must meet the following School of Renewable Resources program requirements:

HIGH SCHOOL GRADUATES

- Completion of senior secondary school graduation (or equivalent) with the following courses or their equivalents: BIOL 11, ENGL 12, and Principles of MATH 11 with a "C+".

MATURE STUDENTS

- Mature student entry is possible without secondary school completion but mature applicants must have BIOL 11 or 12 and ENGL 12, or equivalent courses with a "C+", and Principles of MATH 11 with a "C+".
- Applicants may be required to complete preparatory modules in mathematics, writing and computers, where identified by the school.

In individual cases, related work experience can be considered in the application process at discretion of the School Chair

All applicants must be in good health and reasonably good physical condition. A demonstrated interest in, and aptitude for, outdoor work is essential as much of the work is done in the field, often under adverse and arduous weather and topographic conditions.

For any questions related to prerequisites and support, please contact School Chair.

Computer Competency

Computer competency is an important element of success in the program. It is strongly recommended that students have entry level experience with MS Word / MS Excel / and the internet prior to starting the program.

Course Descriptions

MATH 160 TECHNICAL MATHEMATICS

This is an applied math course, focusing on the technical math skills required in Renewable Resources work. Topics include: computation, 2-D and 3-D trigonometry, conversion factors, derived and empirical formulas, exponentials and logarithms, and map scales.

Prerequisites

Principles of MATH 11, or MATH 12 (Principles or Applications), or MATH 80, or equivalent.

RRS 152 SURVEYING

Practical use of common survey instruments and techniques used by resource management technicians. Use and maintenance of basic surveying instruments and equipment; measurement of distance, direction, and elevation; obtaining and recording topographic and planimetric data.

RRS 161 ENVIRONMENTAL FIELD TECHNIQUES

Environmental Field Techniques RRS 161 is an introduction to measurements and the sampling methods used to assess, classify, and evaluate vegetation of forest and range land, wildlife populations, streams, and air and water quality. Emphasis is placed on proper techniques for laying out plots, collection methods for various types of data, and the proper use of measurement equipment.

Prerequisites

3 credit Hours

RRS 162 BOTANY AND FOREST ECOLOGY

This course is an introduction to the basics of Botany and Forest Ecology. Topics include plant identification of approximately 100 native plants that occur in the West Kootenay. Ecosystem description follows the Biogeoclimatic Ecosystem Classification system. Lectures cover topics in photosynthesis, respiration, transpiration, translocation, ecosystem classification and the distribution of various ecosystems in British Columbia. Approximately 70% of labs occur in the field.

Prerequisites

BIOL 11 or BIOL 50. (grade of “C” or better is required to use a course to satisfy a prerequisite requirement.)

Corequisites:

RRS 164.

RRS 162 BOTANY AND FOREST ECOLOGY

This course is an introduction to the basics of Botany and Forest Ecology. Topics include plant identification of approximately 100 native plants that occur in the West Kootenay. Ecosystem description follows the Biogeoclimatic Ecosystem Classification system. Lectures cover topics in photosynthesis, respiration, transpiration, translocation, ecosystem classification and the distribution of various ecosystems in British Columbia. Approximately 70% of labs occur in the field.

Prerequisites

(A grade of “C” or better is required to use a course to satisfy a prerequisite requirement.) BIOL 11 or BIOL 50.

Corequisites:

RRS 164.

RRS 164 GEOLOGY, LANDFORMS AND SOILS

This course covers identification of common rocks and minerals, landforms, and soils of British Columbia and study of their properties in relation to management of the forest environment and landscape.

RRS 191 INTRODUCTION TO COMPUTERS II

This course builds upon the computer concepts from RRS 190 by offering advanced computer applications and techniques specific to the Integrated Environmental Planning Technology program. Emphasis will be placed on the use of spreadsheets, database applications, web design, and desktop mapping.

Prerequisites

ABT 113 and ABT 134, or challenge exam, or advanced credit.

TWC 150 INTRODUCTION TO TECHNICAL COMMUNICATIONS I

A review of basic English skills is undertaken in this course. Also included is an introduction to general principles in written technical communication and its application to renewable resource management. Classroom sessions focus on developing writing skills, academic research and documentation, the organization and interpretation of data, oral presentation skills, and job search techniques.

IEP 166 APPLIED MICROBIOLOGY

This introductory, applied environmental microbiology course covers basic microbiological theory and skills including safe lab practices; aseptic technique; preparation of media; isolation and growth of pure cultures; gram staining; microbial enumeration using pour plates, spread plates, membrane filtration and optical density; and identification of micro-organisms using biochemical tests.

MATH 190 RESOURCE STATISTICS I

This course covers standard tests and techniques of statistics and the application of these statistical measures in renewable resources management.

Prerequisites

Successful completion of MATH 160

RRS 154 MAP AND AIR PHOTO USE

This course emphasizes the practical application of maps and air photos in resource management. Students become familiar with types of maps and air photos, indexing systems, using maps and air photos in the field, map reading and measuring techniques, photo interpretation and measuring techniques, obtaining data for mapping, stratification of air photos, and remote sensing techniques.

Prerequisites

RRS 152, MATH 160, or MATH 161.

RRS 158 INTRODUCTION TO GIS

This course will provide training in Computer Drafting, Geographic Information Systems (GIS) and Global Positioning Systems (GPS) as relevant to the fields of environment, forestry, fish, wildlife and recreation. Emphasis will be placed on developing hands-on expertise with drafting and GIS Software such as ArcGIS and Softree. Global Positioning Systems (GPS) data collected in the field will be integrated into mapping exercises for analysis and display.

Prerequisites

RRS 152, RRS 190 or IEP 190.

Corequisites:

RRS 154.

RRS 163 FOREST ECOLOGY

This course is a continuation of RRS 162, with further studies of local forest ecosystems and how they function. Tree silvics, soils, energy, nutrient cycling, and climate are some of the topics covered. The course will also focus on the impact of various types of management on local forest ecosystems. Topics are covered in both the classroom and the field.

Prerequisites

RRS 162, RRS 164.

RRS 170 FISH AND WILDLIFE ECOLOGY

Identification and ecology of vertebrate animals, habitat requirements and habitat disturbance implications. Guidelines and management strategies to minimize impact of other resource uses on fish and wildlife.

Prerequisites

RRS 162 or IEP 160.

Corequisites:

RRS 163 or IEP 161.

RRS 170 FISH AND WILDLIFE ECOLOGY

Identification and ecology of vertebrate animals, habitat requirements and habitat disturbance implications. Guidelines and management strategies to minimize impact of other resource uses on fish and wildlife.

Prerequisites

RRS 162 or IEP 160.

Corequisites:

RRS 163 or IEP 161.

TWC 151 INTRODUCTION TO TECHNICAL COMMUNICATIONS II

An introduction to general principles in written technical communication and oral presentation. Lectures focus upon business correspondence, the informal and formal report, technical style, and graphic illustration. Students practice delivery techniques for oral presentations of technical data in renewable resource management. Collaborative activities and teamwork skills are practiced and encouraged.

Prerequisites

TWC 150.

FOR 278 FIELD SCHOOL

Ten days of practical field work at the end of the Winter semester. Major projects are planting, silvicultural measurements, juvenile spacing, and field mapping and engineering. This course is scheduled for two weeks (seventy hours) after final exams in late April.

Prerequisites

Successful completion of all first year courses.

FOR 250 SILVICULTURE I

This course prepares the students for immediate employment as a forest technician in British Columbia through instruction in silvicultural theory, the application of silvicultural treatments and the use of sampling to monitor silviculture activities. Ecological, operational, economic, and legislative considerations will be presented.

The emphasis of this course is on the silvics of southern interior tree species, silviculture surveys, reforestation (natural and artificial regeneration), site preparation, field assessments and preparation of logical and feasible reforestation prescriptions. Field and office case studies are used throughout.

Prerequisites

All first year courses.

FOR 252 FOREST RESOURCE MANAGEMENT

This course serves as an introduction to the prominent legislation, which directs forest management practices and forest tenures in British Columbia. Topics include; current issues, administration and ownership, access to legislation, introduction to forest tenures, review of main legislation, decision making and financial analysis, resource sustainability and allowable annual cut determination.

Prerequisites

RRS 160.

FOR 260 APPLIED FOREST HYDROLOGY AND FOREST ROAD ENGINEERING

This course covers applied hydrology, total chance access planning, slope stability and environmental impacts, route corridor reconnaissance, road location, road standards, survey and design, road construction, bridges and drainage structures, legislation, permits and costing.

Prerequisites

All first year courses.

FOR 265 FOREST MEASUREMENTS

A study of the policies and procedures used for timber cruising, log scaling and waste assessment in British Columbia. Using timber valuation as a focal point, emphasis is placed on field data collection techniques, sampling methods, statistics and data compilation. The roles of the Ministry of Forests and the forest industry are also explored.

Prerequisites

All first year courses.

FOR 271 APPLIED ECOLOGY

This course provides enhanced and new skills related to the successful management of forest ecosystems. The course emphasis is on applied ecological principles, data collection and analysis, and the applied use of relevant legislation and guidebooks. Subject matter includes studies of ecosystem classification, stand and landscape level ecology, plant autecology, soils, riparian management areas, watershed management, biodiversity, and prescription design. All subject areas are covered in the classroom or the field.

Prerequisites

All first year courses.

FOR 274 FOREST HEALTH MANAGEMENT

This course consists of an extensive field examination of a wide range of prominent forest health agents and conditions. This includes field recognition, biology, ecological role and forest management implications of various forest insects, fungi and abiotic agents. Other topics include the recognition and management of invasive weed species, assessment of forest health agents in conjunction with silviculture surveys and harvesting prescriptions, management of root diseases and assessment of bark beetle occurrences.

FOR 200 FIELD TRIP STUDY

During the spring of the fourth semester, second year students will participate in a field trip to study away from the Castlegar Campus. The field trip provides an opportunity for students to see, first hand, current management practices, eco-systems and resource management issues in other regions of the province. Students will be actively involved in trip planning and will be presented with opportunities to develop communication skills, job finding skills and professionalism.

This course is available only to students registered in the second year of the Forestry program. The course fee changes yearly depending on trip logistics. This fee ranges between \$0 and \$200 plus additional expenses that are not covered by the college.

FOR 251 SILVICULTURE II

This course is a continuation of Forestry 250. Treatments studied include seed and cone collection, and stand tending (juvenile spacing, commercial thinning, pruning, brushing and weeding, and fertilization) and selection of appropriate silviculture systems and development of silviculture and stand management prescriptions. All topics are studied in the classroom and in the field.

Prerequisites

FOR 250 and Fall term second year courses.

FOR 253 FOREST POLICY

This course explores the Acts and Regulations affecting forest management in BC, the rights to harvest timber, the tenure system, appraisals and value of timber, elements of the Forest and Range Practice Act, private land management, and resource management ethics.

Prerequisites

FOR 252.

FOR 261 FOREST HARVESTING

An in-depth examination of total chance harvest planning; harvest systems including, ground, cable and aerial; layout considerations; log transport; and the environmental impacts of harvesting operations.

Prerequisites

FOR 260.

FOR 275 FOREST PEST MANAGEMENT

This winter semester course expands on materials presented in the Forest Health Management Course. Emphasis is placed on the ecological role and management strategies for selected insect defoliators, bark beetles, wood boring insects, stem and foliage diseases, dwarf mistletoes, stem decays and exotic species. The class also examines the assessment of danger trees, agents found in forest nurseries, cone and seed damage and natural population regulation mechanisms.

Prerequisites

RRS 152, RRS 160, FOR 274, MATH 190.

RRS 250 INTEGRATED RESOURCE MANAGEMENT

This course introduces students to the process of identifying, evaluating and integrating a wide range of social, economic and environmental values in the resource management discipline. The course makes use of a variety of delivery techniques including lecture, discussion, student presentations, group activities, assigned readings and guest speakers. Topics include dispute resolution, current issues, resource valuation and economic concepts, non-timber forest products, range management, Aboriginal issues, resource planning, public participation, visual landscape management and timber supply review process.

Prerequisites

All first year courses and all fall term second year courses.

RRS 290 COMPUTER APPLICATIONS

This course introduces computer applications commonly used in resource management. Instruction includes: Computer mapping with Softree and ArcGIS 9.0 incorporating FRGIS and TRIM data. Topics such as traverse reduction, map assembly and display, as well as data transfer are covered. Spreadsheet solutions using Microsoft Excel, Database basics using Microsoft Access are used. Creating presentations with Microsoft PowerPoint are introduced and developed. File Management and basic data translation is covered throughout the course as we manipulate and display data using these software tools.

Prerequisites

All first year courses.

Contacts

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**FOR LATEST INFORMATION
VISIT SELKIRK.CA**

Program Calendar

2008

- September 2 - Student Orientation
- September 3 - Term 1 Fall instruction begins
- December 5 - Fall term instruction ends
- December 8 -19 - Fall term examinations

2009

- January 5 - Term 2 Winter instruction begins
- February 16 - 20 - Reading Break
- April - Aug - Term 3 Practicum

Program Objectives

The Advanced Diploma in Geographic Information Systems is a 12-month program that utilizes advanced geospatial technology to provide leading-edge training. The program prepares individuals to be trained geospatial experts in the environmental planning, business, industry and resource sectors. Emphasis in the program will be upon providing opportunities for learners to work on real world projects that require the latest technology enabling them to build advanced expertise in Geographic Information Systems, (GIS) remote sensing, Internet mapping technology, database management applications, global positioning systems (GPS), 3D visualization and a variety of related software applications. This is an intensive program designed for learners entering with a recognized diploma/associate degree or higher and a background in the aforementioned computerized technologies; however, applicants with the requisite work experience and a background in GIS will be considered.

Career Potential

Graduates possess a highly desirable skill set that makes them immediately employable in a diverse range of employment sectors. Graduates may decide to apply their skill set to a previous occupation or field of study or to complement a new career direction. GIS graduates will find work in private sectors, consulting and government agencies. Graduates will use their training to analyze geospatial data and build comprehensive databases to find solutions to challenging questions. Graduates can expect to work as GIS Analysts, GIS Applications Specialists, GIS project managers and Land Managers.

Course of Studies

Translation Key:

Ttl = Total course hours per term

Course	Name	Ttl
Term 1		
GIS 302	GIS Applications I	48
GIS 303	Applications II	48
GIS 306	Introduction to Remote Sensing I	48
GIS 310	GIS Data Management	48
GIS 318	Cartography and Mapping Fundamentals	48
GIS 320	GIS Professional Development I	16
GIS 321	Multimedia	16
GIS 323	Introduction to GPS	48
GIS 329	Visual Basic Programming	48
	Total:	368
Course Name Ttl		
Term 2		
GIS 307	Introduction to Remote Sensing II	48
GIS 313	Database Systems I	48
GIS 314	Database Systems II	48
GIS 316	CAD Mapping	48
GIS 325	Internet Mapping	48
GIS 331	Advanced GIS Applications	48
GIS 427	Project Management	48
GIS 433	Modeling and Customization	48
GIS 435	Spatial Statistics	48
	Total:	432
Course Name Ttl		
Term 3		
GIS 490	Thesis Preparation	35
GIS 491	Thesis Completion	35
	Total:	70

Admission Requirements

ACADEMIC

- The minimum requirement for entry is completion of a recognized college diploma/ associate degree or applied/academic degree from an accredited post secondary institution in a related discipline. Such related disciplines include environmental studies, geology, surveying, geography, forestry, business, law enforcement, municipal planning, wildlife biology, emergency services, health care, surveying, recreation, or another field deemed acceptable by the School Chair. Minimum entry is also possible with equivalent education or work experience such as a background doing research or using the software programs described in 2 below.
- Demonstrated competency in computer hardware and software technology, including database management, spreadsheet use,

word processing, computer graphics and presentations is required. In addition, some proficiency with GIS software applications is recommended. Demonstrated competency includes evidence of successful completion of course work at the 100 or 200 level. Applicants without GIS software experience may be required to complete a basic introductory course prior to program admission.

- Students may be required to complete the Computer Placement Test for assessment of their English and Math skills prior to entry into the program if they have not previously done so at Selkirk College. This will be the case unless they meet the stated exemptions outlined in Selkirk College Policy B3003.0: Pre-Admission Basic Skills Assessment. International students will be expected to provide a TOEFL exam score of 550 or above unless they have equivalent documentation of English proficiency. (A "B" or above in English 12 or an LPI score of 4 or above would be examples of such equivalency.)

- Applicants may be required to complete modules in mathematics, writing and computer technology skills if knowledge gaps in one or more of these areas are identified by the School Chair.

GENERAL

- Personal Reference. All applicants must submit two personal references on the form provided in the application package.
- Letter of Intent. All applicants must complete a brief essay of 500 words or less that states their background and personal interest in the Advanced Diploma in GIS. Applicants should highlight experience in GIS and computer skills in their essay.
- Specific Requirements for Students Without A Formal Credential from an Accredited Post-Secondary Institution. An applicant with reasonable potential for success on the basis of work experience or other criteria may be admitted, notwithstanding some deficiency in prior formal education.
- Applicants with no accredited post-secondary credential may require academic upgrading. They are urged to apply for the program at least one year in advance.

Application Procedure

- Before an applicant's file is considered complete, the following must be received by the Admissions Office: Completed application form,
- Official transcripts of all relevant post-secondary education,
- Official transcripts of high school grades will be required for applicants entering without a credential from an accredited post-secondary institution,
- Two personal reference forms completed by a current or previous instructor, counsellor or employer, e.g., supervisor. Personal references should be submitted by the referee directly to the Admissions Office. (Photocopies are not acceptable),
- Completed letter of intent.

Course Descriptions

GIS 302 GIS APPLICATIONS I

Introduction to the fundamentals of GIS theory, history and application. Emphasis will be placed on understanding how geospatial features are represented or captured as data and how these data can be managed, analyzed and presented using state-of-the-art GIS tools. Hands-on expertise will be developed with ESRI's ArcGIS software.

GIS 303 APPLICATIONS II

A continuation of GIS Applications I, this course will build upon the fundamentals of GIS theory by examining data accuracy, scale, management and metadata, cartography, advanced analysis, 3D modelling, batching and scripting, and accessing, importing, and translating data. GIS needs assessments and project management issues will also be introduced. The lab portion of this course will focus on the use of ArcGIS and extensions for data creation, management, editing, display, queries, and analysis.

GIS 306 INTRODUCTION TO REMOTE SENSING I

This course will integrate both lecture and lab time to cover the foundations of remote sensing and engage in specific applications such as image classification and multi-spectral analysis.

GIS 310 GIS DATA MANAGEMENT

This course is an introduction to the fundamentals of spatial data and data management principles. With a focus on data specifically in BC and in relation to federal, provincial, municipal, regional and industry, students will learn about the variety and types of data and datasets commonly used. Topics include the ethics of data use, access to BC data, data translation and management tools and data management principles.

GIS 318 CARTOGRAPHY AND MAPPING FUNDAMENTALS

Presentation of high quality maps that readily reveal land management, planning or environmental concerns is critical to ensure that important messages are conveyed in an easily interpretable fashion. This course introduces the concepts of cartographic design including 3D Visualization. Mapping fundamentals will address topics in coordinate systems, projections and datums and will be examined in their relationship to GIS technology.

GIS 320 GIS PROFESSIONAL DEVELOPMENT I

Knowledge of current and relevant trends in the GIS profession is essential for emerging technologists to achieve success in the professional world. This seminar course will feature GIS professionals from a diversity of sectors to discuss topics that include new and emerging geospatial technologies, professionalism, ethics, and project management skills.

GIS 321 MULTIMEDIA

Presentation of GIS information using a diversity of media is essential in conveying key messages to aid the decision-making process. The multimedia course consists of a series of workshops designed to build skills in using Photoshop, Dreamweaver and Adobe Illustrator. Map and remotely sensed data is integrated into these software programs to enhance the quality of presentation, whether to the web, as images for presentations, or in creating visually captivating posters.

GIS 323 INTRODUCTION TO GPS

Global Positioning Systems (GPS) is an essential skill for the acquisition of field data for integration into GIS for presentation or analysis. Topics in this course include field skills in data acquisition and lab-based skills in the correction and integration of GPS data into GIS. Students will receive the RISC Data Manager certification.

GIS 329 VISUAL BASIC PROGRAMMING

This course introduces the fundamentals in programming theory and practical skills while using Visual Basic for Applications. Students will use Visual Basic for Applications to customize off-the-shelf software such as Excel.

GIS 307 INTRODUCTION TO REMOTE SENSING II

Building upon the skills introduced in Introduction to Remote Sensing I, this course will continue with remote sensing software applications using PCI Geomatica V.9 that include; image processing, and geo-referencing.

GIS 313 DATABASE SYSTEMS I

As an integral part of GIS, the associated relational database system is used for query and analysis operations that aid in solving spatial problems. This introduction to relational database systems includes topics of; database models, structured query language (SQL), database design, data definition, data dictionaries and linking databases.

GIS 314 DATABASE SYSTEMS II

The purpose of this course is to introduce both conceptual and practical aspects of designing and

developing a database. The course will provide an overview of several design methodologies and models. Following this overview, the course will cover database design and implementation using Oracle 9i and ArcSDE 9.0.

Prerequisites

GIS 313.

GIS 316 CAD MAPPING

This course provides an introduction to using MicroStation computer-assisted design and drafting software for mapping and GIS.

GIS 325 INTERNET MAPPING

The full range of Internet and Intranet mapping, including static maps, online data, and internet map and file services, is investigated. Most of the emphasis of the course will be on the use of ESRI's ArcIMS software to serve maps over the internet. We will also consider the freeware option MapServer and the OpenGIS Consortium's standards and GML (geographic markup language) which are currently under development.

GIS 331 ADVANCED GIS APPLICATIONS

This course will examine the role of GIS in both municipal and regional government settings. The first half of the course will focus on municipal GIS and includes training in AutoDesk Map to maintain municipal cadastre base mapping. The second half of the course will focus on Regional District GIS including a strong background in Regional District governance and subsequent service delivery options. GIS Applications will examine the multitude of GIS datasets, their analysis, and application to real-world issues specific to local government.

GIS 427 PROJECT MANAGEMENT

GIS project management will focus on skills pertaining to issues surrounding the management of GIS projects from start to finish. Emphasis areas will include description of the project work environment, organizational skills and tools, deliverable oriented performance appraisals, leadership and team orientation. In addition to these emphasis areas, supporting information covering proposal writing, costing, budgeting, meeting preparation, time management and communication skills will be addressed.

GIS 433 MODELING AND CUSTOMIZATION

The objective of the course is to give students a basic understanding of the concepts and techniques for solving planning problems more efficiently through automation and customization

of Geographic Information Systems. The course will focus on planning applications development using VBA programming and ArcGIS technology. Students will be exposed to a number of fundamental concepts of object modeling.

GIS 435 SPATIAL STATISTICS

Spatial Statistics is a two part course that starts with a review of essential statistical techniques and secondly consists of a concentration on statistical approaches related to spatial analysis. Emphasis will be placed on integrating practical examples into course exercises and projects. Basic statistical concepts of interpreting data, probability distributions, hypothesis testing, correlation and regression will be addressed along with geostatistical functions such as interpolation, point pattern analysis, kriging, and trend surface analysis.

GIS 490 THESIS PREPARATION

Geographic Information Systems facilitates the solving of real-world problems. Special Projects A involves the design and planning of a project idea from initial concept to anticipated final outputs. Topics include an overview of the steps necessary to successfully integrate GIS into the decision-making process. Specific skills will be developed in project management, data management, identification of sources of error, determining analysis methods and recommending suitable final outputs.

GIS 491 THESIS COMPLETION

Special Projects B is the implementation of a project as outlined and defined in Special Projects A. Implementation will involve building the database, conducting analysis with a variety of geoprocessing tools and producing final products. This course provides an opportunity for students to integrate their knowledge of CAD, GIS, remote sensing and databases to solve a specific problem.

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**FOR LATEST INFORMATION
VISIT SELKIRK.CA**

GEOGRAPHIC INFORMATION SYSTEMS, BACHELOR

FOUR-YEAR DEGREE AT CASTLEGAR CAMPUS

Program Calendar

2008

- September 2 - Student Orientation
- September 3 - Fall term instruction begins
- December 5 - Fall term instruction ends
- December 8-19 -Fall term examinations

2009

- January 5 - Winter term instruction begins
- February 16 - 20 - Reading Break
- April 9 - Winter term instruction ends
- April 14 - 23 - Winter term examinations

Program Summary

The Bachelor in Geographic Information Systems (BGIS) is a program that provides unrivaled flexibility in gaining a high sought after skill set that can be applied in a larger variety of disciplines.

The BGIS gives you a unique opportunity to add extensive knowledge of cutting-edge technology to an existing career specialty. If you're getting ready to launch your career in health care, land management, resource development, environmental planning, climate research or a related field, consider the value of a BGIS.

**FOR LATEST INFORMATION
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INTEGRATED ENVIRONMENTAL PLANNING

TWO-YEAR DEGREE AT CASTLEGAR CAMPUS

Program Calendar

2009

- September 8 - Student Orientation All Programs
- September 9 - Fall term instruction begins
- December 11 - Fall term instruction ends
- December 14 - 23 - Fall term examinations

2010

- January 4 - Winter term instruction begins
- February 15 - 19 - Reading Break
- April 8 - Winter term instruction ends
- April 13 - 22 - Winter term examinations - Castlegar Campus
- April 19 - 30 - Field School Program Objectives

The Integrated Environmental Planning (IEP) program prepares students to meet growing needs for technologists capable of assisting in all areas of environmental assessment and monitoring. Program graduates are familiar with planning processes and their respective environmental information needs. Graduates of this program are trained in Geographic Information Systems (GIS) data entry and spatial analysis using Arc GIS and other software, environmental chemistry, ecology, hydrology, communication, economics, and planning to name a few. Graduates possess the practical field and laboratory skills and technical competencies not only to acquire, compile, analyze, evaluate and present environmental information, but also to integrate it effectively into formal planning and review processes.

Common Core

The first year of Forest Technology, Recreation, Fish & Wildlife Technology and Integrated Environmental Planning Technology programs consists of a core of common courses emphasizing resource skills, knowledge and attitudes in inventory, measurement, mapping, communications, math, and interpretation. The second year of each program synthesizes the skills, knowledge, and attitudes of first year with applied management, planning, and advanced techniques and principles. Integration of learning in each program is required. Students interested in dual diplomas can complete any second or third diploma with one additional year of study.

Course of Studies

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week;

Course	Name	Lec	Lab
Term 1			
MATH 160	Technical Mathematics	3	0
RRS 152	Surveying	1	4
RRS 161	Environmental Field Techniques	2	3
RRS 162	Botany and Forest Ecology	2	3
RRS 164	Geology, Landforms and Soils	2	3
RRS 191	Introduction to Computers II	0	2
TWC 150	Introduction to Technical Communications I	3	0
Total:		13	15

Course	Name	Lec	Lab
Term 2			
IEP 166	Applied Microbiology (Elective)	2	3
MATH 191	Resource Statistics	2	0
RRS 154	Map and Air Photo Use	0	4
RRS 158	Introduction to GIS	3	0
RRS 163	Forest Ecology (Elective)	3	3
RRS 170	Fish and Wildlife Ecology	2	3
TWC 151	Introduction to Technical Communications II	3	0
Total:		15	13

Course	Name	Lec	Lab
Term 3			
IEP 275	Field School	0	70
Total:		0	70

Course	Name	Lec	Lab
Term 4			
IEP 163	Environmental Chemistry	3	3
IEP 250	Integrated Environmental Planning Applications II	3	5
IEP 254	Hydrology I	2	3
IEP 260	Systems Ecology I	2	3
IEP 270	Computer Applications I	1	4
MATH 291	Resource Statistics II	0	2
Total:		11	20

Course	Name	Lec	Lab
Term 5			
IEP 200	Field Trip Study	0	0
IEP 251	Integrated Environmental Planning Applications III	2	3
IEP 255	Hydrology II	1	3
IEP 261	Systems Ecology II	2	3
IEP 263	Water Pollution Chemistry	3	3
IEP 264	Air Pollution Chemistry	3	3
IEP 271	Computer Applications II	3	0
MATH 292	Resource Statistics III	0	2
Total:		14	17

Career Potential

Graduates of the Integrated Environmental Planning Technology program will be immediately employable by government, industry, environmental consulting and other individuals who understand the environment and the importance of its consideration in development of land-use, reclamation and resource planning.

Approximately half of all IEPT graduates continue their education at university (Selkirk College advanced diploma in GIS, RRU, U of L, UNBC, U of A, BCIT, NAIT, BCIT or TRU) and then find work in the environmental sector.

The other half of program graduates go directly from Selkirk to employment in the environmental field. There are IEPT graduates working as GIS technologists, GIS analysts, wildlife technologists, environmental coordinators, zero waste co-ordinator, environmental compliance technologists etc.

Below is a partial list of employers where IEP graduates have found employment:

- Golder & Associates, Castlegar and Calgary
- Morrow Environmental Consultants, various locations
- Environment Canada, Nanaimo, BC
- Department of Fisheries and Oceans,
- BC Hydro, Trail, BC
- Regional District Kootenay, Nelson and Trail
- Teck Cominco
- Oil exploration firms, Northern BC

Regarding job prospects, sources like Environmental Science & Engineering and the Environmental Careers Organization (eco.ca) (formerly Canadian Council on Human Resources for the Environmental Industry (www.cchrei.ca)) have excellent, current analyses on the status and growth of the Canadian and international environmental sectors and related career opportunities. Canada's environmental sector is growing faster than the Canadian economy as a whole, and different studies have identified thousands of job openings in the Canadian environmental sector.

Several IEPT graduates have also completed environmental work contracts in developing countries (Thailand, the Philippines, and Nigeria).

There is an incredible range in diversity of careers in the environmental sector. From your perspective, the more important question is where in the environmental sector would you like to work?

You may be interested in environmental protection, drinking water, wastewater, stormwater, groundwater, air quality, air monitoring, air pollution abatement, global climatic change, waste

management, waste reduction, environmental planning, GIS, public health, environmental education, renewable energy are parts of the environmental sector.

The Selkirk IEPT program can help you meet your career objectives. The IEPT program is a two year, college-level technology program. There are approximately 30 hours of instruction per week over four semesters. Approximately one half of class time is in the field. One of Selkirk's greatest advantages is its setting. Selkirk is located at the confluence of the Kootenay and Columbia rivers in the West Kootenay valley. There are riparian, low-elevation and sub-alpine ecosystem sites all within a short distance of the college. There are also great outdoor recreation opportunities. You will learn a range of skills: applied environmental technologies, math, statistics, computer applications, GIS (computerized map making is a college strength), environmental planning, technical writing. Every class of IEPT students has also formed strong, lasting friendships with classmates - the people you work with and with whom you share common values and beliefs.

Selkirk College does not guarantee that graduates will find work in the environmental sector. However, graduates with an average grade of B+ or better, and willing to relocate have historically been very successful finding work. ECO co-ordinates wage subsidy programs to support employers who hire graduates for environmental technology positions. In the past, approximately 80% of IEP graduates have found work related to their studies within six months of graduation. Further, Selkirk College provides many on-going services to help graduates find related employment.

If you wish to visit the campus and tour the facilities or if you have any other questions, please do not hesitate to contact the Chair of the School of Renewable Resources.

Degree Completion

The Integrated Environmental Planning program now ladders into the Selkirk College Bachelor In Geographic Information Systems and counts as the first two years of this program.

There is a long-standing tradition of our graduates transferring and successfully completing university degrees. Selkirk's Integrated Environmental Planning graduates have successfully transferred credit towards degrees in Universities throughout Canada and the United States. Selkirk College also has formal transfer arrangements with the following institutions: Royal Roads University, University of Lethbridge, Thompson Rivers University, Seneca College, Cape Breton University, University of Alberta and the University

of Northern BC. These universities and others, recognize the IEP Diploma and transfer credits earned toward degree programs in Environmental Science or Management. Royal Roads, Thompson Rivers University and the University of Lethbridge offer a full two years of credit for an IEP diploma.

Admission Requirements

Program staff are committed to help students preparing for admission into the program. In addition to meeting the general entrance requirements for admission to Selkirk College, an applicant must meet the following School of Renewable Resources program requirements:

HIGH SCHOOL GRADUATES

- Completion of senior secondary graduation (or equivalent) with the following courses or their equivalents.

MATURE STUDENTS

- Mature student entry is possible without secondary school completion but mature applicants must have BIOL 11 or 12 and ENGL 12, or equivalent courses with a "C+", and Principles of MATH 11 with a "C+".

Applicants may be required to complete preparatory modules in mathematics, writing and computers, where identified by the school.

In individual cases, related work experience can be considered in the application process at discretion of the School Chair.

All applicants must be in good health and reasonably good physical condition. A demonstrated interest in, and aptitude for, outdoor work is essential as much of the work is done in the field, often under adverse and arduous weather and topographic conditions.

For any questions related to prerequisites and support, please contact School Chair.

Computer Competency

Computer competency is an important element of success in the program. It is strongly recommended that students have entry level experience with MS Word / MS Excel / and the internet prior to starting the program.

Course Descriptions

MATH 160 TECHNICAL MATHEMATICS

This is an applied math course, focusing on the technical math skills required in Renewable Resources work. Topics include: computation, 2-D and 3-D trigonometry, conversion factors, derived and empirical formulas, exponentials and logarithms, and map scales.

Prerequisites

Principles of MATH 11, or MATH 12 (Principles or Applications), or MATH 80, or equivalent.

RRS 152 SURVEYING

Practical use of common survey instruments and techniques used by resource management technicians. Use and maintenance of basic surveying instruments and equipment; measurement of distance, direction, and elevation; obtaining and recording topographic and planimetric data.

RRS 161 ENVIRONMENTAL FIELD TECHNIQUES

Environmental Field Techniques RRS 161 is an introduction to measurements and the sampling methods used to assess, classify, and evaluate vegetation of forest and range land, wildlife populations, streams, and air and water quality. Emphasis is placed on proper techniques for laying out plots, collection methods for various types of data, and the proper use of measurement equipment.

Prerequisites

3 credit Hours

RRS 162 BOTANY AND FOREST ECOLOGY

This course is an introduction to the basics of Botany and Forest Ecology. Topics include plant identification of approximately 100 native plants that occur in the West Kootenay. Ecosystem description follows the Biogeoclimatic Ecosystem Classification system. Lectures cover topics in photosynthesis, respiration, transpiration, translocation, ecosystem classification and the distribution of various ecosystems in British Columbia. Approximately 70% of labs occur in the field.

Prerequisites

BIOL 11 or BIOL 50. (grade of "C" or better is required to use a course to satisfy a prerequisite requirement.)

Corequisites:

RRS 164.

RRS 162 BOTANY AND FOREST ECOLOGY

This course is an introduction to the basics of Botany and Forest Ecology. Topics include plant identification of approximately 100 native plants that occur in the West Kootenay. Ecosystem description follows the Biogeoclimatic Ecosystem Classification system. Lectures cover topics in photosynthesis, respiration, transpiration, translocation, ecosystem classification and the distribution of various ecosystems in British Columbia. Approximately 70% of labs occur in the field.

Prerequisites

(A grade of "C" or better is required to use a course to satisfy a prerequisite requirement.)
BIOL 11 or BIOL 50.

Corequisites:

RRS 164.

RRS 164 GEOLOGY, LANDFORMS AND SOILS

This course covers identification of common rocks and minerals, landforms, and soils of British Columbia and study of their properties in relation to management of the forest environment and landscape.

RRS 191 INTRODUCTION TO COMPUTERS II

This course builds upon the computer concepts from RRS 190 by offering advanced computer applications and techniques specific to the Integrated Environmental Planning Technology program. Emphasis will be placed on the use of spreadsheets, database applications, web design, and desktop mapping.

Prerequisites

ABT 113 and ABT 134, or challenge exam, or advanced credit.

TWC 150 INTRODUCTION TO TECHNICAL COMMUNICATIONS I

A review of basic English skills is undertaken in this course. Also included is an introduction to general principles in written technical communication and its application to renewable resource management. Classroom sessions focus on developing writing skills, academic research and documentation, the organization and interpretation of data, oral presentation skills, and job search techniques.

IEP 166 APPLIED MICROBIOLOGY

This introductory, applied environmental microbiology course covers basic microbiological theory and skills including safe lab practices;

aseptic technique; preparation of media; isolation and growth of pure cultures; gram staining; microbial enumeration using pour plates, spread plates, membrane filtration and optical density; and identification of micro-organisms using biochemical tests.

MATH 191 RESOURCE STATISTICS

This course covers standard tests and techniques of statistics and the application of these statistical measures in renewable resources management.

Prerequisites

Successful completion of Math 160.

RRS 154 MAP AND AIR PHOTO USE

This course emphasizes the practical application of maps and air photos in resource management. Students become familiar with types of maps and air photos in the field, map reading and measuring techniques, photo interpretation and measuring techniques, obtaining data for mapping, stratification of air photos, and remote sensing techniques.

Prerequisites

RRS 152, MATH 160, or MATH 161.

RRS 158 INTRODUCTION TO GIS

This course will provide training in Computer Drafting, Geographic Information Systems (GIS) and Global Positioning Systems (GPS) as relevant to the fields of environment, forestry, fish, wildlife and recreation. Emphasis will be placed on developing hands-on expertise with drafting and GIS Software such as ArcGIS and Softree. Global Positioning Systems (GPS) data collected in the field will be integrated into mapping exercises for analysis and display.

Prerequisites

RRS 152, RRS 190 or IEP 190.

Corequisites:

RRS 154.

RRS 163 FOREST ECOLOGY

This course is a continuation of RRS 162, with further studies of local forest ecosystems and how they function. Tree silvics, soils, energy, nutrient cycling, and climate are some of the topics covered. The course will also focus on the impact of various types of management on local forest ecosystems. Topics are covered in both the classroom and the field.

Prerequisites

RRS 162, RRS 164.

RRS 170 FISH AND WILDLIFE ECOLOGY

Identification and ecology of vertebrate animals, habitat requirements and habitat disturbance implications. Guidelines and management strategies to minimize impact of other resource uses on fish and wildlife.

Prerequisites

RRS 162 or IEP 160.

Corequisites:

RRS 163 or IEP 161.

RRS 170 FISH AND WILDLIFE ECOLOGY

Identification and ecology of vertebrate animals, habitat requirements and habitat disturbance implications. Guidelines and management strategies to minimize impact of other resource uses on fish and wildlife.

Prerequisites

RRS 162 or IEP 160.

Corequisites:

RRS 163 or IEP 161.

TWC 151 INTRODUCTION TO TECHNICAL COMMUNICATIONS II

An introduction to general principles in written technical communication and oral presentation. Lectures focus upon business correspondence, the informal and formal report, technical style, and graphic illustration. Students practice delivery techniques for oral presentations of technical data in renewable resource management. Collaborative activities and teamwork skills are practiced and encouraged.

Prerequisites

TWC 150.

IEP 275 FIELD SCHOOL

Ten days of practical field work at the end of the winter semester. Scheduled after final exams in late April. (2 Credit-hours)

Prerequisites

Successful completion of all first year courses in IEP. Ten days field work.

IEP 163 ENVIRONMENTAL CHEMISTRY

This introductory chemistry course covers basic environmental chemistry theory and techniques. The course provides training in lab safety, use of laboratory glassware, skills like preparation and dilution of stock solutions, use of standard methods for water quality tests like suspended and dissolved solids, pH, conductivity, alkalinity, and dissolved oxygen by titration.

Prerequisites

IEP 166.

IEP 250 INTEGRATED ENVIRONMENTAL PLANNING APPLICATIONS II

In this course, the first of a two-course sequence including IEP 251, small teams of students apply the knowledge and skills acquired previously and concurrently in other program courses to design and begin to implement a comprehensive, self-directed study to achieve a specified planning objective in a designated geographic area. Each team establishes study requirements, develops a complete study proposal and work plan, obtains and evaluates relevant existing information about the study area, collects and compiles field data needed to verify or update existing data or to describe additional environmental characteristics of the area, and prepares and submits a baseline data report.

Prerequisites

IEP 151.

IEP 254 HYDROLOGY I

This course is an introductory study of air and water in our environment including their properties, the natural processes which affect them, and practical experience in the collection and analyses of field and laboratory data using standard techniques and equipment.

Prerequisites

IEP 163.

IEP 260 SYSTEMS ECOLOGY I

This course is an introduction to the science of ecology, building on concepts and information introduced in first year IEP and RRS courses. Emphasis is placed on the basics of ecology, and will focus on the structure and function of various communities including alpine, subalpine, wetland, riparian, aquatic and lakeshore ecosystems. Labs will explore various methods of sampling, analyzing, and reporting on the physical site factors, habitat, vegetation and wildlife components of these communities.

Prerequisites

RRS 162, 170, 190, 191.

Corequisites:

IEP 250, 270.

IEP 270 COMPUTER APPLICATIONS I

Geographic Information Systems (GIS) provides the capability to effectively analyze spatial data to assist in the decision making process for those in government, industry and consulting. This course introduces the fundamental concepts and applications of GIS as relevant to environmental

planning. Emphasis is placed on developing hands-on expertise with desktop GIS software (ArcView) for displaying and querying spatial data, manipulating tabular data, initiating queries, developing charts and producing map layouts.

Prerequisites

RRS 191.

MATH 291 RESOURCE STATISTICS II

This course is a continuation of Math 191-2 (Resource Statistics I). Topics include linear regression and correlation, inferential statistics, confidence intervals, hypothesis testing, goodness of fit and contingency tables.

Prerequisites

MATH 191.

IEP 200 FIELD TRIP STUDY

During the spring of the 4th semester, second year students will participate in a field trip to study away from the Castlegar campus. The field trip provides an opportunity for students to see first hand, current management practices, ecosystems and resource management issues in other regions of the province. Students will be actively involved in trip planning and will be presented with opportunities to develop communication skills, job finding skills and professionalism. This course is available only to students registered in the second year of the IEP Program. The course fee changes yearly dependant upon trip logistics. This fee ranges between \$250 and \$300 plus additional expenses that are not covered by the college.

IEP 251 INTEGRATED ENVIRONMENTAL PLANNING APPLICATIONS III

In this course, knowledge and skills acquired in other program courses are again used by established, self-directed student teams to complete the planning studies initiated in IEP 250. This course focuses on analyses and aggregation of data collected in the previous semester, predictions of environmental effects of different development options, evaluations of the ecological and socioeconomic significance of those effects, a comparison of the options based on those evaluations, and the selection and presentation of a final development plan.

Prerequisites

IEP 250.

IEP 255 HYDROLOGY II

This course is a more in-depth study of the effects of water on our environment. Practical examples are presented for examination, data collection,

analyses, and interpretation in several areas including: snowpack, limnology, groundwater, surface runoff and flooding, small hydropower and hydraulic modeling.

Prerequisites

IEP 254.

IEP 261 SYSTEMS ECOLOGY II

This course examines the botanical component of ecosystems, beginning with a continuation from IEP 260. In addition, this course provides a detailed coverage of the use of various botanical keys for plant identification of Pterophytes, Gymnosperms, and Angiosperms. Protocol for conducting a rare plant survey are developed using the system of Red and Blue lists developed by the BC Conservation Data Centre and Committee on the Status of Endangered Wildlife in Canada. The application of botanical and ecological skills to the restoration of ecosystems in BC is discussed in a final project for the course.

Prerequisites

IEP 260, RRS 162. (A grade of "C" or better is required to use a course to satisfy a prerequisite requirement.)

IEP 263 WATER POLLUTION CHEMISTRY

This course continues the study of environmental chemistry with an emphasis on water quality, water and wastewater treatment. This course reinforces laboratory safety and lab skills acquired in year one. The course explores properties of water and introduces the use of colorimetry and atomic absorption spectrophotometry (AAS). Labs cover a benthic invertebrate study, toxicity testing, coagulant dosing, testing water for chlorine residual, and the quantitative determination of a metal in water samples using both a colorimetric method and AAS. In addition to water analysis, data analysis and data presentation using a spreadsheet is emphasized.

Prerequisites

IEP 163, 166.

IEP 264 AIR POLLUTION CHEMISTRY

This course continues the study of environmental chemistry with an emphasis on air quality and reinforces laboratory safety and laboratory skills acquired in IEP 163, 166, and 263. The course explores air quality and methods for the collection and analysis of gases, particles and biological matter in air samples. Air stability, mass balance and stack dispersion modelling are introduced. A project to use lichens to assess air quality is included.

Prerequisites

IEP 163, 166, 263.

IEP 271 COMPUTER APPLICATIONS II

This course explores advanced analysis techniques in Geographic Information Systems relevant to environmental planning issues. Students build upon prior expertise with GIS software to examine applications related to terrain and suitability modeling. Designed as a project-based course, students apply their skills to real-world project management by completing the steps required to take a GIS project from initial proposal to final map production and report generation.

Prerequisites

IEP 270.

MATH 292 RESOURCE STATISTICS III

This course is a continuation of Math 291-2 (Resource Statistics II). Topics include sampling techniques, experimental design, and computer-based applications. Additional topics may include analysis of variance, non-parametric statistics, or time series forecasting.

Prerequisites

MATH 291.

Contacts

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VISIT SELKIRK.CA**

RECREATION, FISH AND WILDLIFE

TWO YEAR DIPLOMA AT CASTLEGAR CAMPUS

Program Calendar

2009

- September 8 - Student Orientation All Programs
- September 9 - Fall term instruction begins
- December 11 - Fall term instruction ends
- December 14 - 23 - Fall term examinations

2010

- January 4 - Winter term instruction begins
- February 15 - 19 - Reading Break
- April 8 - Winter term instruction ends
- April 13 - 22 - Winter term examinations - Castlegar Campus
- April 19 - 30 - Field School Accelerated Option

Career Potential

Graduates are immediately employable and have developed careers such as: national park wardens, provincial park rangers, parks planning technicians, environmental interpreters, outdoor recreation technicians, fish and wildlife technicians, recreation resource officers, fisheries officers, and resource management technicians with private sector firms. Many graduates find work with consulting firms who serve the diverse resource management field. Employment rates over the past few years have over 75% of graduates working in the field of Recreation, Fish and Wildlife within two months of graduation. Degree and Diploma Options

Admission Requirements

Program staff are committed to help students preparing for admission into the program. In addition to meeting the general entrance requirements for admission to Selkirk College, an applicant must meet the following School of Renewable Resources program requirements:

HIGHSCHOOL GRADUATES

- Completion of senior secondary school graduation (or equivalent) with the following courses or their equivalents.
- Biology 11 C+
- Principles of Math C+
- English 12 C+

Course of Studies

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week;

Course	Name	Lec	Lab
Term 1			
MATH 160-3	Technical Mathematics	3	0
RRS 152-4	Surveying	1	4
MATH 160	Technical Mathematics	3	0
RRS 152	Surveying	1	4
RRS 161	Environmental Field Techniques	2	3
RRS 162	Botany and Forest Ecology	2	3
RRS 164	Geology, Landforms and Soils	2	3
RRS 191	Introduction to Computers II	0	2
TWC 150	Introduction to Technical Communications I	3	0
	Total:	13	15

Course	Name	Lec	Lab
Term 2			
IEP 166	Applied Microbiology	2	3
MATH 190	Resource Statistics I	2	1
RRS 154	Map and Air Photo Use	0	4
RRS 158	Introduction to GIS	3	0
RRS 163	Forest Ecology	3	3
RRS 170	Fish and Wildlife Ecology	2	3
TWC 151	Introduction to Technical Communications II	3	0
	Total:	15	14

Course	Name	Lec	Lab
Term 3			
RFW 255	Outdoor Skills I - Spring Field School	0	0

Course	Name	Lec	Lab
Term 4			
RFW 200	Field Trip Study	0	0
RFW 251	Policy and Enforcement	0	3
RFW 256	Backcountry Risk Analysis and Mitigation	1	4
RFW 262	Ecosystem-Based Management	2	3
RFW 263	Outdoor Recreation Operations and Management	2	4
RFW 272	Techniques in Wildlife Management I	2	3
RFW 280	Fish Management I	2	4
	Total:	9	21

Course	Name	Lec	Lab
Term 5			
RFW 257	Avalanche Hazard Assessment and Management	4	0
RFW 265	Commercial Recreation Management	2	3
RFW 273	Techniques in Wildlife Management II	2	3
RFW 276	Resource Communications	0	3
RFW 281	Fish Management II	2	3
RFW 281	Integrated Resource Management	2	2
RRS 290	Computer Applications	0	3
	Total:	12	17

MATURE STUDENTS

- Mature student entry is possible without secondary school completion but mature applicants must have BIOL 11 or 12 and ENGL 12, or equivalent courses with a “C+”, and Principles of MATH 11 with a “C+”.
- Applicants may be required to complete preparatory modules in mathematics, writing and computers, where identified by the school.

In individual cases, related work experience can be considered in the application process at discretion of the School Chair

All applicants must be in good health and reasonably good physical condition. A demonstrated interest in, and aptitude for, outdoor work is essential as much of the work is done in the field, often under adverse and arduous weather and topographic conditions.

For any questions related to prerequisites and support, please contact School Chair.

Computer Competency

Computer competency is an important element of success in the program. It is strongly recommended that students have entry level experience with MS Word / MS Excel / and the internet prior to starting the program.

Course Descriptions**MATH 160 TECHNICAL MATHEMATICS**

This is an applied math course, focusing on the technical math skills required in Renewable Resources work. Topics include: computation, 2-D and 3-D trigonometry, conversion factors, derived and empirical formulas, exponentials and logarithms, and map scales.

Prerequisites

Principles of MATH 11, or MATH 12 (Principles or Applications), or MATH 80, or equivalent.

RRS 152 SURVEYING

Practical use of common survey instruments and techniques used by resource management technicians. Use and maintenance of basic surveying instruments and equipment; measurement of distance, direction, and elevation; obtaining and recording topographic and planimetric data.

RRS 161 ENVIRONMENTAL FIELD TECHNIQUES

Environmental Field Techniques RRS 161 is an introduction to measurements and the sampling methods used to assess, classify, and evaluate vegetation of forest and range land, wildlife populations, streams, and air and water quality. Emphasis is placed on proper techniques for laying out plots, collection methods for various types of data, and the proper use of measurement equipment.

Prerequisites

3 credit Hours

RRS 162 BOTANY AND FOREST ECOLOGY

This course is an introduction to the basics of Botany and Forest Ecology. Topics include plant identification of approximately 100 native plants that occur in the West Kootenay. Ecosystem description follows the Biogeoclimatic Ecosystem Classification system. Lectures cover topics in photosynthesis, respiration, transpiration, translocation, ecosystem classification and the distribution of various ecosystems in British Columbia. Approximately 70% of labs occur in the field.

Prerequisites

BIOL 11 or BIOL 50. (grade of “C” or better is required to use a course to satisfy a prerequisite requirement.)

Corequisites:

RRS 164.

RRS 162 BOTANY AND FOREST ECOLOGY

This course is an introduction to the basics of Botany and Forest Ecology. Topics include plant identification of approximately 100 native plants that occur in the West Kootenay. Ecosystem description follows the Biogeoclimatic Ecosystem Classification system. Lectures cover topics in photosynthesis, respiration, transpiration, translocation, ecosystem classification and the distribution of various ecosystems in British Columbia. Approximately 70% of labs occur in the field.

Prerequisites

(A grade of “C” or better is required to use a course to satisfy a prerequisite requirement.) BIOL 11 or BIOL 50.

Corequisites:

RRS 164.

RRS 164 GEOLOGY, LANDFORMS AND SOILS

This course covers identification of common rocks and minerals, landforms, and soils of British Columbia and study of their properties in relation to management of the forest environment and landscape.

RRS 191 INTRODUCTION TO COMPUTERS II

This course builds upon the computer concepts from RRS 190 by offering advanced computer applications and techniques specific to the Integrated Environmental Planning Technology program. Emphasis will be placed on the use of spreadsheets, database applications, web design, and desktop mapping.

Prerequisites

ABT 113 and ABT 134, or challenge exam, or advanced credit.

Prerequisites

ABT 113/134, Challenge Exam or Advanced Credit.

TWC 150 INTRODUCTION TO TECHNICAL COMMUNICATIONS I

A review of basic English skills is undertaken in this course. Also included is an introduction to general principles in written technical communication and its application to renewable resource management. Classroom sessions focus on developing writing skills, academic research and documentation, the organization and interpretation of data, oral presentation skills, and job search techniques.

IEP 166 APPLIED MICROBIOLOGY

This introductory, applied environmental microbiology course covers basic microbiological theory and skills including safe lab practices; aseptic technique; preparation of media; isolation and growth of pure cultures; gram staining; microbial enumeration using pour plates, spread plates, membrane filtration and optical density; and identification of micro-organisms using biochemical tests.

MATH 190 RESOURCE STATISTICS I

This course covers standard tests and techniques of statistics and the application of these statistical measures in renewable resources management.

Prerequisites

Successful completion of MATH 160.

RRS 154 MAP AND AIR PHOTO USE

This course emphasizes the practical application of maps and air photos in resource management. Students become familiar with types of maps and

air photos, indexing systems, using maps and air photos in the field, map reading and measuring techniques, photo interpretation and measuring techniques, obtaining data for mapping, stratification of air photos, and remote sensing techniques.

Prerequisites

RRS 152, MATH 160, or MATH 161

RRS 158 INTRODUCTION TO GIS

This course will provide training in Computer Drafting, Geographic Information Systems (GIS) and Global Positioning Systems (GPS) as relevant to the fields of environment, forestry, fish, wildlife and recreation. Emphasis will be placed on developing hands-on expertise with drafting and GIS Software such as ArcGIS and Softree. Global Positioning Systems (GPS) data collected in the field will be integrated into mapping exercises for analysis and display.

Prerequisites

RRS 152, RRS 190 or IEP 190.

Corequisites:

RRS 154.

RRS 163 FOREST ECOLOGY

This course is a continuation of RRS 162, with further studies of local forest ecosystems and how they function. Tree silvics, soils, energy, nutrient cycling, and climate are some of the topics covered. The course will also focus on the impact of various types of management on local forest ecosystems. Topics are covered in both the classroom and the field.

Prerequisites

RRS 162, RRS 164.

RRS 170 FISH AND WILDLIFE ECOLOGY

Identification and ecology of vertebrate animals, habitat requirements and habitat disturbance implications. Guidelines and management strategies to minimize impact of other resource uses on fish and wildlife.

Prerequisites

RRS 162 or IEP 160.

Corequisites:

RRS 163 or IEP 161.

RRS 170 FISH AND WILDLIFE ECOLOGY

Identification and ecology of vertebrate animals, habitat requirements and habitat disturbance implications. Guidelines and management strategies to minimize impact of other resource uses on fish and wildlife.

Prerequisites

RRS 162 or IEP 160.

Corequisites:

RRS 163 or IEP 161.

TWC 151 INTRODUCTION TO TECHNICAL COMMUNICATIONS II

An introduction to general principles in written technical communication and oral presentation. Lectures focus upon business correspondence, the informal and formal report, technical style, and graphic illustration. Students practice delivery techniques for oral presentations of technical data in renewable resource management. Collaborative activities and teamwork skills are practiced and encouraged.

Prerequisites

TWC 150.

RFW 255 OUTDOOR SKILLS I - SPRING FIELD SCHOOL

During a two-week course in the spring, students gain practical skills directly related to their field of studies. Activities may include electro-fishing, flat-water canoeing, rock climbing and wildlife enhancement. Scheduled after final exams in late April (ten days, seventy hours).

RFW 200 FIELD TRIP STUDY

During the 4th semester, second year RFW students will participate in field-based studies away from the Castlegar Campus. This two-week field trip provides students with the opportunity to refine field technical skills within different ecosystems and regions of the province. Students will undertake experimental field activities in two focused areas of study; Outdoor Recreation Pursuits and Fish and Wildlife Management. Students will be actively involved in the planning for these trips and will be presented with opportunities to develop team skills, leadership and professionalism throughout the course duration.

Prerequisites

Registration in second year RFW program.

RFW 251 POLICY AND ENFORCEMENT

This course covers the study of acts and regulations governing resource management, as well as the policies and procedures of enforcement. The emphasis is on interpreting and enforcing park, fish, wildlife and forestry acts and regulations, and the provincial courts system. Role-playing is used in enforcement procedure training.

RFW 256 BACKCOUNTRY RISK ANALYSIS AND MITIGATION

In this course, students integrate the knowledge and skills acquired in other program courses to identify, analyze, and manage areas of public and occupational risk within Park and Crown lands. Human, terrestrial, aquatic, environmental hazards and risk are explored including an examination of leadership and decision-making skills, natural hazard analysis, land-use planning, risk management and mitigation, advanced navigation techniques, backcountry rescue, meteorology, and field weather forecasting.

Prerequisites

All first year courses.

RFW 262 ECOSYSTEM MANAGEMENT

The application of ecological principles, data collection, data analysis and implementation of an ecosystem approach to various land management plans. Emphasis is placed on the practical application of the Forest Practices Code guidebooks and related legislation. All topics are covered in the classroom and the field.

Prerequisites

Completion of all first year courses.

RFW 262 ECOSYSTEM-BASED MANAGEMENT

This course expands on environmental assessment skills, and knowledge of ecological principles learned in first year classes. Students develop skills in the recognition of prominent forest insects, fungi, abiotic agents and invasive non-native species. The course emphasizes the application of ecological knowledge in resource management activities and strategies. Applied topics include: ecological restoration, fire ecology, wildlife/danger tree assessment, riparian area management, ecological assessment, management of invasive non-native weed species, biodiversity management, landscape ecology and soil conservation.

Prerequisites

All first year courses.

RFW 263 OUTDOOR RECREATION OPERATIONS AND MANAGEMENT

This course is designed to prepare the student for employment in the field of outdoor recreation, particularly parks. The variety of organizations offering outdoor recreation opportunities in B.C. and their roles in the province are examined. Practical field skills such as trail and campground design, construction, and maintenance as well as analytical skills such as monitoring and managing

impacts, assessing public safety, developing site plans and incorporating multiple natural resource and social values in protected area management will be studied and practiced. Examples or real contemporary recreational management issues are used to make the course current and relevant.

Prerequisites

All first year courses.

RFW 272 **TECHNIQUES IN WILDLIFE MANAGEMENT I**

This course prepares the student for immediate employment as a wildlife technician and park interpreter in British Columbia through instruction in wildlife management theory and the application of techniques used in wildlife management.

Prerequisites

Completion of all first year courses.

RFW 280 **FISH MANAGEMENT I**

This course covers the ecology and management of freshwater fish and aquatic ecosystems, including standard field and laboratory techniques used to sample these ecosystems. The emphasis is on evaluating, assessing and managing freshwater ecosystems in BC.

Prerequisites

All first year courses.

RFW 257 **AVALANCHE HAZARD ASSESSMENT AND MANAGEMENT**

This course extends the study of natural hazard assessment and land management to winter back-country environments. The course is delivered as a project-based analysis of a local provincial park or recreation area, in which students identify and analyze avalanche terrain and site-specific snowpack characteristics for the risk of human and structural exposure to snow avalanches. Topics include avalanche forecasting and public safety, land use planning, hazard mitigation, techniques in snowpack assessment and monitoring, avalanche rescue, SnoPro software and hazard mapping using ArcGIS. Successful students receive a certificate in avalanche safety recognized by the Canadian Avalanche Association.

Prerequisites

RFW 256.

RFW 265 **COMMERCIAL RECREATION MANAGEMENT**

Students will be exposed to the elements of commercial recreation operations from the proposal stage to the delivery stage including the nature and demand for outdoor commercial recreation activities. Particular attention is paid to the current policies and regulations governing

commercial recreation in the province. Additional skills and knowledge related to contract management, developing and evaluating project proposals will be developed.

RFW 273 **TECHNIQUES IN WILDLIFE MANAGEMENT II**

This course is a direct extension of RFW 272, continuing the development of an understanding of the ecological principles on which wildlife management is based.

Prerequisites

RFW 272.

RFW 276 **RESOURCE COMMUNICATIONS**

Effective communication is critical to all RFW work environments. Communications is a two-way process and will be examined through exposure to a variety of approaches. Outgoing communication through writing, signs, brochures, displays and presentations will be emphasized as well as incoming communication through public involvement and questionnaires. Students will work on real-life projects to gain practical experience.

Prerequisites

RFW 200.

RFW 281 **FISH MANAGEMENT II**

This course covers the ecology and management of freshwater fish and aquatic ecosystems, including standard field, laboratory and office techniques used to sample in these ecosystems. The emphasis is on evaluating, assessing and managing freshwater ecosystems in BC. This course is a continuation of the material in RFW 280.

Prerequisites

RFW 280.

RRS 290 **COMPUTER APPLICATIONS**

This course introduces computer applications commonly used in resource management. Instruction includes: Computer mapping with Softree and ArcGIS 9.0 incorporating FRGIS and TRIM data. Topics such as traverse reduction, map assembly and display, as well as data transfer are covered. Spreadsheet solutions using Microsoft Excel, Database basics using Microsoft Access are used. Creating presentations with Microsoft PowerPoint are introduced and developed. File Management and basic data translation is covered throughout the course as we manipulate and display data using these software tools.

Prerequisites

All first year courses.

Contacts

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VISIT SELKIRK.CA**

RENEWABLE ENERGY

ONE YEAR CERTIFICATE AT NELSON CAMPUS

Program Calendar

2009

- September 8 - Student Orientation All Programs
- September 9 - Fall term instruction begins
- December 11 - Fall term instruction ends
- December 14 - 23 - Fall term examinations

2010

- January 4 - Winter term instruction begins
- February 15 - 19 - Reading Break
- April 8 - Winter term instruction ends
- April 13 - 22 - Winter term examinations Program Summary

CERTIFICATE IN RENEWABLE ENERGY TECHNICIAN PROGRAM INFORMATION

A new program of study in the exciting realm of Renewable Energy Technologies. This entry level program covers two semesters of study in the many diverse technologies that make up renewable energy. The program is delivered at two Selkirk College Campuses in Nelson BC. The one year certificate prepares students for entry level jobs in areas such as energy auditing, public education of renewable energy options, site evaluation and data collection.

The realm of Renewable Energy is evolving rapidly, and involves many professionals from Architects and engineers to biologists, chemists, electricians and heating specialists. The certificate prepares graduates to work with these professionals in a supporting capacity, and is designed to provide a foundation to a career that can be pursued in a variety of disciplines as the realm of Renewable Energy Evolves.

PRE REQUISITES FOR THE CERTIFICATE IN RENEWABLE ENERGY TECHNICIAN

- English 12 with a C grade
- Principles of Math 11 with a C+ or Math Applications 11 with a B

CERTIFICATE IN RENEWABLE ENERGY TECHNICIAN

FALL SEMESTER 2009

RNW 101 Conservation I: Energy and the Environment
 RNW 111 Electrical Fundamentals
 RNW 113 Principles of Heat Transfer and Electronic Controls
 RNW 120 Field Skills
 RRS 191 Computer Applications
 Math 160 Technical Mathematics (21 Hours/week)

Course of Studies

Translation Key:

Lec = Lecture Hours per week; Lab = Lab Hours per week;

Course	Name	Lec	Lab
Term 1			
	Conservation I: Energy and the Environment	3	0
RNW 111	Electrical Fundamentals	0	4
RNW 113 (D)	Principles of Heat Transfer/Electronic Controls	0	3
RNW 120	Field Skills	1	4
RRS 191	Computer Applications	0	0
MATH 160	Technical Mathematics	0	0
	Total:	4	11

Course	Name	Lec	Lab
Term 2			
RNW 102	Conservation II	3	0
RNW 103	Biomass Energy Systems	3	0
RNW 105	Green Electricity: Small Hydro, Wind Power, Solar PV Energy Systems	3	0
RNW 107	Green Heat: Solar Thermal and Geexchange Systems	3	0
RRS 158	Introduction to Geographic Information Systems	0	0
RRS 158			
	Total:	12	0

WINTER SEMESTER 2010

RNW 102 Conservation II
 RNW 103 Biomass Energy Systems
 RNW 105 Green Electricity: Small Hydro, Wind Power, Solar PV Energy Systems
 RNW 107 Green Heat: Solar Thermal and Geexchange Systems
 RRS 158 Introduction to Geographic information Systems
 RRS or Language Elective* (20 Hours/week)
 (*Language elective for those interested in our North American student mobility project)
 Selected students may be able to access grants for travel to associated colleges for further instruction in targeted renewable energy technologies.

The probability of succeeding in this program improves if candidates possess strong reading and comprehension skills. All applicants must complete pre-admission computerized placement testing in math and reading once they have submitted their application. Approximate Tuition \$6100 for the year.

Course Descriptions

RNW 111 ELECTRICAL FUNDAMENTALS

Electrical Fundamentals (RNW 111) covers Direct Current and Alternating Current Analysis. Topics include: Voltage, Current, resistance,

Ohm's Laws, Electromagnetism, Meters, Motors, Generators, Protection devices, Construction drawings.

RNW 113 PRINCIPLES OF HEAT TRANSFER/ELECTRONIC CONTROLS

Principles of Heat Transfer and Electronic Controls covers refrigeration and heat transfer theory and applied skills. The course builds on RNW 111 Electrical Fundamentals and covers inductors, capacitors, and resistors; basic semiconductor and microprocessor theory; relevant sections of the BC Electrical Code; and reading data sheets, electrical and electronic spec sheets.

Prerequisites

English 12 or equivalent, Principles of Math 11 with a C+ or Math Applications 11 with a B. This course is available via Distance Education.

RNW 120 FIELD SKILLS

Field Skills for Renewable Energy Technicians provides learners with knowledge and practice in applied environmental measurement techniques, applied ecology and classification techniques, soil and landform classification, basic climatology, and permitting requirements for renewable energy projects. Emphasis in this course is placed on proper techniques for collecting, measuring, and evaluating data and the proper use of measurement equipment required in Renewable Energy project development.

Prerequisites

Entry to the Certificate in Renewable Energy Technician.

RRS 191 INTRODUCTION TO COMPUTERS II

This course builds upon the computer concepts from RRS 190 by offering advanced computer applications and techniques specific to the Integrated Environmental Planning Technology program. Emphasis will be placed on the use of spreadsheets, database applications, web design, and desktop mapping.

Prerequisites

ABT 113 and ABT 134, or challenge exam, or advanced credit.

MATH 160 TECHNICAL MATHEMATICS

This is an applied math course, focusing on the technical math skills required in Renewable Resources work. Topics include: computation, 2-D and 3-D trigonometry, conversion factors, derived and empirical formulas, exponentials and logarithms, and map scales.

Prerequisites

Principles of MATH 11, or MATH 12 (Principles or Applications), or MATH 80, or equivalent.

RNW 102 ENERGY CONSERVATION II

Energy Conservation II reviews energy conservation in the contexts of transportation and building design. Transportation topics address energy efficiency of different modes of travel, technologies and public policies to improve transportation energy efficiency. Building design topics include energy-efficient building-envelopes, insulated foundations, solar walls, energy-efficient components, the role of the building code, and planning to maximize site efficiencies like ground source heating and cooling, solar gain and cooling with shading. Retrofitting and new construction energy efficiency strategies are compared. Students will learn to use the software programs Hot2000, complete an energy audit, make recommendations on energy conservation, and calculate energy reductions, the cost and payback period for their recommendations in a written report.

Prerequisites

Admission to the CRE program, and either completion of the first semester course or permission from the Chair of the School of Renewable Resources.

RNW 103 BIOMASS ENERGY SYSTEMS

Biomass Energy Systems introduces biomass energy systems by looking at solid, liquid and gaseous fuels derived from organic materials. The course differentiates between non-renewable and renewable biomass - biomass that is replenished

by natural processes within a reasonable length of time - at longest, within an average human life span. The carbon cycle, fossil fuel, greenhouse gas generation and sequestration are considered. This course reviews energy from biomass sources like forestry, agricultural and solid waste, energy crops and algae. Technologies to convert biomass into heat, liquid, or gaseous fuels are studied.

Prerequisites

Completion of the ELTT Electrical program, an equivalent credential, or permission from the Chair of the School of Renewable Resources.

RNW 105 GREEN ELECTRICITY: SMALL HYDRO, WIND POWER, SOLAR PV ENERGY SYSTEMS

Green Electricity: Small Hydro, Wind, and Solar Photovoltaic Systems introduces renewable electric power generation, how to assess a site for renewable power generation, and system components. The cost and performance of different technologies are compared. Off-grid, grid-tie and hybrid renewable power generating configurations are considered.

Prerequisites

English 12 or equivalent, Principles of Math 11 with a C+ or Math Applications 11 with a B are required for program admission, and successful completion of all courses in the first semester or permission of the Chair of the School of Renewable Resources.

RNW 107 GREEN HEAT: SOLAR THERMAL AND GEOEXCHANGE SYSTEMS

Green Heat: Solar Thermal and Geo-Exchange Systems introduces solar thermal and geo-exchange heat transfer systems, components, controls, and design considerations. Case studies examine systems for domestic hot water, space heating or both. Single residential and district heating systems are examined.

Prerequisites

English 12 or equivalent, Principles of Math 11 with a C+ or Math Applications 11 with a B are required for program admission, and successful completion of all courses in the first semester or permission of the Chair of the School of Renewable Resources.

RRS 158 INTRODUCTION TO GIS

This course will provide training in Computer Drafting, Geographic Information Systems (GIS) and Global Positioning Systems (GPS) as relevant to the fields of environment, forestry, fish, wildlife and recreation. Emphasis will be placed on developing hands-on expertise with drafting and

GIS Software such as ArcGIS and Softree. Global Positioning Systems (GPS) data collected in the field will be integrated into mapping exercises for analysis and display.

Prerequisites

RRS 152, RRS 190 or IEP 190.

Corequisites:

RRS 154.

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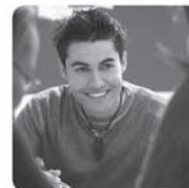
university arts & sciences

AT SELKIRK COLLEGE

If you are considering a university degree, don't overlook the advantages of starting out at Selkirk College. Our arts and sciences faculty is world class. All faculty have Master's degrees and over one-third of them have PhDs, but their primary focus is teaching, not research. You will enjoy small class sizes and facilities that include an extensive library collection, wireless computer access, a new state-of-the-art biology lab and breathtaking field sites.

GENERAL UNIVERSITY STUDIES

Take a single course or work towards a degree. At Selkirk you can choose from over 100 fully transferable university courses.



ASSOCIATE DEGREES

With this provincially established credential, you can earn the first two years of a four-year Bachelor degree, then transfer on to a university in BC or across Canada.

ASSOCIATE OF ARTS DEGREES

- Elementary Education
- English
- Entry to Traditional Chinese Medicine
- General Arts
- History
- Peace Studies
- Psychology
- Writing Studies

ASSOCIATE OF SCIENCE DEGREES

- Biochemistry
- Biology
- General Science

DIPLOMAS AND OTHER PROGRAMS

ENGINEERING

Take the challenging two-year Applied Science (Engineering) Program, which transfers into second year of engineering programs at B.C. Universities.

PEACE STUDIES

Mir Centre for Peace at Selkirk College programs combine core peace studies courses with a broad base in university liberal arts and sciences.

WRITING STUDIES

With a strong emphasis on portfolio development and professional practices, you will be better positioned to compete for placement in university writing programs or to continue with your own writing practice.

UNIVERSITY PREPARATORY COURSES

Are you missing prerequisites for a particular course or program? Selkirk College also offers high school equivalency courses.

The School of University Arts and Sciences has the courses and programs you need to launch your academic education. Start your Bachelor's degree here and finish it at the university of your choice. Or, complete one of four Bachelor's degrees without leaving home.

Bachelor's Degree Programs

Selkirk College grants a Bachelor of Geographic Information Systems degree, offered by our School of Renewable Resources. In addition, degrees in General Studies, Nursing and Teacher Education are offered in collaboration with Simon Fraser University, the University of Victoria and the University of British Columbia. It is now possible for you to complete your university degree right here in the Kootenays!

**FOR LATEST INFORMATION
VISIT SELKIRK.CA**

Two Year Programs

Selkirk College offers two year university transferable associate degree and diploma programs in many disciplines, including Arts, Sciences, and Engineering. In most cases you can earn the first two years of a four year bachelor degree here at Selkirk, and then transfer directly into the third year of degree programs at BC universities.

General University Studies

Not sure about your academic strengths and interests? At Selkirk you can sample from well over one hundred university arts and sciences courses. Register in a single course, or transfer a full two years of university credit to universities in British Columbia and beyond. Students who do not have the prerequisites for the courses they want may upgrade by taking university preparatory courses along with selected university courses in their program.

Distance Learning

Several University Arts and Science courses are offered via Distance Education. For a current list of courses, please visit Distance Courses.

COLLEGE PREPARATORY (UPGRADING)

CASTLEGAR CAMPUS

General Information

Students who lack the admission requirements for the program they want may still gain admission by taking a combination of university and upgrading courses during the first year. This mode of entry may extend the length of their program.

College Preparatory courses are available as prerequisites for Biology, Chemistry, English, Math and Physics courses offered in various university and diploma programs. Also see courses offered under Adult Basic Education.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

These figures are approximate only and could change at any time.

Contacts

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Course of Studies

College preparatory courses are offered in fall (term 1), winter (term 2) and spring (term 3).

Term 1

Course
BIOL 050
CHEM 050
ENGL 051
MATH 050
MATH 051
PHYS 050

Name

Introduction to Biology I
Basic Principles of Chemistry
Introductory Composition
Algebra and Trigonometry I
Algebra and Trigonometry II
Basic Principles of Physics

Term 2

Course
BIOL 051
CHEM 050
ENGL 051
MATH 050
MATH 051

Name

Introduction to Biology II
Basic Principles of Chemistry
Introductory Composition
Algebra and Trigonometry I
Algebra and Trigonometry II

Term 3

Course
ENGL 051

Name

Introductory Composition (Subject to sufficient enrollment)

General Information

Selkirk College offers well over one hundred first and second year university courses that have formal transfer to universities in British Columbia, and generally also transfer to universities in other parts of Canada and the United States. Detailed course-by-course transfer information among institutions within BC can be found in the BC Online Transfer Guide. Students may choose to study full or part time, take a single course or complete up to two full years of university studies.

Students who successfully complete two full years (normally sixty credits or twenty courses) of general university studies courses will be awarded a **Liberal Arts and Science Diploma**. To qualify for this diploma a student must obtain a minimum overall grade point average of 2.00 ("C" average), and have completed at least one three-credit university transfer course in English.

Selkirk College university level courses transfer into **Bachelor of Arts** programs at universities and university colleges, with courses available in Anthropology, Creative Writing, Economics, English, French, Geography, History, Peace Studies, Philosophy, Psychology, Spanish, Sociology, and Women's Studies.

Course credits may also be transferred into **Bachelor of Science** programs, with courses offered in Astronomy, Biology, Chemistry, Computer Science, Geography, Geology, Mathematics, Physics and Statistics.

Courses are available that meet the admission requirements for **Bachelor of Education** programs at the elementary and secondary level. In addition, UBC and Selkirk College collaborate to provide the **West Kootenay Teacher Education Program (WKTEP)** for individuals who already possess an appropriate university degree.

Many professional schools and faculties at universities and university colleges will only admit students who have completed one or more years of specific **Pre-Professional Programs** of Arts and Sciences courses. Pre-professional program requirements may be fulfilled by choosing the appropriate mix of university transfer courses.

Examples of professions for which pre-professional programs are offered at Selkirk College include:

- Agricultural Sciences
- Architecture
- Dental Hygiene
- Dentistry
- Dietetics/Nutrition
- Home Economics
- Law
- Library Science
- Medicine
- Pharmacy
- Physiotherapy
- Veterinary Medicine

Approximate Expenses

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ASSOCIATE OF ARTS DEGREE (GENERAL)

TWO-YEAR ASSOCIATE OF ARTS DEGREE AT CASTLEGAR CAMPUS

Program Objectives

To earn an Associate of Arts degree the student must:

Select a two-year program of study in consultation with a Selkirk College counsellor. An appointment may be made by calling the Counselling Office at 1.888.953.1133, ext 273.

Fulfill all the requirements for an Associate of Arts degree as outlined below.

Students may have to complete discipline specific course requirements (see individual program descriptions).

Associate of Arts degree requirements (see also summary table below):

- Completion of 60 semester credits of courses that have assigned or unassigned university transfer credit at the 100-level or higher at accredited provincial universities;
- Completion of at least 15 of these 60 semester credits at Selkirk College;
- Completion of at least six semester credits in courses that have assigned or unassigned university transfer credit at the 100-level in English;
- Completion of at least 18 credits in Humanities and Social Science courses (other than English) that have assigned or unassigned university transfer credit at the 100 or 200-level; at least six of these credits must be in the Humanities, and at least six of these credits must be in the Social Sciences;
- Completion of at least 18 semester credits in Arts courses that have assigned or unassigned university transfer credit at the 200-level or higher; these credits must be in at least two different subject areas;
- Completion of at least nine credits in Science courses, including at least three credits in Mathematics or Computing Science or Statistics and at least three credits in a laboratory Science course (i.e. any course in the Sciences list worth three credits or more and with a lab of at least two hours, but excluding any course in Applied Science, Computing Science, Math or Statistics);
- Completion of an additional nine semester credits or more in courses that have assigned or unassigned university transfer credit at the 100-level or higher;

In addition the student must have achieved an overall grade of "C" or better in each course. Only those courses with university transfer credit at accredited provincial universities will count towards the Associate Degree.

General Course Requirement for an Associate of Arts Degree

COURSE/PROGRAMS	CREDITS	CONDITIONS
English	6	100 level
Arts Courses	18	100 level of which six must be Humanities, six must be Social Sciences
Arts Courses	18	200 level or higher; credits must be in at least two subject areas
Science Courses	9	100 level or higher; three credits of Mathematics, Computing Science, or Statistics, three credits of Laboratory Science: requires a minimum two-hour lab and excludes any course in Engineering (Applied Science), Computing Science, Mathematics, or Statistics Three additional Science credits at the 100 level or higher
University Transfer Courses	9	100 or 200 level; Arts, Sciences or university transferable courses in other program areas
TOTAL	60	

Note: Always consult with a Selkirk College Counsellor before selecting courses towards an Associate Degree

Admission Requirements

Admission to an Associate of Arts degree program requires the completion of English 12 with a grade of C or higher. Other prerequisites depend on the courses chosen to make up the degree, and should be determined with the advice of a Selkirk College counsellor. Students who lack the admission requirements may still gain admission to the program by taking a combination of university and upgrading courses during the first year. This mode of entry may extend the length of their program.

**FOR LATEST INFORMATION
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Program Objectives

This associate degree is designed for students who wish to study traditional Chinese medicine at the Academy of Classical Oriental Sciences in Nelson, British Columbia. It fulfills the Academy entrance requirement for two years of directed university study, and provides the student with a broad academic background in the arts and sciences.

Admission Requirements

Admission to the Associate of Arts – Entry to Traditional Chinese Medicine program requires the completion of Biology 12, Chemistry 11 (Chemistry 12 recommended), English 12 and Principles of Math 11* with a grade of “C” or higher. Students who lack the admission requirements may still gain entry to the program by taking a combination of upgrading and university courses in their first year. This may extend the length of their program.

*Students wishing to take STAT 105 must have completed Principles of Math 12.

Program Requirements

In addition to fulfilling the program requirements for a general Associate of Arts degree, to earn an Associate of Arts – Entry to Traditional Chinese Medicine the student must complete the course of studies outlined below.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Course of Studies

The following mix of courses satisfies the requirements for the Associate of Arts degree – Entry to Traditional Chinese Medicine. Electives should always be chosen in consultation with a Selkirk College counsellor.

TERM 1

- ANTH 1st or SOC 1st
- ENGL 110-3: College Composition
- PHIL 100: Introductory Philosophy I
- PSYC 100: Introductory Psychology I
- STAT 105: Introduction to Statistics or

TERM 2

- CPSC 140: Elements of Computing
- ADD 184: Introduction to Concepts of Chemical Dependence
- ANTH 1st or SOC 1st
- ENGL 111-3: Introduction to Literature
- PHIL 101: Introductory Philosophy II
- PSYC 101: Introductory Psychology II

TERM 3

- BIOL 104: Biology I
- CHEM 110: Fundamentals of Chemistry* or CHEM 122: General Chemistry I
- PHIL 200: Contemporary Moral Problems I
- PSYC 240: Child Development
- Second-year arts elective**

TERM 4

- BIOL 106: Biology II
- CHEM 125: Foundations of Chemistry II
- PHIL 201: Contemporary Moral Problems II
- PSYC 241: Adult Development
- Second-year arts elective**

* Students with Chemistry 11 take CHEM 110

** Some second-year courses have first-year prerequisites; choose first year courses accordingly.

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ASSOCIATE OF ARTS DEGREE IN ELEMENTARY EDUCATION

TWO - YEAR ASSOCIATE OF ARTS DEGREE AT CASTLEGAR CAMPUS

Program Objectives

For students interested in teaching at the elementary level, the Associate of Arts degree in Elementary Education provides two years of university transferable courses that fulfill most or all of the requirements to enter the third year of Bachelor of Education programs in Elementary Education.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Course of Studies

The following is a suggested mix of courses to satisfy requirements for the Associate of Arts degree in Elementary Education. Courses should always be chosen in consultation with a Selkirk College counsellor.

Note: Students interested in earning their degree at the University of Victoria may not be able to complete a full two years of course requirements, due to changes in the UVic program to come into effect in September 2009. Please consult with a Selkirk College counsellor for details.

TERM 1

- ENGL 110-3: College Composition **or**
- ENGL 112-3: Introduction to Poetry and Drama (ENGL 110 is recommended)

Canadian content course: choose from

- ENGL 202-3: Canadian Literature I, **or**
- GEOG 136-3: The Geography of British Columbia, **or**
- HIST 104-3: Canada Before Confederation, **or**
- HIST 203-3: A History of British Columbia (HIST 104 is recommended)
- MATH 100-3: Calculus I **or**

- MATH 180-3: Mathematics for Teachers, (may be taken in term 1 or 2)

Lab science (requires a minimum two-hour lab):* choose from Astronomy, Biology, Chemistry, Physical Geography, Geology, or Physics (3 credits) (**Note:** Some university Education degree programs may not accept Astronomy and/or Physical Geography as lab science credits. Always consult with a college counsellor before choosing courses).

Elective credits: 100 or 200 level Humanities excluding English*, or Social Sciences (3 credits)

TERM 2

- ENGL 111-3: Introduction to Literature **or**
- ENGL 114-3: Introduction to Prose Fiction

Canadian content course: choose from

- ENGL 203-3: Canadian Literature II, **or**
- HIST 105-3: Contemporary Canada, **or**
- HIST 210-3: A History of the First Nations of Canada
- MATH 101-3: Calculus II **or**
- MATH 181-3: Problem Solving in Foundational Mathematics

Lab science (requires a minimum two-hour lab):* choose from Astronomy, Biology, Chemistry, Physical Geography, Geology, or Physics (3 credits) (**Note:** Some university Education degree programs may not accept Astronomy and/or Physical Geography as lab science credits. Always consult with a college counsellor before choosing courses).

Elective credits: 100 or 200 level Humanities excluding English, or Social Sciences (3 credits)

TERM 3

Five 100 or 200 level university transfer electives chosen in consultation with a Selkirk College counsellor
(Total 15 credits)

TERM 4

Five 100 or 200 level university transfer electives chosen in consultation with a Selkirk College counsellor
(Total 15 credits)

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ASSOCIATE OF ARTS DEGREE IN ENGLISH

TWO - YEAR ASSOCIATE OF ARTS DEGREE AT CASTLEGAR CAMPUS

Program Objectives

For students interested in earning a Bachelor of Arts degree in English, this Associate of Arts degree provides two years of university transferable courses that fulfill most or all of the requirements to enter the third year of a Major or Honours program in English.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

These figures are approximate only and could change at any time. Visit selkirk.ca/tuition/ for approximate fee information. Non-Canadian students please refer to selkirk.ca/tuition/international

Program Requirements

In addition to fulfilling the program requirements for a general Associate of Arts degree, to earn an associate degree in English a student must complete at least 18 credits of English courses at the 100 and 200 level, including at least six credits at the 100 level.

Course of Studies

The following is a suggested mix of courses to satisfy requirements for the Associate of Arts degree in English. Courses should always be chosen in consultation with a Selkirk College counsellor.

TERM 1

- ENGL 110-3: College Composition **or**
- ENGL 112-3: Introduction to Poetry and Drama
- Any 100 or 200 level Arts other than English (3 credits)
- 100 level Math, or Computing Science, or Statistics (3 credits) (may be taken in term 1 or 2)
- 100 or 200 level Humanities, excluding English; foreign language recommended (3 credits)

- 100 or 200 level Social Sciences (3 credits)

TERM 2

- ENGL 111-3: Introduction to Literature **or**
- ENGL 114-3: Introduction to Prose Fiction
- Any 100 or 200 level Arts other than English (3 credits)
- Lab Science - Requires a minimum 2-hour lab and excludes any course in Engineering/ Applied Science, Computing Science, Math or Statistics. (3 credits) (may be taken in term 1 or 2)
- 100 or 200 level Humanities, excluding English; foreign language recommended
- 100 or 200 level Social Sciences (3 credits)

TERM 3

- ENGL 200-3: A Survey of English Literature I
- ENGL 202-3: Canadian Literature I **or**
- ENGL 204-3: Children's Literature II
- Any 200 level Arts other than English (3 credits)
- 100 or 200 level Science elective (3 credits)
- 100 or 200 level university transfer elective (3 credits)

TERM 4

- ENGL 201-3: A Survey of English Literature II
- ENGL 203-3: Canadian Literature II **or**
- ENGL 205-3: Children's Literature I
- Any 200 level Arts, including English (3 credits)
- 100 or 200 level university transfer elective (3 credits)
- 100 or 200 level university transfer elective (3 credits)

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ASSOCIATE OF ARTS DEGREE IN ENGLISH (WRITING STUDIES)

TWO-YEAR ASSOCIATE OF ARTS DEGREE AT CASTLEGAR CAMPUS

Program Objectives

The Associate of Arts degree in English (Writing Studies) is designed for students who wish to earn a bachelor's degree in English, but also want to incorporate a strong focus on writing into their curriculum.

The program provides two years of university transferable courses that fulfill most or all of the requirements to enter the third year of a Major or Honours program in English. In addition, it emphasizes writing; literary criticism, communications, freelance writing, or imaginative writing in fiction, poetry, non-fiction and drama. Students will develop a portfolio of their work and learn to prepare manuscripts for publication.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Program Requirements

In addition to fulfilling the program requirements for a general Associate of Arts degree, to earn an associate degree in English (Writing Studies) a student must:

- complete at least 18 credits of English courses at the 100 and 200 level. These credits should include ENGL 112, ENGL 114, ENGL 200 and ENGL 201.
- complete four Writing Studies courses (CWRT 100, CWRT 101, CWRT 200 and CWRT 201). These should be taken in place of one arts elective each semester.

Course of Studies

The following is a suggested mix of courses to satisfy requirements for the Associate of Arts degree in English (Writing Studies). Courses should always be chosen in consultation with a Selkirk College counsellor.

TERM 1

- CWRT 100-3: Studies in Writing I
- ENGL 110-3: College Composition or ENGL 112-3: Introduction to Poetry and Drama (ENGL 112 recommended)
- 100 level Math, Computing Science, or Statistics (3 credits) (may be taken in term 1 or 2)
- 100 or 200 level Humanities, excluding English; foreign language recommended (3 credits)
- 100 or 200 level Social Sciences (3 credits)

TERM 2

- CWRT 101-3: Studies in Writing II
- ENGL 111-3: Introduction to Literature or ENGL 114-3: Introduction to Prose Fiction (ENGL 114 recommended)
- Lab Science - Requires a minimum 2-hour lab + excludes any course in Engineering/ Applied Science, Computing Science, or Math. (3 credits) (may be taken in term 1 or 2)
- 100 or 200 level Humanities; foreign language recommended (3 credits)
- 100 or 200 level Social Sciences (3 credits)

TERM 3

- CWRT 200-3: Studies in Writing III
- ENGL 200-3: A Survey of English Literature I
- ENGL 202-3: Canadian Literature I **or**
- ENGL 204-3: Children's Literature II
- 100 or 200 level Science elective (3 credits)
- 100 or 200 level university transfer elective (3 credits)

TERM 4

- CWRT 201-3: Studies in Writing IV
- ENGL 201-3: A Survey of English Literature II
- ENGL 203-3: Canadian Literature II **or**
- ENGL 205-3: Children's Literature I
- 100 or 200 level university transfer elective (3 credits)
- 100 or 200 level university transfer elective (3 credits)

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LIBERAL ARTS DIPLOMA IN WRITING STUDIES

TWO-YEAR LIBERAL ARTS DIPLOMA AT CASTLEGAR CAMPUS

Program Objectives

With a strong emphasis on portfolio development and professional practices in combination with university transferable liberal arts coursework, graduates from the Studies in Writing program will be better positioned to compete for placement in university writing programs or to continue with their own writing practice. This program is designed for students of writing who have an authentic curiosity for a wide range of subject areas. Students who complete two years (60 credits) of courses with a minimum grade point average of 2.00 ("C" average) will be awarded a Liberal Arts Diploma in Writing Studies.

Program Requirements

To earn a Liberal Arts Diploma in Writing Studies students must:

- Complete a total of 60 credits of university transferable courses. At least 12 of these credits must be in English, which should include ENGL 112, ENGL 114, ENGL 200 and ENGL 201.
- Complete four Writing Studies courses (CWRT 100, CWRT 101, CWRT 200 and CWRT 201).
- Choose electives from at least two subject areas other than English or Writing Studies.

Students are strongly encouraged to complete a year of university level course work in a foreign language, and those interested in developing their literary dexterity in all fields of study should consider taking at least one lab science.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Course of Studies

The following is a suggested mix of courses to satisfy requirements for the Liberal Arts Diploma in Writing Studies. Courses should always be chosen in consultation with a Selkirk College counsellor.

TERM ONE

- CWRT 100-3: Studies in Writing I
- ENGL 110-3: College Composition or ENGL 112-3: Introduction to Poetry and Drama (ENGL 112 recommended)
- Three 100 or 200 level University Arts or Sciences electives

TERM TWO

- CWRT 101-3: Studies in Writing II
- ENGL 111-3: Introduction to Literature or ENGL 114-3: Introduction to Prose Fiction (ENGL 114 recommended)
- Three 100 or 200 level University Arts or Sciences electives

TERM THREE

- CWRT 200: Studies in Writing III
- ENGL 200-3: A Survey of English Literature I
- ENGL 202-3: Canadian Literature I or
- ENGL 204-3: Children's Literature II
- Two 100 or 200 level University Arts or Sciences electives

TERM FOUR

- CWRT 201: Studies in Writing IV
- ENGL 201-3: A Survey of English Literature II
- ENGL 203-3: Canadian Literature II or
- ENGL 205-3: Children's Literature I
- Two 100 or 200 level University Arts or Sciences electives

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ASSOCIATE OF ARTS DEGREE IN HISTORY

TWO - YEAR ASSOCIATE OF ARTS DEGREE AT CASTLEGAR CAMPUS

Program Objectives

For students interested in earning a Bachelor of Arts degree in History, this Associate of Arts degree provides two years of university transferable courses that fulfill most or all of the requirements to enter the third year of a Major or Honours program in History.

Program Requirements

In addition to fulfilling the requirements for a general Associate of Arts degree, to earn an associate degree in history a student must complete at least 18 credits of history courses at the 100 and 200 level, including at least six credits at the 100 level.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Course of Studies

The following is a suggested mix of courses to satisfy requirements for the Associate of Arts degree in History. Courses should always be chosen in consultation with a Selkirk College counsellor.

TERM 1

- ENGL 110-3: College Composition **or**
- ENGL 112-3: Introduction to Poetry and Drama
- HIST 104-3: Canada Before Confederation **or**
- HIST 106-3: Western Civilization I
- 100 level Math, Computing Science, or Statistics (3 credits) (may be taken in term 1 or 2)
- 100 or 200 level Humanities or Social Sciences (foreign language recommended) (3 credits)
- 100 or 200 level Social Sciences (3 credits)

TERM 2

- ENGL 111-3: Introduction to Literature **or**
- ENGL 114-3: Introduction to Prose Fiction
- HIST 105-3: Contemporary Canada **or**
- HIST 107-3: Western Civilization II
- Lab Science - Requires a minimum 2-hour lab and excludes any course in Engineering/ Applied Science, Computing Science, Math or Statistics. (3 credits) (may be taken in term 1 or 2)
- 100 or 200 level Humanities or Social Sciences (foreign language recommended)
- 100 or 200 level Social Sciences (3 credits)

TERM 3

- HIST 203-3: A History of British Columbia
- HIST 220-3: Latin America: Pre-1821
- ENGL 200-3: A Survey of English Literature I **or**
- ENGL 202-3: Canadian Literature I
- 100 or 200 level Science elective (3 credits)
- 100 or 200 level university transfer elective (3 credits)

TERM 4

- HIST 210-3: A History of the First Nations of Canada **or**
- HIST 215-3: A History of the West Kootenay
- HIST 221-3: Latin America: Post-1821
- ENGL 201-3: A Survey of English Literature II **or**
- ENGL 203-3: Canadian Literature II
- 100 or 200 level university transfer elective (3 credits)
- 100 or 200 level university transfer elective (3 credits)

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ASSOCIATE OF ARTS DEGREE IN PSYCHOLOGY

TWO - YEAR ASSOCIATE OF SCIENCE DEGREE AT CASTLEGAR CAMPUS

Program Objectives

For students interested in earning a Bachelor of Arts degree in Psychology, this Associate of Arts degree provides two years of university transferable courses that fulfill most or all of the requirements to enter the third year of a Major or Honours program in Psychology.

Program Requirements

In addition to fulfilling the requirements for a general Associate of Arts degree, to earn an associate degree in psychology a student must complete at least 18 credits of psychology courses at the 100 and 200 level, including at least six credits at the 100 level.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Course of Studies

The following is a suggested mix of courses to satisfy requirements for the Associate of Arts degree in Psychology. Courses should always be chosen in consultation with a Selkirk College counsellor.

TERM 1

- ENGL 110-3: College Composition **or**
- ENGL 112-3: Introduction to Poetry and Drama
- PSYC 100-3: Introductory Psychology I
- 100 level Math, Computing Science, or Statistics (3 credits) (may be taken in semester 1 or 2)
- 100 or 200 level Humanities; foreign language recommended (3 credits)
- 100 or 200 level Social Sciences (3 credits)

TERM 2

- ENGL 111-3: Introduction to Literature **or**
- ENGL 114-3: Introduction to Prose Fiction
- PSYC 101-3: Introductory Psychology II
- Lab Science - Requires a minimum 2-hour lab and excludes any course in Engineering/ Applied Science, Computing Science, Math or Statistics. (3 credits) (may be taken in semester 1 or 2)
- 100 or 200 level Humanities; foreign language recommended (3 credits)
- 100 or 200 level Social Sciences (3 credits)

TERM 3

- PSYC 200-3: Biological Psychology
- PSYC 230-3: Emotional and Social Disorders **or**
- PSYC 240-3: Child Development
- Any 200 level Arts other than Psychology (3 credits)
- 100 or 200 level Science elective (3 credits)
- 100 or 200 level university transfer elective (3 credits)

TERM 4

- PSYC 202-3: Research Methods
- PSYC 231-3: Psychotic and Organic Disorders **or**
- PSYC 241-3: Adult Development
- Any 200 level Arts, including Psychology (3 credits)
- 100 or 200 level university transfer elective (3 credits)
- 100 or 200 level university transfer elective (3 credits)

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ASSOCIATE OF SCIENCE DEGREE (GENERAL)

TWO-YEAR ASSOCIATE OF SCIENCE DEGREE AT CASTLEGAR CAMPUS

Program Objectives

For students interested in a bachelor degree in the sciences, the Associate of Science degree provides two years of courses, and fulfills most or all course requirements to enter the third year of Bachelor of Science degree programs at universities in British Columbia.

Students may complete a general Associate of Science degree, or choose from discipline-specific Associate of Science degrees in Biochemistry and Biology.

Admission Requirements

Admission to an Associate of Science degree program requires the completion of English 12 with a grade of "C" or higher and Principles of Math 12 with a grade of "C+" or higher. Other prerequisites depend on the courses chosen to make up the degree, and should be determined with the advice of a Selkirk College counsellor. Students who lack the admission requirements may still gain admission to the program by taking a combination of university and upgrading courses during the first year. This mode of entry may extend the length of their program.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Program Requirements

To earn a General Associate of Science degree the student must:

- Select a two-year program of study in consultation with a Selkirk College counsellor. An appointment may be made by calling the Counselling Office at 888-953-1133, ext273
- Fulfill all the requirements for a general

General Course Requirement for an Associate of Science Degree

COURSE/PROGRAMS	CREDITS	CONDITIONS
English	6	100 level
Mathematics	6	At least 3 credits from Math 100, 101, 200
Science	36	100 level or higher; at least 3 credits in a Laboratory-based Science; at least 18 credits at the 200 level or higher in at least 2 subject areas.
Arts Elective	6	100 level or higher, excluding English
University Transfer Courses	6	100 level or higher; may be Arts or Science courses or other subjects, (e.g. Commerce, Physical Education) with university transfer credits.
TOTAL	60	

Note: Always consult with a Selkirk College Counsellor before selecting courses towards an Associate Degree

Associate of Science degree as outlined below.

- Discipline specific Associate of Science degrees may have additional course requirements (see individual program descriptions).

Associate of Science degree requirements (see also summary table below):

- Completion of 60 semester credits of courses that have assigned or unassigned university transfer credit at the 100-level or higher at accredited provincial universities;
- Completion of at least 15 of these 60 semester credits at Selkirk College;
- Completion of at least six semester credits in courses that have assigned or unassigned university transfer credit at the 100-level in English;
- Completion of at least six semester credits in Mathematics; at least three credits must be in Calculus;
- Completion of at least 18 credits in Science courses that have assigned or unassigned university transfer credit at the 100-level or higher; at least three credits must be in a Laboratory-based Science course;
- Completion of at least 18 credits in Science courses that have assigned or unassigned university transfer credit at the 200-level or higher; these credits must be in at least two subject areas;
- Completion of at least six semester credits in Arts courses at the 100-level or higher, excluding English;
- Completion of an additional six semester credits in courses that have assigned or unassigned university transfer credit at the 100-level or higher; may be Arts, Sciences

or university transferable courses in other program areas. In addition the student must have achieved an overall grade of "C" or better in each course.

Only those courses with university transfer credit at accredited provincial universities (UBC, UVIC, SFU and UNBC) will count towards the Associate Degree.

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ASSOCIATE OF SCIENCE DEGREE IN BIOCHEMISTRY

TWO-YEAR ASSOCIATE OF SCIENCE DEGREE AT CASTLEGAR CAMPUS

Program Objectives

For students interested in earning a Bachelor of Science degree in Biochemistry or a related field, this Associate of Science degree provides two years of university transferable courses that fulfill most or all of the requirements to enter the third year of a Major or Honours program in Biochemistry.

Admission Requirements

Admission to the Associate of Science degree in Biochemistry program requires the completion of Biology 12, Chemistry 11, English 12, Physics 11 with a grade of "C" or higher, and Principles of Math 12 with a grade of "C+" or higher.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Program Requirements

To earn an Associate Degree in Biochemistry a student must:

- Select a two-year program of study in consultation with a Selkirk College counsellor. You may make an appointment by calling the Counseling Office at 888-953-1133, ext 273
- Fulfill all the requirements for a General Associate of Science degree.
- Have earned an overall grade of "C" or better in each course (cumulative grade point average of at least 2.0 on a four point scale) calculated on all the courses counting towards the Associate Degree requirements.

Course of Studies

The following is a suggested mix of courses to satisfy requirements for the Associate of Science degree in biochemistry. Courses should always be chosen in consultation with a Selkirk College counsellor.

TERM 1

- ENGL 110-3: College Composition **or**
- ENGL 112-3: Introduction to Poetry and Drama
- BIOL 104-3: Biology I
- CHEM 110-3: Fundamentals of Chemistry **or**
- CHEM 122-3: General Chemistry I
- MATH 100-3: Calculus I
- PHYS 102-3: Basic Physics **or**
- PHYS 104-3: Fundamental Physics

TERM 2

- ENGL 111-3: Introduction to Literature **or**
- ENGL 114-3: Introduction to Prose Fiction
- BIOL 106-3: Biology II
- CHEM 125-4: Foundations of Chemistry II
- MATH 101-3: Calculus II
- PHYS 103-3: Basic Physics II **or**
- PHYS 105-3: Fundamental Physics II

TERM 3

- BIOL 204-3: Cell Biology
- CHEM 212-3: Organic Chemistry I
- CHEM 222-3: Introductory Physical Chemistry
- MATH 200-3: Multivariable Calculus
- Science elective¹ (3 credits)

TERM 4

- BIOL 206-3: Introduction to Biochemistry
- CHEM 213-3: Organic Chemistry II
- 100 or 200 level Arts other than English (3 credits)
- 100 or 200 level Arts other than English (3 credits)
- Science elective¹ (3 credits)

Footnotes

¹Students transferring to UBC or UVic are advised to take Chemistry 220 as a second-year science elective.

Students transferring to SFU are advised to take Biology 202, Computer Science 100 and either Math 215 or Statistics 206 as science electives.

Students transferring to UNBC are advised to take Biology 200 and Biology 202 as second-year science electives.

Students transferring to TRU are advised to choose two of the following as science electives: Biology 202, Biology 212, either Computer Science 100 or Computer Science 140.

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ASSOCIATE OF SCIENCE DEGREE IN BIOLOGY

TWO - YEAR ASSOCIATE OF SCIENCE DEGREE AT CASTLEGAR CAMPUS

Program Objectives

For students interested in earning a Bachelor of Science degree in Biology, this Associate of Science degree provides two years of university transferable courses that fulfill most or all of the requirements to enter the third year of a Major or Honours program in Biology.

Admission Requirements

Admission to the Associate of Science degree in Biology program requires the completion of Biology 12, Chemistry 11, English 12, Physics 11 with a grade of "C" or higher, and Principles of Math 12 with a grade of "C+" or higher.

Program Requirements

In addition to fulfilling the requirements for a general Associate of Science degree, to earn an Associate of Science degree in Biology a student must complete at least 18 credits of biology courses at the 100 or 200 level, including at least six credits at the 100 level.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Course of Studies

The following is a suggested mix of courses to satisfy requirements for the Associate of Science degree in biology. Courses should always be chosen in consultation with a Selkirk College counsellor.

TERM 1

- ENGL 110-3: College Composition **or**
- ENGL 112-3: Introduction to Poetry and Drama
- BIOL 104-3: Biology I
- CHEM 110-3: Fundamentals of Chemistry **or**
- CHEM 122-3: General Chemistry I
- MATH 100-3: Calculus I
- PHYS 102-3: Basic Physics **or**
- PHYS 104-3: Fundamental Physics I

TERM 2

- ENGL 111-3: Introduction to Literature **or**
- ENGL 114-3: Introduction to Prose Fiction
- BIOL 106-3: Biology II
- CHEM 125-4: Foundations of Chemistry II
- MATH 101-3: Calculus II
- PHYS 103-3: Basic Physics II **or**
- PHYS 105-3: Fundamental Physics II

TERM 3

- BIOL 204-3: Cell Biology
- BIOL 2xx¹ (3 credits)
- CHEM 212-3: Organic Chemistry I
- 100 or 200 level Arts other than English (3 credits)
- Science elective² (3 credits)

TERM 4

- BIOL 206-3: Introductory Biochemistry
- BIOL 2xx¹ (3 credits)
- CHEM 213-3: Organic Chemistry II
- 100 or 200 level Arts elective other than English (3 credits)
- Science elective² (3 credits)

Students transferring to UVic are advised to take Biology 200 and Biology 202. Statistics 206 is recommended as a science elective.

Students transferring to SFU are advised to take Biology 200 and Biology 202. Biology 210 is recommended as a science elective.

Students transferring to UNBC are advised to choose from the following second-year courses: Biology 200, Biology 202, Biology 210, Biology 212. Geography 232 is an option for the science elective.

All second year Biology courses are suitable for students transferring to UBCO.

Students transferring to TRU are advised to choose from the following second-year courses: Biology 202, Biology 210, Biology 212, Biology 214. Computer Science 100 or Computer Science 132 are suitable options for the science elective.

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Footnotes

¹Choose from Biology 200 (Principles of Ecology), Biology 202 (Principles of Genetics), Biology 210 (Biology of Vascular Plants), Biology 212 (Microbiology), or Biology 214 (Vertebrate Morphology). Not all second-year biology courses are offered every semester.

²Students transferring to UBC are advised to choose from the following second-year courses: Biology 200, Biology 210, Biology 212, Biology 214, Chemistry 222.

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TWO-YEAR APPLIED SCIENCE (ENGINEERING) PROGRAM

TWO - YEAR ASSOCIATE OF SCIENCE DEGREE AT CASTLEGAR CAMPUS

Program Objectives

The enriched two-year Engineering (Applied Science) program provides students with the common core of courses required in the first year of Engineering degree programs at Simon Fraser University, the University of British Columbia and the University of Victoria. At the same time students gain a strong background in Mathematics and Physics, reducing their workload in the remaining three years of the degree.

Students have also transferred successfully into the engineering program at the University of Alberta, and transfer credit to other university engineering programs may be possible. Paid co-op options may be available.

Admission Requirements

Admission to the two-year Engineering (Applied Science) program requires the completion of Chemistry 11 (Chemistry 12 recommended), English 12, Physics 12 with a minimum grade of "C", and Principles of Math 12 with a grade of "C+" of higher. Students who lack the admission requirements may still gain admission to the program by taking a combination of university and upgrading courses during their first year. This mode of entry may extend the length of their program.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Course of Studies

Course requirements vary among the universities and university colleges. Students are advised to plan their program with a college counsellor to ensure that they choose the appropriate courses to transfer into their university degree program.

A transfer guide is available online at www.bctransferguide.ca. The following is a suggested course of studies for a student interested in transferring to UBC.

TERM 1

- APSC 120: Introduction to Engineering
- CHEM 110-3: Fundamentals of Chemistry;
or
- CHEM 122-3: General Chemistry I¹;
- ENGL 110-3: College Composition²
- MATH 100-3: Calculus I
- PHYS 104-3: Fundamental Physics I
- Elective⁴

TERM 2

- APSC 100-3: Engineering Graphic Communications;
- CHEM 125-4: Foundations of Chemistry II
- ENGL 111-3: Introduction to Literature
- MATH 101-3: Calculus II
- PHYS 105-3: Fundamental Physics II

TERM 3

- CPSC 100-3: Introduction to Programming I
- MATH 200-3: Multivariable Calculus
- MATH 221-3: Introductory Linear Algebra;
- PHYS 200-3: Principles of Mechanics
- PHYS 210-3: Relativity and Quanta

TERM 4

- CPSC 101-3: Introduction to Programming II
- MATH 215-3: Differential Equations
- PHYS 201-3: Applied Mechanics⁵;
- PHYS 202-3: Electricity and Magnetism; or other first or second year elective^{3,4};
- STAT 206-3: Statistics, or other first or second year elective⁴

¹Students who do not have Chemistry 12 take Chemistry 110.

²First year of a Bachelor of Science degree program normally requires two semesters of English.

³May be required for Electrical Engineering; strongly recommended for other areas.

⁴Complementary Studies Courses; electives in Humanities and Social Sciences required by UBC (6 credits) and University of Alberta (3 credits);

⁵Required by UBC and University of Alberta; recommended for other institutions

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ASSOCIATE OF ARTS IN PEACE STUDIES

TWO - YEAR ASSOCIATE OF ARTS DEGREE AT CASTLEGAR CAMPUS

Program Objectives

This degree combines course work in humanities, social sciences and sciences with a strong grounding in peace and environmental studies, and is part of the Mir Centre for Peace at Selkirk College. Students will complete an Associate of Arts degree, which allows them to transfer into the third year of Bachelor of Arts degree programs in British Columbia and elsewhere in Canada. The program incorporates a service learning component and/or directed academic research.

Also see the Liberal Arts Diploma in Peace Studies.

Admission Requirements

Admission to the program requires the completion of Biology 12, Chemistry 11, English 12 and Principles of Math 11 with a grade of "C" or better. Other prerequisites depend on the electives chosen to complete the program. Students who lack the admission requirements may still gain entry to the program by taking a combination of upgrading and university courses in their first year. This may extend the length of their program.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Course of Studies

Electives in terms three and four must be chosen such that the general requirements for an Associate of Arts degree are met. Consult with a college counsellor for more information.

TERM 1:

- BIOL 104: Biology I
- ENGL 110: College Composition
- ECON 106: Principles of Economics I
- GEOG 140: Introduction to Cultural Geography
- PEAC 100: Peace Studies I

TERM 2:

- BIOL 106: Biology II
- CPSC 140: Elements of Computing **or**
- MATH 180: Mathematics for Teachers
- ENGL 111: Introduction to Literature
- ECON 107: Principles of Economics II
- PEAC 101: Peace Studies II

TERM 3:

- BIOL 200: Principles of Ecology
- PEAC 200: Studies in Culture and Peace
- PEAC 201: Peace, Environment and Human Security
- 2 Arts electives chosen from the list of recommended peace studies courses below; one must be a Humanities course and one must be a second-year Arts course

TERM 4:

- PEAC 202: Leadership for Peace: The Individual and Social Transformation
- ECON 216: Environmental Economics
- Four Arts electives chosen from the list of recommended peace studies courses below; one must be a Humanities course and one must be a second-year Arts course.

See a list of suggested elective courses to be used in a Peace Studies program at:
http://selkirk.ca/programs/uas/twoyear/peace/utartspeace/peace_studies_electives.html

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LIBERAL ARTS DIPLOMA IN PEACE STUDIES

TWO - YEAR LIBERAL ARTS DIPLOMA AT CASTLEGAR CAMPUS

Program Objectives

The Liberal Arts Diploma in Peace Studies is made up of a combination of core peace studies courses and peace studies-related courses offered by other disciplines, and is part of the Mir Centre for Peace at Selkirk College. Students complete two years of university transferable course work in the liberal arts, with electives in each semester allowing the program to be tailored to suit individual interests. The program incorporates a service learning component and/or directed academic research.

Also see the Associate of Arts degree in Peace Studies.

Admission Requirements

Admission to the program requires the completion of English 12 with a grade of "C" or better. Other prerequisites depend on electives chosen to make up the program; consult with a college counsellor for more information.

Approximate Expenses

Total program expenses are comprised of both College fees and Program Specific Fees. For planning your stay at Selkirk College, it is advised that both of these be considered. These figures represent College fees only. For more information on program specific costs please contact the Program Contact or School Chair of the program.

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Course of Studies

In addition to the core peace studies courses, at least one elective in each semester must be chosen from the list of peace studies-related courses below. Students should note that some second-year elective courses have prerequisites and plan their curriculum accordingly.

NOTE: To ensure seamless university transfer, courses should always be chosen in consultation with a Selkirk College counsellor.

TERM 1:

- ECON 106: Principles of Economics I
- ENGL 110: College Composition
- PEAC 100: Peace Studies I
- 2 electives*

TERM 2:

- ECON 107: Principles of Economics II
- ENGL 111: Introduction to Literature
- PEAC 101: Peace Studies II
- 2 electives*

TERM 3:

- ANTH 205: Anthropology of Religion
- PEAC 200: Studies in Culture and Peace
- PEAC 201: Peace, Environment and Human Security
- Elective*

TERM 4:

- ANTH 201: Ethnic Relations
- PHIL 201: Contemporary Moral Problems II
- PEAC 202: Leadership for Peace: The Individual and Social Transformation
- 3 electives*

*See a list of suggested Peace Studies Electives at: http://selkirk.ca/programs/uas/twoyear/peace/utliberalpeace/peace_studies_electives.html

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UNIVERSITY ARTS AND SCIENCES COURSE DESCRIPTIONS

ANTH 100-3 INTRODUCTION TO BIOLOGICAL ANTHROPOLOGY I

An introduction to the major areas within the discipline: physical, cultural, social anthropology, linguistics, archaeology. Ethnography will be covered and students will have the option of conducting their own ethnographic fieldwork.

Prerequisites:

ENGL 12 or equivalent with a grade of "C" or better.

This course is available via Distance Education.

ANTH 101-3 INTRODUCTION TO ANTHROPOLOGY II

An introduction to comparative ethnography in western and non-western societies. Through the study of classical and contemporary ethnographic accounts, students will travel the world of different cultures both at home and abroad.

Prerequisites:

ENGL 12 or equivalent with a grade of "C" or better.

ANTH 110 INTRODUCTION TO BIOLOGICAL ANTHROPOLOGY

ANTH 110: Introduction to Biological Anthropology introduces the theories, methods and research in biological anthropology. Topics include the study of human and non-human primates, morphological variations, the human fossil record, trends and debates in human evolution, and biocultural adaptations.

Prerequisites:

English 12 or equivalent with a grade of "C" or better.

ANTH 201-3 ETHNIC RELATIONS

An introduction to the comparative study of "race" and ethnic relations from local to international contexts. The course explores social stratification according to race and ethnicity and looks at the motivations and consequences of such classifications and their relationships to other forms of stratification.

Prerequisites:

ANTH 100 or ANTH 101 recommended; ENGL 12 or equivalent with a grade of "C" or better.

This course is available via Distance Education.

ANTH 205-3 ANTHROPOLOGY OF RELIGION

An introduction to the comparative study of religious beliefs, practices and movements. Classic and contemporary approaches in the Anthropology of religion will be explored in ethnographic context, examining the similarities and variations in systems of religious belief.

Prerequisites:

ANTH 100 or ANTH 101 recommended; ENGL 12 or equivalent with a grade of "C" or better.

ANTH 210-3 INTRODUCTION TO ARCHAEOLOGY

Outlines the basic concepts and terms and short history of the discipline; field concepts and methods; survey, excavation, stratigraphy and other recording, artifact cataloguing and conservation; sampling and approaches to dating; seriation, behavioral patterning; classical, prehistoric and historical archaeology.

Prerequisites:

ANTH 100 or ANTH 110 strongly recommended; ANTH 101 recommended; ENGL 12 or equivalent with a grade of "C" or better.

APSC 100-3 ENGINEERING GRAPHIC COMMUNICATIONS

This course is an introduction to the principles of graphic communication used in the engineering field. In this course the following topics are covered: orthographic projections; isometric drawings; section and auxiliary views; dimensioning; descriptive geometry topics including intersections and vector analysis; applications vary from geology/mining to truss analysis. Forms of data presentation are discussed including American and International standards. AutoCAD is a software tool commonly used in the presentation of graphical information. Topics covered in the use of AutoCAD include but are not limited to: template drawings and file management; setting limits, units, layers and line types; scale factors; drawing and editing commands; creating text and styles; dimensioning and styles; plotting; solid modeling and design; block creation; model vs. paper space.

Prerequisites:

Admission to Engineering.

APSC 120-0 INTRODUCTION TO ENGINEERING

A course designed to introduce students to the Engineering profession. Information on the profession, the branches of Engineering, and the work conducted by practicing Engineers in the different disciplines is provided. The course includes field trips to various industries and guest lectures by practising Engineers.

Prerequisites:

Admission to Engineering.

ASTR 102-3 INTRODUCTION TO ASTRONOMY

Intended for students not majoring in science, Astronomy 102 is an overview of our present knowledge of the Universe, including the solar system, stars, supernovae, black holes, galaxies, quasars, gamma-ray bursters, dark matter, and cosmology. Some of the tools of astronomy, including telescopes and spectrometers, will also be studied. Laboratory sessions involving some indoor experiments and weather-dependent outdoor observations will be held on alternate weeks. The laboratory may satisfy the science lab requirement for Arts programs. This course may be given elective credit for a degree in Astronomy.

Prerequisites:

English 12 with a grade of "C" or better.

BIOL 050 INTRODUCTION TO BIOLOGY I

This course is an appropriate introduction to biology for students lacking high school prerequisites who wish to enter a course or program requiring Grade 11 biology, or who simply want to refresh their knowledge of the subject. Biology 50 provides a basic introduction to the characteristics of living things; biologically important principles of chemistry and physics, cell structure in plants and animals, bioenergetics, diversity, ecology, and evolution.

Prerequisites:

ENGL 10.

Corequisites:

ENGL 051.

BIOL 051 INTRODUCTION TO BIOLOGY II

This course provides an introduction to human anatomy and physiology. Topics covered include mitosis and asexual reproduction, meiosis and sexual reproduction, genetics, circulation, respiration, excretion, bones and muscles, nerves, endocrinology and immunity. A fundamental understanding of homeostatic mechanisms is stressed. The instructor may choose to include selected topics on the structure and function of plants as part of the course. The course is appropriate for students requiring an equivalent to Grade 12 biology.

Prerequisites:

BIOL 050, BIOL 11, or equivalent, or permission of the School Chair.

BIOL 104-3 BIOLOGY I

A course designed for those students who require first year biology in their program of study or who

wish to go on to further study in biology. The course includes cell biology, biochemistry, and an examination of the processes of life in the plant and animal body. A strong emphasis is placed on the development of critical thinking skills through problem solving, research design, and laboratory analyses.

Prerequisites:

BIOL 12 or equivalent and CHEM 11 or equivalent. Students lacking the stated prerequisites may enrol in the course with written permission of the School Chair; however, they should be aware that they will be required to do additional work. This course is available via Distance Education.

BIOL 106-3 BIOLOGY II

Along with BIOL 104 (Biology I), this course provides an overview of the study of living things. Biology 106 presents topics in population, community and ecosystem ecology, and classical and molecular genetics. Evolution provides a unifying theme for the course. A strong emphasis is placed on the development of critical thinking skills through problem solving, case studies and laboratory investigation.

Prerequisites:

BIOL 104 with a grade of “C” or better or permission of Instructor and School Chair. This course is available via Distance Education

BIOL 164-3 HUMAN ANATOMY AND PHYSIOLOGY I

This course provides an integrative approach to the normal structure and function of the human body. Repair and replication, structural support, nervous integration, movement and metabolism are examined at the cellular, tissue and system levels. Recent scientific discoveries are presented as a means of relating the systems studied to various applied disciplines including health care and Kinesiology.

Prerequisites:

BIOL 12, CHEM 11, and one of BIOL 11, CHEM 12, or PHYS 12 (BIOL 11 recommended) with a grade of “C” or better.

BIOL 165-3 HUMAN ANATOMY AND PHYSIOLOGY II

A continuation of Biology 164, this course covers the cardiovascular, respiratory, lymphatic, urinary and digestive systems. Endocrinology is discussed throughout as a means of integrating the various systems to the function of the body as a whole. The focus remains on application of knowledge gained in this course.

Prerequisites:

BIOL 164 with a “C” or better or written permission of the School Chair.

BIOL 200-3 PRINCIPLES OF ECOLOGY

Ecology is the study of the distribution and abundance of organisms, and the interactions that determine distribution and abundance. This course provides an introduction to the major principles of ecology. Ecological concepts are discussed as they apply to individuals, populations, communities, and ecosystems. Basic statistical methods for ecology are used to analyse data gathered in field and laboratory experiments.

Prerequisites:

BIOL 104 and 106 each with a grade of “C” or better, or written permission of the School Chair.

BIOL 202-3 PRINCIPLES OF GENETICS

This course provides the student with a knowledge of classical and reverse genetics. Topics covered include Mendelian inheritance, chromosome theory of heredity, sex determination, mutation, the structure and function of genes, molecular genetics, and the genetic structure of populations. Experimental techniques used in molecular genetics are also introduced.

Prerequisites:

BIOL 104 and 106 with a grade of “C” or better, or written permission of the Instructor and School Chair.

BIOL 204-3 CELL BIOLOGY

This course provides the student with a thorough knowledge of cell structure and function. Topics covered include biomolecules, membranes, organelles, cell movement, cell signaling, gene regulation, and transcription and translation. Experimental techniques used in modern cellular and molecular biology are also introduced.

Prerequisites:

BIOL 104 and 106 with a grade of “C” or better, or written permission of the Instructor and School Chair.

BIOL 206-3 INTRODUCTORY BIOCHEMISTRY

This course provides an introduction to biochemistry including protein structure and function, and representative catabolic and anabolic pathways. Topics covered include water, enzyme kinetics and enzyme structure and function. Experimental techniques used in biochemistry and molecular biology are also introduced.

Prerequisites:

Biology 104 and 106 with a grade of “C” or better, or written permission of the Instructor and School Chair.
NOTE: Students are advised to take CHEM 212 as a prerequisite and CHEM 213 concurrently with BIOL 206.

BIOL 210-3 BIOLOGY OF VASCULAR PLANTS

BIOL 210: Biology of Vascular Plants provides a study of vascular plants emphasizing anatomy, evolution of structure, taxonomy, and ecology. Topics include cell and tissue types, growth and development, basic physiology and comparative studies of the divisions of vascular plants. A final case study of timberline plants draws the different subject areas together for a practical review. Lab work involves working with live samples and prepared slides of important plant tissues, learning how to identify shrubs in winter, carrying out a greenhouse experiment, and participating in a field trip.

Prerequisites:

Biology 104 and 106 with a grade of “C” or better.

BIOL 212-3 MICROBIOLOGY

This course is a survey of the microbial world, with discussions of the medical and ecological significance of key organisms. The biology of micro-organisms (including bacteria and viruses) is a key focal point, but there will also be discussions of immunology and pathology. The laboratory component will build basic skills necessary to perform and interpret research in the fields of medical microbiology, industrial microbiology, environmental microbiology, immunology and virology. A basic knowledge of biology will be presumed, including basic cell biology, ecology, physiology, biochemistry and metabolism.

Prerequisites:

Biology 104 and 106 (or another six credits of 100-level biology) with a grade of “C” or better, or permission from the instructor.

BIOL 214 VERTEBRATE MORPHOLOGY

This course provides experience in the functional and evolutionary analysis of vertebrate structure. The course is required or recommended in most degree programs in animal biology, zoology, conservation biology, environmental biology, ecology, physiology, and health sciences. The term vertebrate morphology refers to the structure of back-boned animals (fish, amphibians, reptiles, birds, and mammals). The Biology 214 curriculum emphasizes the development of communication, problem-solving, self-directed learning, information retrieval, and critical thinking skills. The course includes laboratory, seminar, investigative, report-based, and problem-based learning exercises.

Prerequisites:

Biology 104 and 106 with a grade of “C” or better.

BIOL 220-3 INVESTIGATIONS IN BIOLOGY

A field or laboratory project course taught cooperatively by department faculty and some community agencies. Data collection, report writing, seminar presentation, and lab analytical procedures will be taught as required to carry out an approved project. For university second year unassigned credit.

Prerequisites:

BIOL 104 and 106, and prior completion of at least one second year Biology course and a grade point average of 2.5 or better.

CHEM 050 BASIC PRINCIPLES OF CHEMISTRY

This introductory course is designed to be equivalent to Chemistry 11 at the high-school level. Chemistry is introduced as an experimental science. Chemical symbols, nomenclature and the quantitative aspects of chemical reactions are emphasized. The fundamentals of classical atomic and molecular structure are presented. The field of organic chemistry is briefly introduced. The laboratory experiments provide opportunities to work with standard labware and apparatus, to observe a variety of chemical reactions and to carry out some quantitative measurements.

Prerequisites:

MATH 049; MATH 050 should be taken concurrently.

CHEM 110-3 FUNDAMENTALS OF CHEMISTRY

This introductory general chemistry course leads into science or engineering programs for students who have taken Chemistry 11 (or equivalent) or who need improvement to their chemistry background. It provides an extensive review of the fundamentals of chemical nomenclature, reactions and stoichiometry involving solids, gases and solutions. Current theories of atomic and molecular structure are introduced. The lab portion of this course is the same as CHEM 122.

Prerequisites:

CHEM 11 or CHEM 050, and Principles of MATH 11 or Math 050. Principles of Math 12 or Math 051 is recommended. Each course must have a grade of "C" or better.

CHEM 122-3 GENERAL CHEMISTRY I

This introductory general chemistry course leads into science or engineering programs for students who have a solid chemistry background, including Chemistry 12 or equivalent. After a short review of fundamental chemistry, classical and quantum mechanical concepts are used to discuss atomic and molecular structure. The lab work stresses scientific observations and measurements using chemical syntheses and quantitative analyses.

Prerequisites:

CHEM 12 or CHEM 110, and Principles of MATH 11 or Math 050. Principles of Math 12 or Math 051 is recommended. Each course must have a grade of "C" or better.

CHEM 125-4 FOUNDATIONS OF CHEMISTRY II

This general chemistry course is the continuation of either Chemistry 110 or Chemistry 122. Chemistry 125: Foundations of Chemistry II begins with an investigation of intermolecular forces in liquids and solids, followed by the colligative properties of solutions. Next, it presents the principles of equilibria applied to pure substances and aqueous solutions of acids, bases and salts. The laws of thermodynamics applied to chemical substances are introduced. The field of organic chemistry is surveyed; topics include the physical and chemical properties of alkanes and alkenes, stereochemistry, and addition, substitution, and elimination reactions. The laboratory work involves the measurement of physical and chemical properties as well as chemical syntheses.

Prerequisites:

CHEM 110 or CHEM 122 with a grade of "C" or better, or permission of the Instructor and School Chair.

CHEM 212-3 ORGANIC CHEMISTRY I

This introductory organic chemistry course begins with an investigation of the correlation between structure and acidity (basicity). Next, the organic chemistry introduced in CHEM 125 (alkanes, stereochemistry, nucleophilic substitution and elimination reactions of alkyl halides) is reviewed briefly. The chemistry of alkenes and alkynes is also examined. The course concludes with an exploration of spectroscopic methods (IR, ¹H and ¹³C NMR, MS, and UV) as tools in organic structure determination. The laboratory work for this course provides practical experiences with separation/purification techniques, molecular synthesis, and qualitative analytical methods applied to organic compounds.

Prerequisites:

CHEM 125 with a grade of "C" or better, or written permission of the Instructor and School Chair.

CHEM 213-3 ORGANIC CHEMISTRY II

This organic chemistry course is a continuation of CHEM 212. The survey of organic families is continued with a study of aromatic compounds,

alcohols, ethers, aldehydes and ketones, as well as carboxylic acids and carboxylic acid derivatives. The chemistry of a variety of compounds of biological interest is also discussed. The laboratory work involves synthesis and organic structure determination.

Prerequisites:

CHEM 212 with a grade of "C" or better.

CHEM 220-3 INTRODUCTORY INORGANIC CHEMISTRY

In this introductory inorganic chemistry course the elemental and molecular properties of matter are examined using modern concepts of atomic structure and bonding. Coordination chemistry is presented in detail through nomenclature, structure and bonding theories, physical and chemical properties, preparations and reactions for typical compounds. The laboratory work combines qualitative, quantitative and spectrophotometric analyses with the synthesis of a coordination compound.

Prerequisites:

CHEM 125 and Math 101 each with a grade of "C" or better.

CHEM 222-3 INTRODUCTORY PHYSICAL CHEMISTRY

In this introductory physical chemistry course the basic concepts of chemical thermodynamics and equilibria are presented. The properties of solutions, electrochemical reactions, acidic and basic systems are examined. The principles of reaction kinetics are introduced. In the laboratory, some quantitative properties of physicochemical systems are measured.

Prerequisites:

CHEM 125 and MATH 101 each with a grade of "C" or better, or written permission of the Instructor and School Chair.

CPSC 100-3 INTRODUCTION TO PROGRAMMING I

An introductory object-oriented (OO) programming course with emphasis on basic programming constructs, algorithms, program design, and good programming practices. This course will introduce a high-level language to illustrate programming basics. Students will develop and test small OO programs which loop, make decisions, access arrays, define classes, instantiate objects, and invoke methods.

Prerequisites:

MATH 12 or 051 or Math 130 each with a grade of "C" or better.

CPSC 101-3 INTRODUCTION TO PROGRAMMING II

This course is a continuation of CPSC 100 with emphasis on more advanced programming techniques and design, development and test of large applications. Students will write programs which make use of library functions to display graphical user interfaces, manage collections of data, access files and databases, and interact with other programs.

Prerequisites:

CPSC 100 with a grade of "C" or better.

CPSC 140-3 ELEMENTS OF COMPUTING

This survey course, intended for non-specialists, provides a general introduction to computer concepts and terminology, and current and future use of computers. Common software applications and elementary programming concepts will be introduced. Course delivery is mixed mode: lectures will be delivered online, while labs will take place face-to-face in the computer labs. This course does not serve as a prerequisite for further computing science courses.

Prerequisites:

ENGL 12 or equivalent with a grade of "C" or better or written permission of the Instructor and School Chair.

CPSC 200-3 COMPUTER ARCHITECTURE AND PROGRAM DESIGN

This course introduces computer architecture, internal data representation, digital logic, machine instructions, addressing concepts, memory management and an assembler language.

Prerequisites:

CPSC 101 with a grade of "C" or better.

CWRT 100-3 STUDIES IN WRITING I

Students seeking an Associate of Arts degree in English (Writing Studies) must take CWRT 100. The course focuses the writer's efforts on the value of compression and the reduction of ideas to their purest forms. An in-depth exploration of imagery, metaphor and word choice through the study of poetry will prepare students to produce original compositions in any genre. Students will be expected to submit original writing for workshop in at least two of the four genres - poetry, fiction, non-fiction, or drama. The craft of writing essays and criticism on theory and form will be introduced.

Prerequisites:

A "C" or better in ENGL 12 or LPI level 4. NOTE: CWRT 100 and 101 do not exempt students from the regular first year English requirements, i.e. English 110/111 or 112/114.

CWRT 101-3 STUDIES IN WRITING II

Students seeking an Associate of Arts degree in English (Writing Studies) must take CWRT 100/101. CWRT 101 focuses the writer's efforts on crafting story. An in-depth exploration of scene development, characterization, setting, point-of-view, and the leading ideas in stories will prepare students to produce original compositions in any genre other than poetry. Students will be expected to submit original writing for workshop in at least two of the three genres being discussed. Writing essays and criticism on theory and form will continue.

Prerequisites:

A "C" or better in ENGL 12 or LPI level 4.

NOTE: CWRT 100 and 101 do not exempt students from the regular first year English requirements, i.e. English 110/111 or English 112/114.

CWRT 200-3 STUDIES IN WRITING III

The emphasis of CWRT 200: Studies in Writing III will be on portfolio development and preparation of manuscripts for publication. Students will submit for workshop their own imaginative writing in any of the four genres" poetry, drama, fiction, and non-fiction. In addition, students will engage in a practice of response, analysis, and critique of published and peer written work. Lectures will mirror the assigned readings and serve to initiate theoretical round table discussions on Image, Voice, Character, Setting, and Story. In the second half of the semester students will be required to explore in more depth each of the four genres. Students will be expected to submit at least one of their compositions for publication to an appropriate literary quarterly, magazine, newspaper or theatre workshop.

Prerequisites:

Two semesters of first-year university English or Writing with a grade of C or better, or permission of instructor.

CWRT 201-3 STUDIES IN WRITING IV

A continuation of CWRT 200: Studies in Writing III. While portfolio development and manuscript preparation are continually emphasized, students will be required to produce their own chapbook in one or two of the four genres, write and submit grant proposals, and read their work aloud. Students will be expected to submit at least one of their compositions for publication to an appropriate literary quarterly, magazine, newspaper, or theatre workshop. Students will be required to participate in a year end Student Reading of original work. Writing reviews, essays and criticism on theory and form of contemporary literature will continue.

Prerequisites:

A "B" or better in CWRT 200, or permission of the instructor.

CWRT 210-3 ECOPOETICS

Ecopoetics will explore the writer's relationship to nature and the environment. We will seek to understand the role of the writer and the moral agency required to build a just and sustainable community. Coupled with an intellectual enquiry into environmental literature and criticism, writers will examine more closely non-fiction, fiction, and poetic forms that express an intimate attention to landscape and nature.

Prerequisites:

Studies in Writing 100/101 with a grade of "B+" or better or written permission of the Instructor and the School Chair.

ECON 106-3 PRINCIPLES OF ECONOMICS

Topics covered include: national income accounts, national income determination model, monetary system, monetary and fiscal policy, problems with the Macro System, inflation, unemployment, etc.; international trade - balance of payments, exchange rates, capital flows.

Prerequisites:

ENGL 12 or equivalent with a grade of "C" or better.

Equivalents:

(together with ECON 107): CGA - Economics 1, CASB - Economics; CMA - Economics.

ECON 107-3 PRINCIPLES OF ECONOMICS

Usually taken following Economics 106. Topics covered include: supply and demand - price supports, the agricultural problem, value theory, theory of the firm - competition, pollution, industrial organization - monopoly, public utilities, advertising, income distribution B labour unions, productivity.

Prerequisites:

ENGL 12 or equivalent with a grade of "C" or better.

Equivalents:(together with ECON 106): CGA - Economics 1, CASB - Economics; CMA - Economics.

ECON 210-3 MONEY AND BANKING

Banking theory and practice in a Canadian context; the supply of money; the demand for

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money; the conduct of monetary policy by the Bank of Canada; financial markets and the cost and allocation of credit.

Prerequisites:

ECON 106 (formerly 200) and ECON 107 (formerly 201) with a grade of “C” or better or written permission of the School Chair.

ECON 216-3 ENVIRONMENTAL ECONOMICS

Economic analysis of environmental problems (water and air pollution, etc.). Tools developed in Economic Principles will be applied to pollution control issues. Market and non-market regulation of environmental problems will be explored.

Prerequisites:

ECON 106 (formerly 200) and ECON 107 (formerly 201) with a grade of “C” or better or written permission of the School Chair. These prerequisites are not required for students registered in the Integrated Environmental Planning program.

ENGL 051 INTRODUCTORY COMPOSITION

This course is designed to prepare students for college level writing in academic or technical programs. The course concentrates on writing paragraphs and essays and the study of literature. (4,0)(4,0)

Prerequisites:

ENGL 11 or equivalent, or computer-based TOEFL score of 180, or sufficient CPT score.

ENGL 110-3 COLLEGE COMPOSITION

Students needing a year of Introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities.

English 110: College Composition is designed to enable the student to produce clear, coherent and fully developed essays. The course covers academic writing styles, rhetorical modes, editing techniques and research practices.

Prerequisites:

A “C” or better in ENGL 12 or equivalent or LPI level 4.
This course is available via Distance Education.

ENGL 111-3 INTRODUCTION TO LITERATURE

Students needing a year of introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. English 111 is a one-semester introduction to literary genres through the study of drama, poetry, the short story, and the novel. The course will give students the opportunity to read, discuss, and write about texts in the different genres.

Prerequisites:

ENGL 110 with a grade of “C” or better.
This course is available via Distance Education.

ENGL 112-3 INTRODUCTION TO POETRY AND DRAMA

Students needing a year of introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. In English 112, readings focus on central poetic texts in the English tradition, literature around the world, and classic dramatic texts. Readings may range from Greek tragedy to Shakespeare; from international poetry in translation to modernist drama from England, Canada, and the United States. Students will have the opportunity to reflect on both literary and cultural issues in ways relevant to their own lives, and will gain formal skills in writing interpretive and research essays.

Prerequisites:

English 12 with a grade of “B” or higher, or LPI level 5, or written permission of the School Chair.

ENGL 114-3 INTRODUCTION TO PROSE FICTION

Students needing a year of introductory English may choose to take English 110/111 or English 112/114. English 112/114 focuses on reading and interpretation of literature, and is an attractive alternative to English 110/111 for students wishing to continue in the study of Arts or Humanities. English 114 is an introduction to the interpretation of prose fiction with emphasis on writing of critical essays. Special attention will be given to organization, argument, evidence, and style. Students will have the opportunity to respond to literary works through analysis, comparison/contrast, and research.

Prerequisites:

ENGL 112 with a grade of “B” or higher, or written permission of the School Chair.

ENGL 200-3 A SURVEY OF ENGLISH LITERATURE I

Studies from Chaucer to Milton.

Prerequisites:

A “C” or better in ENGL 110/111 or ENGL 112/114.
This course is available via Distance Education.

ENGL 201-3 A SURVEY OF ENGLISH LITERATURE II

A survey of the major English writers from the Seventeenth to the Nineteenth Century.

Prerequisites:

A “C” or better in ENGL 200 or written permission of the School Chair.
This course is available via Distance Education.
ENGL 202-3 CANADIAN LITERATURE I
100 years of Canadian prose and poetry, 1850-1950.

Prerequisites:

A “C” or better in ENGL 110/111 or ENGL 112/114 or written permission of the School Chair.

ENGL 203-3 CANADIAN LITERATURE II

Contemporary poetry, prose and drama.

Prerequisites:

A “C” or better in ENGL 110/111 or ENGL 112/114 or written permission of the Instructor and School Chair.

ENGL 204-3 CHILDREN'S LITERATURE I

A survey of folk tales, literary fairy tales, modern works in fantasy, and nursery rhymes. The course will provide the student with a background in children's literature and the ability to evaluate such literature critically.

Prerequisites:

A “C” or better in ENGL 110/111 or ENGL 112/114 or equivalent.

ENGL 205-3 CHILDREN'S LITERATURE II

An analysis of historical and contemporary genres.

Prerequisites:

A “C” or better in ENGL 110/111 or ENGL 112/114 or equivalent.

ENGL 212-3 STUDIES IN LITERATURE I

A course intended for students desiring an Arts option in English. Selections from Commonwealth and American literature and/or source material of this literature will form the basis of study. Further information is available from the department.

Prerequisites:

A “C” or better in ENGL 110/111 or ENGL

112/114 or equivalent.

ENGL 213-3 STUDIES IN LITERATURE II

As a continuation of English 212, this course examines a variety of literary works from Commonwealth and American literature of the contemporary period. Further information is available from the department.

Prerequisites:

A "C" or better in ENGL 110/111 or ENGL 112/114 or equivalent or written permission of the School Chair.

FREN 102-3 BEGINNER'S FRENCH I

This course is intended for beginners with little or no knowledge of French. In this introduction to French the communicative approach and a study of French grammar enable students to acquire basic listening, speaking, reading and writing skills in French.

This course is available via Distance Education.

FREN 103-3 BEGINNER'S FRENCH II

As a continuation of French 102, this course extends the beginning student's ability to communicate in spoken and written French.

Prerequisites:

A "C" or better in FREN 102 or equivalent or written permission of the Instructor and School Chair.

This course is available via Distance Education

FREN 112-3 FIRST-YEAR FRENCH I

In this course, the communicative approach and an integrated study of grammar gives intermediate level students the opportunity to enhance their listening, speaking, reading and writing skills in French.

Prerequisites:

A "C" or better in FREN 11 or FREN 102/103 or equivalent or written permission of the Instructor and School Chair.

This course is available via Distance Education.

FREN 113-3 FIRST-YEAR FRENCH II

As a continuation of French 112, this course further develops the student's listening, speaking, reading, and writing skills in French.

Prerequisites:

A "C" or better in FREN 112 or equivalent or written permission of the Instructor and School Chair.

This course is available via Distance Education.

FREN 122-3 CONTEMPORARY FRENCH

LANGUAGE AND LITERATURE I

This course uses the communicative approach and a thorough review of grammar to enable students to enrich their listening, speaking, reading and writing skills in French. Students will also examine and discuss a series of readings in order to develop their understanding of Francophone culture.

Prerequisites:

A "C" or better in FREN 112/113 or French 12.

FREN 123-3 CONTEMPORARY FRENCH LANGUAGE AND LITERATURE II

As a continuation of French 122, this course gives students the opportunity to further enrich and perfect their spoken and written French. As well, students will continue their study of Francophone culture.

Prerequisites:

A "C" or better in FREN 122 or equivalent or written permission of the Instructor and School Chair.

GEOG 130-3 INTRODUCTION TO PHYSICAL GEOGRAPHY

Weather and climate, soils and vegetation, development of slopes and fluvial landforms with particular reference to western North America.

Prerequisites:

Principles of MATH 11 or equivalent with a grade of "C" or better.

GEOG 136-3 THE GEOGRAPHY OF BRITISH COLUMBIA

The application of basic geographical concepts and techniques to a study of British Columbia. The course includes a mandatory weekend field trip.

Prerequisites:

ENGL 12 with a grade of "C" or better or written permission from the Instructor and School Chair.

GEOG 140-3 INTRODUCTION TO CULTURAL GEOGRAPHY

Geography 140: Introduction to Cultural Geography studies the relationships between culture, space, place, and environment. A wide variety of cultures, their landscapes, and the changes they are undergoing will be examined through a geographic lens.

Prerequisites:

ENGL 12 with a grade of "C" or better or written permission of the Instructor and School Chair.

GEOG 230-3 ECONOMIC GEOGRAPHY

The location and distribution of primary, secondary, and tertiary economic activities and the way in which they interact over space. Resource development and the problems of regional economic disparities.

Prerequisites:

Three semester credits of 100-level geography courses with a grade of "C" or better, or the written permission of the Instructor and School Chair.

GEOG 232-3 GEOMORPHOLOGY

A laboratory and project-oriented course dealing with the development of landforms, with particular emphasis on local features.

Prerequisites:

GEOG 130 or GEOL 132 or RRS 164 with a grade of "C" or better, or written permission of the Instructor and School Chair.

GEOG 240-3 REGIONAL GEOGRAPHY OF CANADA

Consideration of regional concepts through a detailed study of the geography of Canada.

Prerequisites:

Three semester credits of 100-level geography courses, GEOG 230 with a grade of "C" or better, or written permission of the Instructor and School Chair.

GEOG 254-3 MAP AND AIR PHOTO USE AND APPLICATION

Map and Air Photo Use emphasizes the practical application of maps and air photos in natural resource management. Students will become familiar with: types of maps and air photos; indexing systems; using maps and air photos in the field; map and air photo reading and measuring techniques; obtaining data for mapping; basic photo interpretation; satellite image interpretation; and stratification of data. The course includes eight hours of lab time which will be scheduled at a later date, and may include evenings and/or weekends.

Prerequisites:

Three semester credits of 100-level geography.

GEOL 132-3 INTRODUCTION TO PHYSICAL GEOLOGY

A study of the processes and principles of rock formation, diastrophism, erosion, landforms, and mineral deposits.

Prerequisites:

English 12 with a grade of "C" or better.

GEOL 142-3 INTRODUCTION TO HISTORICAL GEOLOGY

An introduction to the study of earth history and the development of life, with particular reference to North America.

Prerequisites:

GEOL 132 with a grade of “C” or better.

HIST 104-3 CANADA BEFORE CONFEDERATION

A survey of Canadian history from the pre-contact societies of the First Nations to the creation of Canadian Federation in 1867. European expansion and settlement in northern North America, relations between Europeans and First Nations, and the development of the colonial societies that formed Canada are examined. Emphasis is placed on fostering student interest in history by examining the historical experiences of a diversity of Canadians.

Prerequisites:

ENGL 12 or equivalent with a grade of “C” or better or written permission of the Instructor and School Chair.

This course is available via Distance Education.

HIST 105-3 CONTEMPORARY CANADA

A survey of modern Canada from confederation to the end of the second millennium. The post-1867 consolidation of a transcontinental Canada, the marginalization of aboriginal peoples, and the rapid transformation of Canadian society by immigration, industrialization, urbanization, the two world wars, and the Great Depression are examined. The effects of broad economic and social change on party politics, relations between French and English Canada, and the attitudes, values, and living and working patterns of Canadians are also explored. Emphasis is placed on fostering student interest in history by examining the historical experiences of a diversity of Canadians.

Prerequisites:

ENGL 12 or equivalent with a grade of “C” or better or written permission of the Instructor and School Chair.

This course is available via Distance Education.

HIST 106-3 WESTERN CIVILIZATION I

The course introduces students to some of the major themes in the history of Western Society from the Neolithic to the early modern European worlds. Human experience and relations in ancient Mesopotamia, Egypt, and Greece, the expansion of the Hellenistic empire of Alexander the Great, the rise of the Roman Empire, the making of early European society, and the origins and spread of the Renaissance and Reformation are examined. By the conclusion of the course, students will be able to view the development of “the West” from an historical perspective.

Prerequisites:

ENGL 12 or equivalent with a grade of “C” or better or written permission of the Instructor and School Chair.

HIST 107-3 WESTERN CIVILIZATION II

The course introduces students to major themes and problems in Western society from the rise of absolutism in the early 18th century to the aftermath of World War Two. As part of this, students will gain an understanding of the origins and impact of the French and Industrial revolutions, the rise of the nation state in the 19th century, and the origins and effects of World War One including the Russian Revolution, the Great Depression, and the rise of authoritarian regimes in the 1930s. By the conclusion of the course, students will be able to view World War Two from an historical perspective.

Prerequisites:

ENGL 12 or equivalent with a grade of “C” or written permission of the Instructor and School Chair.

HIST 203-3 HISTORY OF BRITISH COLUMBIA

The course is designed to introduce students to the history of British Columbia from the pre-contact societies of the native peoples to the present. Relations between Europeans and First Nations, the development of the European resource and settlement frontiers, and the eventual transformation of British Columbia’s society and economy as a result of industrialization, immigration, and urbanization are examined within a broader Canadian and North American context. Emphasis is placed on fostering student interest in the history of British Columbia by examining the historical experiences of a diversity of peoples.

Prerequisites:

ENGL 12 with a grade of “C” or better or written permission of the Instructor and School Chair. NOTE: Students in West Kootenay and British Columbia history courses have access to the “MINTO ROOM” archives. This collection of books, records, private papers, photos and maps aid in research, particularly of the Kootenay region.

HIST 210-3 A HISTORY OF THE FIRST NATIONS OF CANADA

The course examines the history of the First Nations of Canada from the pre-contact period to the present. The changes and continuities within the societies and economies of the First Nations as a result of European contact, trade, warfare, and settlement are examined within a broader hemispheric context. The course gives particular emphasis to the historical roots of contemporary First nations’ issues in Canada and the contribu-

tions that aboriginal people have made to the development of Canada and to their own distinct societies.

Prerequisites:

ENGL 12 or equivalent with a grade of “C” or better or written permission of the Instructor and School Chair.

This course is available via Distance Education.

HIST 215-3 A HISTORY OF THE WEST KOOTENAY

The course is designed to introduce students to the history of the West Kootenay from the pre-contact societies of the native peoples to the present. Relations between Europeans and First Nations, the development of the resource and agricultural frontiers, work and settlement patterns, and 20th and 21st century social and economic change are also examined within the broader Canadian and North American context. Emphasis is placed on fostering student interest in the history of the West Kootenay by examining the historical experiences of a diversity of people who have lived in the region.

Prerequisites:

ENGL 12 with a grade of “C” or better or written permission of the Instructor and School Chair. NOTE: Students in West Kootenay and British Columbia history courses have access to the “MINTO ROOM” archives. This collection of books, records, private papers, photos and maps aid in research, particularly of the Kootenay region.

HIST 220-3 LATIN AMERICA: PRE-1821

History 220 surveys the Spanish and Portuguese Empires America from their 15th century beginnings in the conquest of aboriginal empires and peoples to their break-up in the early 19th century by independence movements of Creoles. Major themes examined include the pre-contact native societies and empires, the establishment and administration of Spanish and Portuguese overseas empires, the economies and societies of the colonies, the impact and influence of the Church, European power struggles for control of Latin America, and the origins and emergence of American independence movements.

Prerequisites:

ENGL 12 with a grade of “C” or better or written permission of the Instructor and School Chair.

HIST 221-3 LATIN AMERICA: POST-1821

A survey of Latin American history from independence to the present. Major themes examined include post-colonial efforts to develop and modernize new nation-states, the development and impact of neocolonialism, the rise, impact and responses to both nationalist and

revolutionary movements in the 20th century, and the impact of the United States foreign policy on Latin America and its peoples.

Prerequisites:

ENGL 12 with a grade of “C” or better or written permission of the Instructor and School Chair.

MATH 100-3 CALCULUS I

A course designed to provide students with the background in calculus needed for further studies. This course includes: a review of functions and graphs; limits; the derivative of algebraic, trigonometric, exponential and logarithmic functions; applications of the derivative including related rates, maxima, minima, velocity and acceleration; the definite integral; an introduction to elementary differential equations; and, applications of integration including velocity, acceleration, areas, and growth and decay problems. This course utilizes a graphing calculator as a tool to assist students in the analysis of functions, their derivatives and integrals.

Prerequisites:

Principles of MATH 12 or equivalent with a grade of “C” or better. As of September 2009 Principles of MATH 12 or equivalent with a grade of “C+” or better will be required.

MATH 101-3 CALCULUS II

This course is a sequel to MATH 100 for those students who wish to major in mathematics, sciences or applied sciences. The course includes: antidifferentiation and integration; the definite integral; areas and volumes; transcendental functions; techniques of integration; parametric equations; polar coordinates; indeterminate forms, improper integrals and Taylor’s formula; and infinite series. This course utilizes a graphing calculator and a tool to assist students in the analysis of functions, its derivatives or integrals.

Prerequisites:

MATH 100 or equivalent with a grade of “C” or better.

MATH 112-3 PRECALCULUS

This course is intended for students wishing to take university calculus but needing preparation in addition to Grade 12 mathematics or the equivalent university preparatory or adult basic education course. Topics include algebra, functions and graphing, polynomials and rational functions, exponentials and logarithmic functions, trigonometric functions, analytic geometry and an introduction to limits and difference quotients.

Prerequisites:

Principles of Math 12 or equivalent.

MATH 180-3 MATHEMATIC FOR TEACHERS

Mathematics for Teachers, introduces future elementary school teachers and others to the mathematical content and principles of British Columbia elementary school curriculum. In the process of taking a theoretical and historical, in-depth look at the curriculum, students will be encouraged to develop comfort and confidence with mathematics as well as the ability to communicate mathematically and solve mathematical problems.

Prerequisites:

A “C” or better in Math 11 or the equivalent or written permission of the Instructor and School Chair.

MATH 181-3 PROBLEM SOLVING IN FOUNDATIONAL MATHEMATICS

Problem Solving in Foundational Mathematics introduces students to more in depth problem solving on a smaller number of topics including probability, combinatorics and statistics, modular arithmetic, geometry, sequences and series, fractals, coding and other topics of interest. Students will solve problems in class in smaller groups and out of class individually. Students will develop problem solving ability as well as oral and written presentation skills. While intended for all non-science majors, this course is designed to be especially useful for students who want to prepare to teach math at the elementary school level.

Prerequisites:

A “B” or better in MATH 11, or a “C” or better in MATH 12, or a “C” or better in MATH 180, or written permission of the Instructor and School Chair.

MATH 140-3 CALCULUS I FOR SOCIAL SCIENCES

An introductory course in calculus designed to provide students majoring in business, the life sciences or the social sciences with the necessary mathematical background for further study in these areas. The course includes functions, limits, the derivative and its application, anti-differentiation and the indefinite integral, elementary differential equations and some applications.

Prerequisites:

Principles of MATH 12 or MATH 051 or equivalent with a grade of “C” or better.

MATH 200-3 MULTIVARIABLE CALCULUS

This course is the sequel to Math 101. It is intended for students in science, mathematics and/or engineering. Topics include: three-dimensional vectors and the geometry of 3-D space; vector functions and the calculus of vector functions

including applications to velocity, acceleration, normal and tangential vectors; functions of several variables; partial differentiation and applications; multiple integration and applications, cylindrical and spherical coordinates; and an introduction to vector analysis.

Prerequisites:

MATH 101 with a grade of “C” or better.

MATH 215-3 DIFFERENTIAL EQUATIONS

Math 215: Differential Equations is a first course in ordinary differential equations for mathematics majors, engineering students and science majors. Various methods of solving first and second order differential equations are studied along with related applications. The method of Laplace Transforms is explored as are numerical methods such as the Euler methods and the Runge-Kutta method. Phase space is introduced as a tool to discuss non-linear systems and their stability. Additional topics including power series methods may be covered as time permits.

Prerequisites:

MATH 100 and 101 with a grade of “C” or better.

Corequisites:

MATH 200 with a grade of “C” or better.

MATH 221-3 INTRODUCTORY LINEAR ALGEBRA

Topics include systems of equations, row reduction, matrix inversion, rank, determinants, vector spaces and subspaces, linear independence and bases coordinate vectors, change of basis, linear mappings, eigenvectors, diagonalization. This course will use Maple software to support the mathematics laboratory and the learning and teaching process.

Prerequisites:

MATH 100 with a grade of “C” or better.

MATH 50 ALGEBRA AND TRIGONOMETRY I

This course is equivalent to Principles of Math 11. It is also useful for those wishing to upgrade mathematics skills for career program and trades training. The course includes: graphs, linear equations, functions, systems of equations, inequalities, polynomials and factoring, rational equations, exponents and radicals, quadratic equations, and trigonometry.

Prerequisites:

MATH 049 or sufficient Computerized Placement Test (CPT) score.

MATH 51 ALGEBRA AND TRIGONOMETRY II

This course is a continuation of Algebra and Trigonometry I and is an equivalent to Principles of Math 12. The course includes a review of basic algebra, functions, transformations, systems of equations, exponential and logarithmic functions, trigonometric functions, identities and equations, application of transcendental function, and arithmetic and geometric sequences and series. The course introduces counting and probability.

Prerequisites:

Principles of MATH 11, or MATH 50 or equivalent with a grade of C or better.

PEAC 100 PEACE STUDIES I

This interdisciplinary and values-based course is the first of two introductory core courses in Peace Studies. Readings will include United Nations documents, as well as essays and excerpts from the writings of philosophers, anthropologists, psychologists, and peace researchers. Students will thus gain familiarity with literature addressing a broad range of past and current theories and discourse related to peace and conflict. Through their own reflection and working collaboratively in groups, students will have the opportunity to move from theory to practice in one of the most challenging issues of humanity's collective experience: building cultures of peace.

Prerequisites:

English 12 with a grade of "C" or better.

PEAC 101-3 PEACE STUDIES II

This course is the second of two introductory core courses in Peace Studies at Selkirk College. This course will focus on traditional and non-traditional approaches to Conflict Resolution. Students will be introduced to general principles and key concepts in arbitration, negotiation, mediation and nonviolent resistance; as well as alternative dispute resolution methods, such as Nonviolent Communication, Peacemaking Circles, Conflict Transformation, and Conflict Free Conflict Resolution. Students will practice identifying, analyzing, role playing, mapping, and peacefully resolving or transforming conflicts that range from the interpersonal to the international.

Prerequisites:

English 12 with a grade of "C" or better. PEAC 100 recommended.

PEAC 200-3 STUDIES IN CULTURE AND PEACE

PEAC 200: Studies in Culture and Peace is an interdisciplinary exploration of the ways in which "community and world" are joined in facing the global, cultural, and political issues of our time. The course is made up of three modules, each

focusing on a different aspect of peace studies and each taught by a different instructor.

Module 1: Women and the Peace Movement

Instructor: Janet G. Mayr

This module will focus on the historical and contemporary contributions of Women to the Peace Movement.

Module 2: Seeking a Culture of Peace: The Road to Healing after Civil War

Instructor: Randy Janzen

This module examines the process of healing, reconciliation and justice following civil war. Theoretical perspectives will be applied to recent case studies such as Guatemala, Kosovo and Rwanda.

Module 3: Issues in Global Business, the Environment, and Peace

Instructor: Suzanne von der Porten

Note: Students may register for one, two or three modules. However, in order to earn university credit all three modules must be completed.

Prerequisites:

English 12 with a grade of "C" or better. PEAC 100/101 recommended.

PEAC 201-3 PEACE, ENVIRONMENT AND HUMAN SECURITY

PEAC 201: Peace, Environment and Human Security looks at global water issues, oil dependency, climate change and food security, and their relationship to conflict and peace.

Prerequisites:

Second year standing, or instructor permission.

PEAC 202-3 LEADERSHIP FOR PEACE: THE INDIVIDUAL AND SOCIAL TRANSFORMATION

Peace Studies 202 - Leadership for Peace: the Individual and Social Transformation - begins with the understanding that leadership for peace is, at its foundations, leadership for human rights and social justice; and with the further insight that social transformation is always joined with inner transformation, to the individual who "can change the world". Each semester Peace Studies 202 will focus on one or two leaders in peace - ranging from the political action of Ghandi or Nelson Mandela, to the ideas of Tolstoy or Martin Luther King, to the traditional cultural practices of indigenous peoples, or the human insights of spiritual leaders from diverse cultures. These

lives will be measured against issues of authority, power, legitimacy and the will to truth, reconciliation, compassion and healing.

Prerequisites:

English 12 or equivalent with a grade of "C" or better.

Successful completion of or concurrent study in Peace Studies 100/101 strongly recommended.

PHIL 100-3 INTRODUCTORY PHILOSOPHY I

In this course, we examine issues under the heading 'The World and Beyond'. We look at four areas of philosophy B metaphysics, religion, knowledge and truth. The main focus of the course is whether we can have knowledge of what lies beyond sense experience.

Prerequisites:

ENGL 12 with a "C" or better or Level 4 LPI or written permission of the Instructor and School Chair.

PHIL 101-3 INTRODUCTORY PHILOSOPHY II

This course focuses not on reality, but human reality. We explore issues such as self-identify and free will, and the relationship between mind and body. We also discuss ethical theory and metaethical issues such as relativism, subjectivism, and egoism. We then look at justice issues and end with an examination of taste in aesthetic judgements.

Prerequisites:

ENGL 12 or equivalent with a "C" or better, Level 4 LPI or written permission of the Instructor and School Chair.

PHIL 200-3 CONTEMPORARY MORAL PROBLEMS I

Explores contemporary moral problems in social ethics. We discuss societal problems such as sexual morality, censorship, racism and sexism, oppression, economic justice, drug legalization and addiction, and world hunger.

Prerequisites:

ENGL 12 or equivalent with a "C" or better, Level 4 LPI or written permission of the Instructor and School Chair.

Recommended:

ENGL 110 with a grade of "C" or better is recommended.

PHIL 201-3 CONTEMPORARY MORAL PROBLEMS II

Focuses on biomedical and environmental ethics. We discuss abortion and euthanasia both as legal and ethical issues. We then discuss legal ethics and the controversy around capital punishment. fi-

nally, we explore environmental issues, particularly animal rights and obligations towards nature.

Prerequisites:

ENGL 12 or equivalent with a “C” or better, Level 4 LPI or written permission of the Instructor and School Chair.

Recommended:

ENGL 110 with a grade of “C” or better is recommended.

PHIL 210-3 BIO-MEDICAL ETHICS

While this course is geared primarily to nursing students, it may be of interest to anyone concerned with medical ethics. We begin by exploring ethical theory and the process by which consensus can be reached in ethical disputes. In light of this theoretical background, we then examine a variety of issues related to medical ethics: provider responsibility and patient rights, human and animal experimentation, treatment of the mentally challenged, suicide and euthanasia, abortion, genetics and reproductive technology, and justice and health-care policy.

Prerequisites:

Standing in nursing program or ENGL 12 with a “C” or better or permission of the Instructor and School Chair.

Recommended:

ENGL 110 with a grade of “C” or better is recommended.

PHYS 050 BASIC PRINCIPLES OF PHYSICS

A college preparatory course. Topics include the study of motion, Newton’s laws, momentum, energy, properties of matter, heat, sound, light, and electricity. (3,2)(0,0)

Prerequisites:

MATH 050 or equivalent (May be taken concurrently).

PHYS 102-3 BASIC PHYSICS I

A non-calculus survey of mechanics, heat and vibrations. This course includes the topics of linear motion, projectile motion, Newton’s laws, energy, momentum, circular and rotational motion, thermal properties of matter, vibrations and sound.

Prerequisites:

Principles of MATH 12, or MATH 051, and PHYS 11 or equivalent with a grade of C or better. A student with PHYS 12 must enrol in PHYS 104.

PHYS 103-3 BASIC PHYSICS II

A non-calculus survey of optics, electricity, magnetism, and modern physics. This course includes the topics of light, geometrical and physical optics, electrostatics, circuits, electro-magnetism, atomic and nuclear physics.

Prerequisites:

PHYS 102 with a grade of “C” or better.

PHYS 104-3 FUNDAMENTAL PHYSICS I

A calculus-based survey of mechanics and thermodynamics. This course is designed for students interested in further study in Physical Science and Engineering.

Prerequisites:

PHYS 12 or equivalent with a grade of “C” or better.

Corequisites:

MATH 100: Calculus I.

PHYS 105-3 FUNDAMENTAL PHYSICS II

A calculus-based survey of waves, sound, optics, electricity and magnetism. This course is designed for students interested in further study in Physical Science and Engineering.

Prerequisites:

PHYS 104 and MATH 100 with a grade of “C” or better.

Corequisites:

MATH 101.

PHYS 200-3 PRINCIPLES OF MECHANICS

This physics (engineering) course is designed to further the student’s ability to apply Newton’s laws of motion to problems which involve the following concepts: coordinate systems; free body diagram; equivalent force systems; the statics of particles and rigid bodies; friction and force; particle mass and acceleration. Problem-solving is emphasized, where both analytic (vector) and graphic techniques are used to solve the assigned problems.

Prerequisites:

PHYS 105, MATH 101 or its equivalent with a grade of “C” or better, or admission to the Bridging Program in Engineering.

PHYS 201-3 APPLIED MECHANICS

A continuation of PHYS 200, the content of this course is based upon the dynamics of particles and rigid bodies. The purpose of this course is to develop the student’s understanding of the following physical concepts: both absolute and relative velocity and acceleration (kinematics);

relative motion; kinetics of both particles and rigid bodies; work, energy and potential energy; impulse (linear/angular) and momentum (linear/angular); conservation of energy and momentum.

Prerequisites:

PHYS 200 or equivalent with a grade of “C” or better.

PHYS 202-3 ELECTRICITY AND MAGNETISM

Fundamentals of electric and magnetic fields, motion of charged particles in electric and magnetic fields. Basic DC and AC circuit theory. Maxwell’s equations.

Prerequisites:

PHYS 105 or equivalent.

Corequisites:

MATH 200.

PHYS 210-3 RELATIVITY AND QUANTA

This course is concerned with topics in modern physics. It aims to promote fundamental understanding of physical concepts and theories of modern physics. Topics include the special theory of relativity, Lorentz transformations, dynamics and conservation laws, quantum physics, the experimental evidence for quantization, basic concepts in quantum mechanics and their application to simple systems of atoms and nuclei.

Prerequisites:

MATH 101, and PHYS 105 or PHYS 103.

PSYC 100-3 INTRODUCTORY PSYCHOLOGY I

An introduction to the methods, theory and practice of psychology as a science. Among others, topics will include motivation and emotion, learning and memory, biological foundations, sensation and perception. Other topics are added at the discretion of the individual instructor. Class demonstrations and activities are used to illustrate concepts. Teaching methods and resources in the course vary with the instructor.

Prerequisites:

ENGL 12 or equivalent with a grade of “C” or better.

This course is available via Distance Education.

PSYC 101-3 INTRODUCTORY PSYCHOLOGY II

Topics include thinking and other cognitive processes, development of the individual, personality, behaviour disorders, health and social psychology. Other topics are added at the discretion of the instructor. Class demonstrations and activities are used to illustrate concepts.

Prerequisites:

PSYC 100 with a grade of “C” or better or written permission of the Instructor and School Chair. This course is available via Distance Education.

PSYC 200-3 BIOLOGICAL PSYCHOLOGY

This course is for students who intend to major in psychology. Emphasis is placed on biological processes underlying sensation, perception, learning and motivation.

Prerequisites:

PSYC 100/101 or written permission of the Instructor and School Chair.

PSYC 202-3 RESEARCH METHODS

This course introduces prospective Psychology majors to the major methodological principles which guide research in Psychology. The primary focus is on experimental design, but students will be exposed to some elementary descriptive statistics. Topics include critical thinking and scientific reasoning, principles of measurement, types of variables, validity and reliability, and research ethics. Weekly labs offer hands-on applications of basic concepts to the design of research.

Prerequisites:

PSYC 100/101 or written permission of the Instructor and School Chair.

PSYC 230-3 EMOTIONAL AND SOCIAL DISORDERS

Psychology 230 is the first of two courses which study psychological disorders. In this course we will first study the major personality theories as they apply to abnormal psychology. This is followed by an introduction to the Diagnostic and Statistical Manual classification system [DSM], and research and legal issues. The course then begins its examination of emotional and social disorders including: anxiety disorders; somatoform disorders; dissociative disorders; personality disorders; and, psychological factors that affect physical health.

Prerequisites:

PSYC 100 and 101 or written permission of Instructor and School Chair. This course is available via Distance Education.

PSYC 231-3 PSYCHOTIC AND ORGANIC DISORDERS

Psychology 231 is the second of two courses which study psychological disorders. In this course we will examine psychotic, pervasive and other major psychological disorders. We will consider the causes, prognoses and treatments of such disorders as: affective disorders; the schizophrenias; developmental disorders; eating disorders; substance-abuse disorders; and sexual disorders.

Prerequisites:

PSYC 230 or written permission of the Instructor and School Chair. This course is available via Distance Education.

PSYC 240-3 CHILD DEVELOPMENT

An introduction to normal child development, this course explores selected aspects of the physical, cognitive, emotional, and moral development of children from birth to adolescence; and examines the major theories of child development.

Prerequisites:

PSYC 100/101 or equivalent or written permission of the Instructor and School Chair. This course is available via Distance Education.

PSYC 241-3 ADULT DEVELOPMENT

An introduction to normal adult development, this course examines critical issues and theories of adolescence, and early, middle and late adulthood.

Prerequisites:

PSYC 100/101 or equivalent or written permission of the Instructor and School Chair. This course is available via Distance Education.

SOC 120-3 INTRODUCTORY SOCIOLOGY I

This course is an introduction to the discipline. The sociological perspective is examined, along with the associated concepts and methods. Attention is directed to major areas such as culture, socialization, stratification and deviance. Students have an opportunity to research topics of interest.

Prerequisites:

ENGL 12 or equivalent with a grade of “C” or better.

SOC 121-3 INTRODUCTORY SOCIOLOGY II

This course examines the social life as it occurs in families, formal organizations, religion, political movements and other social systems. Student research projects are part of the course.

Prerequisites:

SOC 120 or written permission of the Instructor and School Chair.

SOC 200-3 DEVIANCE AND SOCIAL CONTROL

The processes by which some behaviour comes to be identified as deviant and the social means of control of such behaviour through the criminal justice system are examined analytically. This course transfers as a first year criminology course to institutions offering criminology degrees.

Prerequisites:

ENGL 12 or equivalent with a grade of “C” or better or written permission of the School Chair.

SOC 205-3 INTRODUCTION TO SOCIAL RESEARCH

Sociology 205: Introduction to Social Research introduces students to research methods in the social sciences. Students will be introduced to the major procedures for carrying out systematic investigation of the social world. The course will encourage students to critically evaluate the methods, strategies and data that are used by social scientists and provide training in analysis of a range of qualitative and quantitative data.

Prerequisites:

Second year standing. This course is available via Distance Education.

SOC 215-3 CANADIAN SOCIAL STRUCTURE

A macro level analysis of factors such as (but not limited to) ethnicity, region, gender and class as a basis for understanding contemporary Canadian society.

Prerequisites:

ENGL 12 or equivalent with a grade of “C” or better or written permission of the School Chair.

SPAN 102-3 BEGINNER’S SPANISH I

This Spanish course for beginners encourages students to develop their communication skills in various situations. Students learn how to give information about themselves, how to inquire about the meaning or the pronunciation of a word, and how to start a conversation. This course is available via Distance Education.

SPAN 103-3 BEGINNER’S SPANISH II

Pursuing the objective of Spanish 102, this course allows the learner to improve various skills such as sharing information, telling stories, and talking about events, while taking into account the social context of the conversation. At this level, the past tense will be an additional grammar topic.

Prerequisites:

SPAN 102. This course is available via Distance Education.

SPAN 112-3 FIRST YEAR SPANISH I

Spanish 112 (online) is a self-paced course that encourages students to improve their communicative proficiency through listening, speaking, reading and writing about current topics.

Prerequisites:

SPAN 102/103 or permission of instructor. This course is available via Distance Education.

SPAN 113-3 FIRST YEAR SPANISH II

Spanish 113 is the sequel to the Spanish 112

online course. Spanish 113 is a self-paced course as well that encourages students to improve their communicative proficiency through, listening, speaking, reading and writing about current topics.

Prerequisites:

SPAN 112 or equivalent or permission of instructor.

This course is available via Distance Education.

STAT 105-3 INTRODUCTION TO STATISTICS

This course is intended for social, environmental and business students and others who would benefit from a one-term statistics course. Topics include estimation of means and hypothesis testing. Applications are explored.

Prerequisites:

Principles of MATH 11 or Applications of MATH 11 or equivalent, with a grade of “C+” or better.

This course is available via Distance Education.

STAT 206-3 STATISTICS

This course provides an introduction to statistical methods intended for students of Engineering or the Sciences. Descriptive statistics, probability and inferential statistics are covered at a level appropriate for students with some calculus background. The students will learn to calculate confidence intervals and perform hypothesis testing for experiments involving one and two samples. Linear regression and correlation may be introduced if time permits.

Prerequisites:

Math 100 or Math 140 or an equivalent calculus course that introduces integral calculus.

Equivalents:

CASB - Statistics; CGA - Quantitative Methods I;

CMA - Quantitative Methods.

WS 100-3 WOMEN’S STUDIES I

Women’s Studies 100 is an interdisciplinary course designed to introduce students to the study of women in global cultures as portrayed through literature and sociological studies. Topics to be covered include the women’s movement, sexuality, “herstory”, gender roles, philosophy and law.

Prerequisites:

A grade of “C” or better in English 12.

WS 101-3 WOMEN’S STUDIES II

A continuation of Women’s Studies 100, WS 101 is an interdisciplinary course designed to expand on the study of women in global cultures as portrayed through literature and sociological studies; however, students do not need WS 100 as a

prerequisite. Topics to be covered include women and religion, violence, health and reproductive technologies, and inequality in paid and unpaid labour.

Prerequisites:

A grade of “C” or better in English 12.

Program Contacts

Contacts

Caroline Soukoroff, Program Contact

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WEST KOOTENAY TEACHER EDUCATION

TWELVE-MONTHS AT CASTLEGAR CAMPUS

UBC's West Kootenay Teacher Education at Selkirk College

Selkirk College offers an opportunity for qualified candidates to acquire a Bachelor of Education (Elementary or Secondary) through the University of British Columbia West Kootenay Teacher Education program. This program prepares teachers for their responsibilities in British Columbia schools. The Faculty is committed to preparing teachers who will be knowledgeable, skillful, flexible and compassionate in their professional practice and who are guided by a sense of social and ethical responsibility.

Successful completion of the program leads to the Bachelor of Education degree and also to recommendation for initial teacher certification by the BC College of Teachers. Graduates of this program are initially qualified to apply for certification to teach in the Province of British Columbia. However, they may also apply for certification in other provinces and in other countries.

General Admission Requirements

Candidates interested in the 12-month program must possess a four-year degree, from an accredited university with the appropriate prerequisites. The degree must be a 4-year bachelor of Arts or Science degree (120 credits) or acceptable equivalent from an accredited university, majoring in arts, fine arts, science, music, human kinetics or equivalent.

Consult the UBC link for a more specific breakdown of admission requirements.

For complete program details and an online application, visit UBC's Faculty of Education website at <http://www.educ.ubc.ca>.

The application deadline is March 15 for August entry.

Program Courses

Refer to: <http://www.evduc.ubc.ca>

ACADEMIC ELECTIVE

An optional course in a program, selected from transferable courses. See Elective.

ACADEMIC PROGRAM

A program of study specified by Selkirk College that allows a student to earn the appropriate credits to transfer into a degree program at a provincial university or university college.

ACADEMIC YEAR

Period of time normally from early September to late April; two consecutive semesters.

ADMISSION

The process of applying to and providing the necessary documentation for Selkirk College programs. Upon completion of the application process a prospective student will be advised as to their status. Fully qualified: meets all program admission requirements. Partially qualified: meets some but not all program admission requirements.

ADULT BASIC EDUCATION

Upgrading current education to a maximum of Grade 12 academic completion.

ADVANCED PLACEMENT

A student entering a course in a specific program of study may be permitted to by-pass one or more prerequisite courses. However, the student will not receive credit for having completed the by-passed course(s).

APPRENTICESHIP

Is work-based experience combined with post-secondary technical training. Selkirk College follows the British Columbia Industry Training Authority's guidelines for apprenticeship programs.

ARTICULATED

Synonym for transferable. See Transferable.

ASSOCIATE DEGREE

A provincially standardized formal credential that acknowledges successful completion of a prescribed two-year university program in Arts or Science.

AUDIT

Attending classes in a credit course without participating, completing assignments, writing examinations, or receiving credit. Not all courses may be audited; permission to audit must be given by the instructor.

CALENDAR

Selkirk College's publication, issued annually, which outlines admission requirements, grading,

academic regulations, course offerings, programs, and other information pertinent to education at the College.

CAREER PROGRAM

A prescribed sequence of courses leading to a certificate or diploma.

CERTIFICATE

A credential issued upon successful completion of a program of study. Certificate programs normally require up to one academic year of study.

CO-OPERATIVE EDUCATION (CO-OP ED)

Is the formal integration of (classroom) study semesters with paid work semesters in the student's career field.

COURSE

A series of weekly lectures, and/or labs, studios, or seminars offered by Selkirk College. Each course is assigned a title, a number, and a specific number of credits.

COURSE CHALLENGE

See Prior Learning Assessment.

COURSE CREDIT

Is normally the value assigned to a course in relation to the program graduation requirements leading to a certificate or diploma.

CREDIT HOURS

see SEMESTER HOURS.

DEGREE

An academic credential awarded by a post-secondary educational institution to a student who has successfully completed a program of study normally of four or five years duration.

DEGREE PROGRAM

A program of study specified by a post-secondary educational institution that allows a student to earn a degree.

DEVELOPMENTAL EDUCATION

The term applied to the series of upgrading courses and programs available at the College. These include Adult Basic Education, Adult Secondary Completion, Adult Special Education, and College Preparatory.

DIPLOMA

A credential issued to a student who has successfully completed a program that is normally not less than two academic years of full-time study.

DISCIPLINE

A subject of study within a department or school.

DISTANCE EDUCATION

A term commonly applied to forms of study that may involve correspondence materials, computer assisted learning, complete on-line delivery of a course, or combinations of these learning approaches. Also referred to as Distributed Learning, Home Study, and On-Line Learning.

ELECTIVE

An optional course which may be taken as part of a program of study. Some programs allow one or more electives each term. Electives are chosen by the student, rather than imposed by the program. Choice of electives may be limited by restrictions on transferability, subject, or credit.

ENGLISH AS A SECOND LANGUAGE (EASL)

Conversational, reading and writing language skills for those who are learning English.

FACULTY

The teaching staff is commonly known as faculty.

GRADE POINT

Numerical value given to an alphabetical letter grade used to compute an average measure of performance.

HOME STUDY

See Distance Education.

IA

Instructional assistant.

LAB

A portion of time in a course devoted to exploratory, experimental, or practical activities. For example, science courses have a lab component.

MATURE APPLICANT

An individual who is at least 19 years of age and has been out of the school system for at least one year on or before the first day of classes of the program to which application is made. A mature applicant shall normally meet the specified program or course requirements.

ORIENTATION

A series of activities to acquaint students with Selkirk College facilities, programs, services, and personnel.

PRACTICUM

Part of a course consisting of practical work in a relevant field.

PRECEPTORSHIP

An on-site clinical mentoring relationship with a qualified practicing health care worker.

GLOSSARY

PREREQUISITE

A preliminary requirement which must be met before a student may register in a particular course.

PRIOR LEARNING ASSESSMENT

A process whereby students may receive college credit for work experience or for any type of formal educational activity for which credit or a credential was received.

PROBATION

Students who do not maintain adequate standards in a course or program may be placed on probation during a semester.

PROGRAM

A specific series of required courses and electives which lead to a certificate or diploma.

REGISTRATION

The process of enrolling (“signing up”) to take a specific selection of courses in any given term. Admission and registration are sometimes confused. Admission is the process of applying for and being accepted into a Selkirk College program. Once a student is admitted, registration is the next step – course selection, formal enrolment, and fee payment. A short period of time is set aside before each term for registration.

SELKIRK COLLEGE REGION

The area formed by school districts #8 (Kootenay Lake), #10 (Upper Lakes), #20 (Kootenay Columbia), #51 (Boundary).

SEMESTER

A period of study lasting about four months. Official opening and closing dates for the Fall and Winter semesters at Selkirk College are given in the college calendar.

SEMESTER HOURS

A means of designating credit for a college course. The number of semester hours for any course is shown in the course description of the calendar for each course immediately following the course number e.g. Physics 104-3. This does not necessarily mean that the student will be in class for three hours per week, although this may be true for some courses. Often more than three hours are required in lectures and lab/seminars.

SEMINAR

A portion of time in a course devoted to small group projects and discussions.

TERM

A period of time in the academic year, e.g. a semester.

TRANSCRIPT

An official record of all courses taken with credits and grades shown. A transcript for each college student is maintained by the Admissions and Records office.

TRANSFER CREDIT

A process where students who have attended another post-secondary institution may apply for transfer credit for courses completed there. Transfer credit may be used to provide evidence of program requirements, prerequisites for College courses, or to count as electives toward a certificate or diploma. Information regarding Selkirk College application procedures is available from the Registrar’s office. To obtain information on transferability within the province of BC, check out www.bccat.ca

TRANSFERABLE

A word describing a college course which is normally accepted for credit towards a degree.

TRANSITIONAL TRAINING

Life and work skills training toward independent living and employment for special needs adults.

UNIVERSITY TRANSFER COURSE

A college course that can be used to transfer credit to fulfill a university degree program requirement. See the BC Transfer Guide at www.bctransferguide.ca.

DEANS

Rhys Andrews, Dean of Instruction, Castlegar, BSF(UBC), MA (Royal Roads), RPF

Neil Coburn, Dean of Instruction, Castlegar, B.Math, MMath, PhD (U of Waterloo) BEd (U of Western Ontario)

Gerry Gauthier, Dean, Student Development/Registrar, Castlegar, BA (Notre Dame U), MA (U of C), MA (Gonzaga)

Violet Kalesnikoff, Dean of Community, Corporate, and International development, Trail ID (UBC), MEd (SFU)

Kate Tognotti, Instructional Dean Nelson, BEd, Masters of Religious Education.

SCHOOL OF ADULT BASIC EDUCATION AND TRANSITIONAL TRAINING

Adult Basic Education

Allison Alder, Instructor at Nakusp, BSc (UVic), ID (BC)

Ron Greavison, Instructor at Castlegar

Trish Harrison, Social Learning Program, BGS (SFU), TQ (BC)

Paul Idle, Instructor at Grand Forks, A. & Sc. Dipl. (Selkirk), BSc (UVic), MSc (Laurentian)

Barbara Jankola, Instructor at Trail, BSc (UBC), BEd (UBC)

Jim Leitch, TT Instructor at Castlegar, BA (SFU), BEd (UBC)

Christy Luke, TT Instructor at Grand Forks, BA (U. of Durham), TQ (BC)

Sandy MacKelir, Instructor at Grand Forks, BA (U of A), ID (BC)

Devorah MacLean, Instructor at Nelson (Silver King), BA (UVic)

Ian McAlpine, Instructor at Trail, BSc (UVic), MA (Gonzaga)

Brad McVittie, Instructor at Castlegar

Eric Moon, Instructional Assistant at Kaslo, Drafting Cert (Selkirk), Music Dipl (Selkirk), ID (BC)

Marilyn Roberts, Instructor at Kaslo, ID (BC)

Deb Scheidel, ABE, Student Success and TT instructor at Nelson (Silver King), BSW (U of Regina), Life Skills Coach (U of Saskatchewan)

Ken Soroka, Instructor at Grand Forks, BA (SFU), ID (BC)

Gabriele Spaulding, Instructor at Trail

Wendy Tagami, Instructor at Nelson (Silver King), BEd (NDU), TQ (BC)

Adult Special Education

The following staff are associated with this program:

Allison Alder, Instructor at Nakusp, BSc (UVic), ID (BC)

Ray Brock, TT Instructor at Nelson (Silver King), BEd (UL), TQ (BC, U of Alberta)

Rosemary Enefer, Instructional Assistant, Food Service Program at Trail, ID (BC)

Cindy Gustafson, Instructor at Nelson, BSc (UVic), TQ (BC)

Trish Harrison, Social Learning Program, BGS (SFU), TQ (BC)

Paul Idle, Instructor at Grand Forks, A. & Sc. Dipl. (Selkirk), BSc (UVic), MSc (Laurentian)

Barbara Jankola, Instructor at Trail, BSc (UBC), BEd (UBC)

Jim Leitch, TT Instructor at Castlegar, BA (SFU), BEd (UBC)

Christy Luke, TT Instructor at Grand Forks, BA (U. of Durham), TQ (BC)

Geoff Tellier, Instructor in Food Service Worker Program at Trail, ID (BC)

SCHOOL OF BUSINESS AND AVIATION

Aviation

Henri P Bureaud, School Chair, ATPL

Wayne Chernoff, Faculty Assistant, Physics; Simulator Technician, ASCT, Diploma of Electronic Engineering Technologist (Selkirk), Physics

Andrew Hastie, Aviation Instructor, B.Sc (U of Calgary), Diploma Aviation (Mt. Royal), ATPL

Bonnie Horswill, Accounting Clerk

Laurel Ives, Aviation Instructor

Enio Nicolau, Aviation Instructor, Diploma Aviation (Selkirk), ATPL, First Officer (Air Canada)

Ray Preston, Chief Flight Instructor, B.Sc (Waterloo), M.Ed (SFU), ATPL

Al Ricard, Director of Maintenance

Chris Thring, Aviation Instructor

Business Administration

Henri P Bureaud, School Chair, ATPL

Michael Konkin, Instructor, Diploma (Selkirk College), B.A.S. (BCOU), MBA (Laurentian University), CGA, CHRP Candidate

Fiona Matthews, Instructor, MBA (U of

Alberta), BSc (U of Alberta)

Tiffany Snauwaert, Instructor / Program Contact, CA, BBA(BCOU)

Rita Williams, Instructor, BA (Indiana U), MSc (San Jose State U)

Office Management

Fiona Matthews, Instructor/Program Contact, MBA (U of Alberta), BSc (U of Alberta)

International Business

Henri P Bureaud, School Chair, ATPL

Tiffany Snauwaert, Instructor / Program Contact, CA, BBA(BCOU)

Cara Weston, Department Head, BEd (UBC), MA (Columbia U)

SCHOOL OF DIGITAL MEDIA AND MUSIC

Independant Film

Daryl Jolly, Instructor, Program Contact, BA (UVic)

Jason Taylor, School Chair, Diploma Structural Architecture of Drafting (BCIT), Diploma Computer Graphics and Animation (Vancouver Film School)

Music and Technology, Contemporary

Susan Hill, Music Secretary

Cheryl Hodge, Instructor, BMus (Berklee), Vocals

Paul Landsberg, Instructor, BMus (Berklee), MFA (Cal Arts) Guitar

Don Macdonald, Program Coordinator

Darren Mahe, Instructor, BMus, BEd (UBC)

Glen Mitchell, Instructor, Diploma of Music (Grant MacEwan)

Gilles Parenteau, Instructor, BMus (CEGEP Bourchemin), Keyboards, Synthesizer

Steven Parish, Instructor, Studio Co-ordinator, BMus (Berklee), Percussion/MIDI

Mark Spielman, Instructor, Contemporary Music and Technology; BMus (Miami), Bass

Digital Arts and New Media

Charla Beaulieu, Web Design and Development Instructor, BSc in Honours Chemistry (UBC) BEd (UBC)

Daryl Jolly, Instructor, Program Contact, BA (UVic)

Kerry Pagdin, Instructor, Diploma Fine Arts (O.U.C.), BFA (UVic)

Jason Taylor, School Chair, Diploma Structural Architecture of Drafting (BCIT), Diploma Computer Graphics and Animation (Vancouver Film School)

SCHOOL OF HEALTH AND HUMAN SERVICES

Advanced Medical Transcription

Christette Cromarty, RMT, Instructor, Office Administration (Selkirk), Advanced Medical Transcription Certificate AMT (Selkirk College). Train the Trainer Certificate (VCC), Provincial Instructor Diploma (VCC); RMT (Registered Medical Transcriptionist) through ADHI (formerly AAMT).

Esther Storvold, Instructor, Provincial Instructor Diploma (VCC)

Gerontology

Gail Potter, Nursing Instructor, RN, BScN (U of Alberta), Masters of Divinity (Christian Theological Seminary) MN in progress (UVic)

Nursing

Kathy Apostoliuk, Instructor, LPN, BSN (UBC), Masters in Progress

Franca Berdusco, Nursing Instructor and Faculty Assistant, RN, BScN, MN in progress (UNBC)

Sue Burr, Instructor, RN, BSc, MHSc (in progress)

Tammie Clarke, Instructor, RN Diploma (Selkirk), BN, and PIDP with a MA (Royal Roads University) in progress

Ruth DuBois, Nursing Instructor, RN, BSN (U

of Alberta), MA (Gonzaga), Nursing
Judith Fearing, Nursing Instructor, RN (Langara), BScN (UBC)

Linda Gomez, Nursing Instructor, RN, BSN (UBC), MScN(UBC), Nursing

Patrice Gordon, Nursing Instructor, RN, BSN (Open University)

Sue Hackett, Nursing Instructor, RN, Dip in Psychiatric Nursing, BScN (UVic), MN (Athabasca)

Lorill Harding, Nursing Instructor, RN, BSN (UVic), MA (San Diego State), Nursing

Randy Janzen, Instructor, RN, RN, BA (U of Manitoba), MSc (UBC)

Tammy McCluskey, Nursing Instructor, RN, BSN (BCIT), MN (UNBC in progress)

Mary-Ann Morris, Instructor, RN, BScN, MScN

Beverly Onischak, Nursing Instructor, RN, BSN (UBC), Nursing

Teresa Petrick, Nursing Instructor, RN, BScN, MN (U of Alberta), Nursing

Gail Potter, Nursing Instructor, RN, BScN (U of Alberta), Masters of Divinity (Christian Theological Seminary) MN in progress (UVic)

Rhonda Schmitz, School Chair, BA, MA: Child and Youth Care (UVic), SSW

Shannon Shah, Nursing Instructor, RN, BSN, (U of Lethbridge), MSN (U of Phoenix), PhD (Nova Southeastern University), Nursing

Rob Tanner, Nursing Instructor, RN, BSN (UVic)

Joanne van der Ham, Nursing Instructor, RN, BSN (UBC)

Pharmacy Technician

Terry Walker, Coordinator/Instructor, RN, Pharmacy Technician Certificate (Red Deer College), R Ph T

Cheryl Morassut, Instructor, Pharmacy Technician Diploma

Classroom Community and Support Workers

Rosalyn Grady, Instructor - Presently on Leave, Honours BA (U.of Waterloo), MA (Holy Names College), PHD (Naropa/University of Creation Spirituality), CCSW

Jane Green, Instructor, BA (Washington State), MEd (University of Idaho)

Pam Mosby, Admissions Officer

Early Childhood Care and Education

Taya Whitehead, Instructor

Child and Youth Care Diploma

Kay Armstrong, Instructor, BA (Simon Fraser), MA (UVic), SSW, HSER

Pam Mosby, Admissions Officer

Rhonda Schmitz, School Chair, BA, MA: Child and Youth Care (UVic), SSW

Deb Wandler, Instructor, SSW Certificate (Selkirk), BSW (UVic), MSW(Dalhousie), SSW, HSER

Social Service Worker Diploma

Kay Armstrong, Instructor, BA (Simon Fraser), MA (UVic), SSW, HSER

Rhonda Schmitz, School Chair, BA, MA: Child and Youth Care (UVic), SSW

Deb Wandler, Instructor, SSW Certificate (Selkirk), BSW (UVic), MSW(Dalhousie), SSW, HSER

Social Service Worker

Kay Armstrong, Instructor, BA (Simon Fraser), MA (UVic), SSW, HSER

Pam Mosby, Admissions Officer

Rhonda Schmitz, School Chair, BA, MA: Child and Youth Care (UVic), SSW

Deb Wandler, Instructor, SSW Certificate (Selkirk), BSW (UVic), MSW(Dalhousie), SSW, HSER

SCHOOL OF HOSPITALITY AND TOURISM

Cook Training, Professional

Randall Davis, Instructor, Journeyman Cook
Ron Matthews, Program Contact, Journeyman Cook
Simon Parr, Instructor, COOK II, Journeyman Cook

Golf Club Operations Online Certificate

Nelson Online Admissions
Wayne Schweitzer, Program Coordinator, AAT
 (Society of Management Accountants)

Resort and Hotel Management

Lorna Marshall, Instructor, MBA Univ. of Guelph, Diploma (Honors) Applied Arts (Algonquin)
Harry Pringle, Program Contact, MBA University of Guelph, Diploma Hotel and Restaurant Management, SIAST

Ski Resort Operations and Management

Bob Dodge, Instructor, Diploma Ski Resort Operations and Management (Selkirk), Diploma BAdmin (BCIT)
Peter Wood, Instructor, BA (Hamilton College)

SCHOOL OF INDUSTRY AND TRADES TRAINING

BC Electrical Code

Jim Paterson, Instructor, IP Journeyperson Electrician, Class A FSR, 4th Class Power Engineer, ID, CIS Diploma
Bill Winegarden, Instructor, BCTQ: IP Journeyperson Electrician, Diploma Electronics Technician (COTR)

Carpentry Apprentice

Barry Martin, Instructor, Journeyperson Carpenter, Journeyperson Joiner, TQ, CC, MCS, LIOB (METC)
Craig McCallum, Instructor, Journeyperson Carpenter

Carpentry Entry

Barry Martin, Instructor, Journeyperson Carpenter, Journeyperson Joiner, TQ, CC, MCS, LIOB (METC)
Craig McCallum, Instructor, Journeyperson Carpenter

Electrical Apprentice

Tom Babott, Instructor, BPE (U of Calgary); BCTQ; IP Journeyperson Electrician
Bruce McMaster, Instructor, IP Journeyperson Electrician, HVAC Technician, 4th Class Power Engineer, ID (VCC)
Jim Paterson, Instructor, IP Journeyperson Electrician, Class A FSR, 4th Class Power Engineer, ID, CIS Diploma
Bill Winegarden, Instructor, BCTQ: IP Journeyperson Electrician, Diploma Electronics Technician (COTR)

Electrical Apprentice

Tom Babott, Instructor, BPE (U of Calgary); BCTQ; IP Journeyperson Electrician

Dave Briggeman, Instructor, BCTQ; IP Journeyperson Electrician
Bruce McMaster, Instructor, IP Journeyperson Electrician, HVAC Technician, 4th Class Power Engineer, ID (VCC)
Kevin Olesen, Electrical Instructor, BCTQ: IP Journeyperson Electrician
Bill Winegarden, Instructor, BCTQ: IP Journeyperson Electrician, Diploma Electronics Technician (COTR)

Esthetics

Cathy Watt, Instructor, Professional Makeup Artist, Nail Technician, Esthetician

Fine Woodworking

David Fraser, Instructional Assistant/Relief Instructor, Journeyperson Carpenter, Journeyperson Joiner
Michael Grace, Instructor, IP Journeyperson Joiner, ID, Diploma Furniture Design (Sheridan)

General Mechanics

Dave Griffin, Instructor, Automotive Journeyperson Interprovincial Certificate
Andy Gullen, Instructor, IP Journeyperson, Heavy-Duty Mechanic, Commercial Transport and Automotive Service Technician, ID (VCC)

Hairdressing

Luree Gould, IA/Relief instructor, Hairdressing Certificate (Selkirk), TQ, VCC ID
Bonnie Piderman, Instructor, ID, Hairdressing Certificate (Molar), TQ

Millwright Apprentice

Ross White, Instructor, IP Journeyperson Millwright

Millwright/Machinist

Bert Peters, Instructor, Journeyperson Machinist, ID (VCC)

Ross White, Instructor, IP Journeyperson Millwright

Refrigeration Plant Operator

Nelson Online Admissions

Bruce McMaster, Instructor, IP Journeyperson Electrician, HVAC Technician, 4th Class Power Engineer, ID (VCC)

Skilled Trades Exploratory Program (STEP) for Women

Dave Griffen, Instructor, IP Journeyperson

Welding

Colin A. Makeiv, Program Contact/Instructor, ID (VCC), Journeyperson Welder, CWB Inspector

Rob Schwarzer, Instructor, ID (VCC), Journeyperson Welder, Ironworker, CWB Inspector

School of Renewable Resources

Forest Technology

Carol Andrews, Instructor, BA (UBC) BSF (UBC), RPF Silviculture / Measurements Instructor

Rhys Andrews, Instructional Dean, Castlegar, BSF (UBC), M.A. (Royal Roads), RPF

Stuart Deverney, Instructor, BComm (UBC), BSF (Mont), Diploma Forest Engineering (UBC), RPF

Barry Janzen, Instructor, Diploma Forestry Tech (Selkirk), BSc. (U of Idaho), RPF

Allison Lutz, Instructor, Geography, BA (UVic), MA (York), Geography

Derek Marcoux, Instructor, MSc (RRU), BSc (UVic), Diploma Tech. (BCIT), RPBio

Peter Schroder, School Chair, Diploma Tech Forestry (Selkirk), BSc, MSc (Idaho), MBA (Athabasca) RPF

Brendan Wilson, Instructor, BSc (Sydney), PhD (University of Alberta), RP Bio

Geographic Information Systems

Wayne Condon, Instructor

Chris Gray, Faculty Assistant

Tracey Harvey, Instructor

Ian Parfitt, Instructor

Peter Schroder, School Chair, Diploma Tech Forestry (Selkirk), BSc, MSc (Idaho), MBA (Athabasca) RPF

Paul Sneed, Coordinator, Researcher, and Instructor, M.A. Plan, Ph.D.

Jason Taylor, School Chair, Diploma Structural Architecture of Drafting (BCIT), Diploma Computer Graphics and Animation (Vancouver Film School)

Rita Williams, Instructor, BA (Indiana U), MSc (San Jose State U)

Integrated Environmental Planning

Frank Fowler, Instructor and Faculty Assistant, BSc (Ohio State), BEd (Ohio U), MSc (U of Minnesota)

Peter Holton, Instructor, BS, MCP (UC Berkley), AICP

Robert Macrae, Instructor, BSc Agr (U of Guelph), MSc (U of Toronto)

Derek Marcoux, Instructor, MSc (RRU), BSc (UVic), Diploma Tech. (BCIT), RPBio

Ian Parfitt, Instructor

Peter Schroder, School Chair, Diploma Tech Forestry (Selkirk), BSc, MSc (Idaho), MBA (Athabasca) RPF

Brendan Wilson, Instructor, BSc (Sydney), PhD (University of Alberta), RP Bio

Recreation Fish and Wildlife

Keyes Lessard, Instructor

Lui Marinelli, Instructor, PhD (U of Saskatchewan), MSc (U of Western Ontario), BSc (UVic)

Ian Parfitt, Instructor

Tim Thurston, Instructor, MNRM (SFU), BSc (U of Toronto)

Rena Vandenbos, Instructor, BSc (U of Calgary), MSc (U of Alberta) - Environmental Biology and Ecology

Renewable Energy

Carol Andrews, Instructor, BA (UBC) BSF (UBC), RPF Silviculture / Measurements

Chris Gray, Faculty Assistant

Peter Holton, Instructor, BS, MCP (UC Berkley), AICP

Robert Macrae, Instructor, BSc Agr (U of Guelph), MSc (U of Toronto)

Derek Marcoux, Instructor, MSc (RRU), BSc (UVic), Diploma Tech. (BCIT), RPBio

Bruce McMaster, Instructor, IP Journeyperson Electrician, HVAC Technician, 4th Class Power Engineer, ID (VCC)

SCHOOL OF UNIVERSITY ARTS AND SCIENCES

Duff Sutherland, School Chair, BA (UCB), MA (Memorial), PhD (SFU), History

University Arts and Sciences

Lori Barkley, Instructor, Anthropology, BA (U of Calgary), MA (SFU), Anthropology

Adrian Barnes, English Tutor, English Instructor, BA, (UBC), English/Slavonic Studies, B.Ed (UBC) English

Ross Bates, Instructor, Mathematics, BSc Hon (U of Western Ontario), MSc, PhD (UBC), Mathematics, Physics

Jacqueline Belza, Faculty Assistant, BSc (Silliman), Chemistry

Colleen Bradshaw, Instructor, English, BA (Honours) (UNB), MA (U of Alberta), English

Wayne Chernoff, Faculty Assistant, Physics, ASCT, Diploma of Electronic Engineering Technologist (Selkirk), Physics

Ian Dawe, Instructor, Biology, BSc, Hons (Dalhousie), MSc (Simon Fraser), MA (Exeter)

Larry Dickerson, Instructor, Psychology, BA, MA, PhD, (U of New Mexico), Psychology

Sarah Fawcett, Instructor, English, BA (Dalhousie)

David Feldman, Instructor, Mathematics, B.A. (Hons Mathematics) UC Berkeley, M.A. (Linguistics) UCLA, MSc (Mathematics) UVic

Frank Fowler, Instructor and Faculty Assistant, BSc (Ohio State), BEd (Ohio U), MSc (U of Minnesota)

Sally Glock, Instructor, Psychology, ID, (BA (U of Lethbridge), MA (Gonzaga), Psychology)

Bob Gurney, Instructor, PE and Kinesiology, BPE, MSc (U of Alberta)

Linda Harwood, Instructor, English, BA (Hon) (UBC), MA (SFU), English

Will Hunter, Instructor, Biology, BSc (Hon Genetics), U of Western Ontario, MSc (Biology), Simon Fraser

Per Joensen, Instructor, Physics, BSc., M.Sc. (Simon Fraser U), Physics

John Josafatow, Instructor, Mathematics, BSc (with Distinction) (U of Lethbridge), BEd (UBC), MSc (U of Western Ontario), Mathematics, Applied Science, Physics

Kim Kratky, Instructor, English, BA (U of Kansas), MA (Northwestern U), TQ (BC), English

Marnie Laser, Instructor, PE and Kinesiology, BSc (Hons) (U of Waterloo), MSc (Lakehead U), Kinesiology, Physical Education

Janet Mayr, Instructor, Sociology, BA (U of PEI), MA (McMaster) Sociology

Almeda Glenn Miller, Instructor, English, BFA, MFA (Eastern Washington)

Jose Padilla, Instructor, French and Spanish, BA (U of Ricardo Palma), BA, MA (U of Laval), DEA (La Sorbonne)

Allyson Perrott, Instructor, Chemistry, B.Sc., Ph.D. (Dalhousie), B.Ed. (Acadia), Chemistry

Tracy Punchard, Instructor, English, BA (U of Waterloo), MA (Carleton U), PhD (UBC), English

Carol Retzlaff, BSc (SFU), MSc (with Distinction) (U of Wales, Aberystwyth), Biology

Delia Roberts, Instructor, Biology, BSc (with Distinction), MSc (Exercise Biochemistry), PhD (Medical Science) U of Calgary, Fellowship in Sports Medicine

John Rowell, Instructor, English, BA (Ulster), MA English (SFU) MA-Philosophy (U of Calgary), PhD (U of Alberta), English

Stephen Seaborn, Faculty Assistant, Biology, BSc (Hons) (U of Guelph), BEd (U of Toronto), Biology

John Stegman, Instructor, Mathematics, BSc (Notre Dame University), MSc (U of Waterloo)

Duff Sutherland, Instructor, History, BA (UBC), MA (Memorial), PhD (SFU), History

Elroy Switliff, Engineering Instructor, BAsc (UBC), MEng (U of Idaho), Diploma of Electronic Engineering Technology (with Honours, Selkirk)

Gordon Turner, Instructor, English, BA, MA (U of Regina), PhD (UBC), English

Paula Vaananen, Instructor, Biology, BSc (Hons) (Queens), MSc (U of Calgary), Medical Physiology

Monica Vogler, Instructor, Psychology, BA (UVic), MAsc (U of Waterloo), Psychology

Suzanne von der Porten, Economics, Instruc-

tor, MBA (UVic); B.Sc. (Distinction); Kinesiology (UVic)

Myler Wilkinson, Instructor, English, BA, MA (SFU), PhD (McGill), English

SELKIRK INTERNATIONAL

Cara Weston, Department Head, BEd (UBC), MA (ColumbiaU)

Linda Wilkinson, Department Head, BA (SFU), TQ (BC); MA and; European University Center in Peace Studies (EPU) in Austria.

English Language Program

Philomena Archambault, International Student Coordinator

Shana Rablah, Instructor, BA (UBC), BEd (UBC), MA (UBC) (in progress)

Joan Silvey, TESOL and English Language Instructor, BA (Lewis and Clark); MA (UBC)

Robin Trudel, Instructor, BEd (UBC)

Cara Weston, Department Head, BEd (UBC), MA (ColumbiaU)

Teaching English to Speakers of Other Languages (TESOL)

Cara Weston, Department Head, BEd (UBC), MA (ColumbiaU)

Kootenay School of the Arts

Laura White, School Chair, BFA (Bachelor of Fine Arts) Nova Scotia College of Art & Design

Clay

Courtney Andersen, Core/Design Instructor

Garry Graham, Clay Instructor

Robert Inwood, Core Instructor

David Lawson, Clay Instructor

Gene Leavitt, Core/Drawing Instructor

Pamela Nagley-Stevenson, Clay Instructor

Fiber

Marilyn Lee, Fibre Instructor

Maggie Tchir, Fibre Instructor

Coby van der Gaast, Fibre Instructor

Angelika Werth, Fibre Instructor

Courtney Andersen, Core/Design Instructor

Robert Inwood, Core Instructor

Gene Leavitt, Core/Drawing Instructor

Jewellery and Small Object Design

Courtney Andersen, Core/Design Instructor

Pauline Dupas, Jewellery Instructor

Robert Inwood, Core Instructor

Gene Leavitt, Core/Drawing Instructor

Krista Patterson, Jewellery Instructor

Laura White, School Chair, BFA (Bachelor of Fine Arts) Nova Scotia College of Art & Design

Metal

Courtney Andersen, Core/Design Instructor

Dan Armstrong, Metal Instructor

Robert Inwood, Core Instructor

Denis Kleine, Metal Instructor

Kevin Kratz, Metal Instructor

Gene Leavitt, Core/Drawing Instructor

Tom Lynn, Metal Instructor

ADMINISTRATION

PRESIDENT

Marilyn Luscombe, BSc, BEd, MEd (Memorial University)

VICE-PRESIDENT, FINANCE AND ADMINISTRATION

Mike Dion, MBA, CMA

VICE-PRESIDENT, HUMAN RESOURCE, PLANNING AND DEVELOPMENT

Louise Krohn, B.Ed (Universite de Montreal), MA (Ed) (SFU)

VICE-PRESIDENT, ACADEMIC AND STUDENT DEVELOPMENT

Angus Graeme, BSF (UBC), MA (Royal Roads), RPF

DEAN, STUDENT DEVELOPMENT/ REGISTRAR

Gerry Gauthier, Dean, Student Development/Registrar, Castlegar, BA (Notre Dame U), MA (U of C), MA (Gonzaga)Admissions

- Athletics and Recreation
- Co-operative Education and Employment Services
- Financial Aid
- Library
- School of Adult Basic Education and

Transitional Training

- Student Access and Support Department

DEAN OF INSTRUCTION, CASTLEGAR

Rhys Andrews, Dean of Instruction, Castlegar, BSF(UBC), MA (Royal Roads), RPFKootenay School of the Arts

- School of Health and Human Services
- School of Renewable Resources
- Selkirk Geospatial Research Center

Neil Coburn, Dean of Instruction, Castlegar, B.Math, MMath, PhD (U of Waterloo) BEd (U of Western Ontario)

- School of Business and Aviation
- School of University Arts and Sciences
- Mir Centre for Peace
- Applied Research

DEAN OF COMMUNITY, CORPORATE, AND INTER- NATIONAL DEVELOPMENT

Violet Kalesnikoff, Dean of Community, Corporate, and International development, Trail ID (UBC), MEd (SFU)

- Community, Corporate and International Development
- Selkirk International

DEAN OF INSTRUCTION, NELSON

Kate Tognotti, Instructional Dean Nelson, BEd, Masters of Religious Education

- School of Digital Media and Music
- School of Hospitality and Tourism
- School of Industry and Trades Training

DIRECTOR OF COMMUNICATIONS AND DEVELOPMENT

Barry Auliffe

Director of Strategic Planning and Institutional Research

Cathy Mercer MA (Royal Roads)

BURSARIES AND AWARDS

Selkirk College administered scholarships, bursaries and awards are listed below by category. Application deadlines are indicated for each category, and the name of the award is required on the application. Many awards require applicants to be registered in a specific program; some may have additional eligibility criteria. Award recipients are selected from among the applications received by a committee.

ENTRANCE SCHOLARSHIPS

A monetary grant available to first time students entering Selkirk College in a full program of studies who meet the selection criteria outlined in the application information. Completed applications must be received by the last Friday in April in the Financial Aid office. Each year about \$80,000 in entrance scholarships is awarded.

- BC Lions Society Advanced Education Award
- Care to Learn Entrance Scholarship
- Castlegar - Robson Canadian Legion, Branch 170, Canada 125 Scholarship
- Columbia Basin Trust College Service Award
- Daphne Hamilton Memorial Scholarship
- Dick Fowler Memorial Entrance Scholarship
- Kate E Shaw/Castlegar Highland Games Endowment
- Robert Boyer Memorial Business Administration Entrance Scholarship
- Robert Boyer Memorial Forestry Entrance Scholarship
- Robert Boyer Memorial General Entrance Scholarship
- Ronald William Waters Memorial Music Scholarship
- Selkirk College Board of Governors Secondary Graduates Award
- Selkirk College Employee Entrance Scholarship
- Selkirk College Foundation Entrance Scholarship
- West Kootenay Branch of the Association of Professional Engineers and Geoscientists of BC Entrance Scholarship
- Yule Anderson Johnstone, Chartered Accountants Scholarship

SCHOLARSHIPS

A monetary grant to a student where the primary criterion for the award is based on above-average academic achievement. Last year \$100,000 was awarded. Some awards require that you complete the on-line application form. Awards that are based strictly on academic performance will be awarded automatically. Applications must be received by the last Friday in April. Awards are made in June.

- Air Canada Award - (Trophy)
- Air Canada Pilots Association Scholarship
- Air Canada Scholarship
- Al King Scholarship
- Al Laing Memorial
- Alex P Relkoff Endowment Scholarship
- Alycee Ross Memorial Scholarship
- AMEC Americas Limited Endowment
- Ann and Peter Wood Biology Scholarship
- Anthropology Scholarship
- Applied Business Technology Scholarship
- Arrow Lakes Generating Station Millwrights' Memorial Scholarship
- Association of BC Forest Professionals Scholarship
- ASSQ Ski Scholarship
- ASSQ Ski Scholarship for Quebec Student
- Athlete of the Year Award - Female
- Athlete of the Year Award - Male
- Athletic Department Scholarship
- Audrey and Bill Moore Scholarship
- BC Hydro Scholarship
- Bill Sloan History Scholarship
- Blaine Shaw Memorial Citizenship Award
- Business Administration Program Scholarship
- Canada West Ski Association Scholarship
- Canadian Academy of Recording Arts and Sciences Award
- Canadian Hospital Engineering Society (B C Chapter) Scholarship
- Canadian Institute of Forestry (Plaque)
- Canpar Scholarship for Excellence
- CanWest Global Communications Scholarship
- Care to Learn Scholarship
- Carlton Scott Memorial Scholarship
- Castlegar and District Public Library Volunteer Endowment Scholarship
- Castlegar Rotary Scholarship
- Castlegar Sunrise 2000 Rotary Club Scholarship
- Certified General Accountants Academic Excellence Scholarship
- Certified General Accountants Continuing Education Tuition Scholarship
- Charter Student Alumni Association Spirit Award
- Clifford Flury Memorial Scholarship
- Columbia Power Corporation Scholarship for Excellence in the Columbia Basin
- Columbia Power Women in Trades and Technology Award
- Contemporary Music and Technology Scholarship
- Curtis McDonnell Memorial Scholarship
- Dal Sweeney Memorial Scholarship
- Dale Schatz Scholarship
- Darlene Kalawsky Digital Arts and New Media Scholarship
- Daryl Jolly Scholarship for Excellence in Graphic Design and the Visual Arts.
- Delores Soobotin Memorial Scholarship
- Diane Phillips Memorial Scholarship
- Dick Fowler Memorial Creative Writing Award
- Dick Fowler Memorial English Scholarship
- Don and Marcie Writing Scholarship
- Don Mitchell Memorial Scholarship
- Dr. Robert Driscoll Scholarship
- Ed Cavanaugh Memorial Music Scholarship
- Electric Consumers Association Directors Scholarship
- Elisabeth Bidinoff Memorial Scholarship
- Elizabeth and Terry Fleet Scholarship
- Ernest G. Shorter Memorial Scholarship
- Fine Woodworking Program Scholarship
- Frank Beinder Memorial Scholarship
- Geology Endowment Scholarship
- George Straza Memorial Endowment sponsored by the Kootenay Okanogan Electric Consumers Association
- Golf Alumni Student Scholarship (In Memory of Dave Court)
- Golf Club Management Award of Excellence (Trophy)
- Golf Management Program Scholarship
- Governor General's Medal
- Hairdressing Scholarship

- Harry Killough Scholarship for English
- International Education Scholarship
- International Tourism Studies Scholarship
- J. F. Killough Memorial Scholarship
- Jake Starwalker Enewold Scholarship
- Jim Chapman Scholarship in Creative Writing
- Jim Cromwell Scholarship
- Jim Johnson Memorial Scholarship
- Jim Snook Memorial Award
- Jocelyn McGillivray Memorial Music Award
- John and Marjorie Lord Memorial Scholarship
- John Peregrym Memorial Scholarship
- Juicy Studios Scholarship in Excellence
- Kaslo Jazz Society Award
- Knights of Pythias and Pythian Sisters (Castlegar) Scholarship
- Kootenay Dental Society Scholarship
- Kooteney Woodvine Regional Scholarship
- Languages and Literature English Scholarship
- Languages and Literature Philosophy Scholarship
- Languages and Literature Spanish Scholarship
- Larry Brown Scholarship in Economics
- Lieutenant Governor's Medal
- Lise Jean Marie Nicola Bursary
- Mal Stelck Leadership Award
- Margaret Knight-Letts Memorial Scholarship
- Marilynne Read Memorial Scholarship
- Mary Reeves Memorial Scholarship
- Maurilia Coc Macs Memorial Scholarship
- Michael Desaulniers Memorial Scholarship
- Michel Devaux Memorial Scholarship
- Mike Jaeck Memorial Scholarship
- Mike Wichert Memorial Scholarship
- MIR Award
- Mountain FM Music Award
- Multimedia Scholarship
- Nancy Knight-Penner Memorial Scholarship
- Nelson and District Credit Union Aspire Scholarship
- Nirmal Singh Memorial Scholarship
- PE Scholarship Endowment
- Peace and Human Rights Award
- Pearl Goodman/Donna Van Vliet Nursing Scholarship
- Pope and Talbot Scholarship
- Prestige Lakeside Resort and Convention Scholarship
- Professional Cook Training Scholarship
- Professional Cooks Alumni Scholarship
- Raymond and Anna Gattinger
- Real Estate Foundation of British Columbia Scholarship
- Renewable Resources Program Scholarship
- Resort and Hotel Management Program Scholarship
- Russell Gilchrist Memorial Scholarship
- Sally Peebles Memorial Arts Scholarship
- Schade ABE Scholarship
- Selkirk College Biology Scholarship
- Selkirk College Board Scholarship
- Selkirk College Employee Scholarship
- Selkirk College Faculty Association Endowment Scholarship
- Selkirk College Foundation Chair Scholarship
- Selkirk College Students' Union Scholarship
- Shorter Memorial Music Scholarship
- Southern Interior Silviculture Committee (SISCO) Scholarship
- Steven and Patricia Goldsmith Family Scholarship
- Teck Cominco Business Administration Scholarship
- Teck Cominco Scholarship of Excellence in Engineering and Earth Science
- Thomas S. Homersham Community Support Worker Scholarship
- Thomas S. Homersham Hospital Career Scholarship
- Thomas S. Homersham Nursing Scholarship
- Tourism and Hospitality Department Student Government Award
- Tourism Careers Program Endowment
- Tracy Paolone Memorial Scholarship
- University Women's Club (Trail and District) Scholarship
- Wayne Schweitzer Scholarship
- West Kootenay Fly Fishing Club Scholarship
- Whitewater Ski Resort Scholarship
- William Barchard Memorial Scholarship
- William Richard Guy Memorial Scholarship
- Willis Wicks Memorial Scholarship for Mathematics
- Women in Trades Scholarship
- Zoe Read Memorial Scholarship

BURSARIES

A monetary grant to a student where the primary criteria for the award is financial need and acceptable standards of academic achievement. Last year \$100,000 was awarded in bursaries. Completed applications must be received by the last Friday in October.

- A. Leone and W.D. Hall Bursary
- Ab Dunn Memorial Bursary
- Alex P Relkoff Endowment Bursary
- Anderton Bursary for Associate of Arts and Sciences
- Anderton Bursary for Renewable Resources
- Ann and Peter Wood Biology Bursary
- Arrow Lakes Generating Station Bursary
- Arthur Chapman Chapter IODE (Trail) Bursary
- ASTTBC Bursary
- Barry Auliffe Bursary
- BC Lions Society Advanced Education Fund
- BC Lung Association Bursary
- BC Medical Services Foundation Nursing Bursary
- Bleu Nemeck Memorial Bursary
- Canadian Federation of University Women/Nelson Bursary
- CanWest Global Communications Bursary
- Care to Learn Bursary
- Cariboo Woodlot Education Society Bursary
- Castlegar - Robson Canadian Legion, Branch 170 Bursary
- Castlegar and District Hospital Auxiliary Bursary
- Castlegar and District Hospital Foundation Bursary
- Castlegar Rotary Club Bursary
- Catherine Schnare Memorial Bursary
- Catriona Graeme Memorial Bursary
- Cecil and Dorothy Stedman Endowment Bursary
- Childcare Bursary
- Children's Festival Bursary
- Christine Stewart Memorial Bursary
- Christopher MacLean Memorial Bursary
- City of Castlegar Bursary
- Columbia Power Corporation KSA Bursary
- Connie Sutton Memorial Award
- Craig Andrews Continuing Education Bursary

- Credit Union Foundation of B.C. and Nelson and District Credit Union Community Alliance Bursary
- Credit Union Foundation of BC Bursaries
- Darril Beninger Bursary
- Dennis Percival Memorial Bursary, Nelson Lion's Club
- Dewdney Trail Rock and Gem Club Bursary
- Dianne Plotnikoff Memorial Bursary
- Dr. John Hall Bursary in Professional Aviation
- Dr. Robert Driscoll Bursary Fund
- Gen Goldade Memorial Bursary
- George Johnson Memorial Bursary Endowment Fund
- George T. and Myrtle Cunningham Fund
- Georgina Maryniak Bursary (Registered Nursing Students' Bursary)
- Grand Forks District Savings Credit Union Bursary
- Group of Seven Kootenay Auto Dealers Bursary
- Harry Killough Bursary
- Heritage Credit Union Bursary
- Ian Johnson Memorial Bursary
- Impact Training Bursary
- Jill Harrop Memorial Bursary
- Jim Street Memorial Bursary
- Jock Keith Bursary
- John and Katharine Stewart Bursary
- Jordan and Sydney Sherstobitoff Bursary
- Katrine Conroy, MLA Bursary
- Ken Cretney Bursary
- Kiwanis Early Childhood Education Bursary
- Kootenay Savings Credit Union Endowment Bursary
- Kootenay School of Art Bursary
- Laurie Palibroda Memorial Bursary
- Lee W. Arnold Memorial Bursary
- Lori Beninger Bursary
- Lorraine Askew Memorial Bursary
- Lynne Shalom Memorial Bursary
- Mario Graziotto Memorial Bursary
- Marnie and Silvio Giella Bursary
- Nelson and District Credit Union Aspire Bursary
- Nora Ewert Memorial Bursary
- Notre Dame Alumni Bursary
- Peter Kiewitt Sons Co. Limited Bursary
- Peter Lemon Athletic Endowment Bursary
- Peter Makortoff Memorial Bursary
- Railway and Ranch Land Bursary
- Real Estate Foundation of British Columbia Bursary
- Robert Boyer Memorial General Endowment
- Robert Boyer Memorial Open Bursary
- Rossland Health Care Auxiliary Bursary for Nursing Student
- Ruby Beckjord Memorial Bursary
- S. Bruce Jacobs Memorial (Academic) Bursary
- S. Bruce Jacobs Memorial (Vocational/career) Bursary
- Scotiabank Bursary
- Selkirk College Employee Bursary
- Selkirk College Faculty Association Endowment Bursary
- Selkirk College Students' Union Bursary
- Sentinel Lodge # 146 Masonic Bursary
- Sharon Heflin Memorial Bursary
- Sinclair Music Bursary
- Solidarity With Teachers Bursary
- South Slokan Chapter of the KLH Auxiliary Bursary
- Star of the West Masonic Lodge Bursary
- Steve Geller Memorial Bursary
- Steve Jankola Memorial Bursary
- Ted Rutherglen Memorial Bursary
- Thomas S. Homersham Nursing Bursary
- Tony Berrocoso Memorial Bursary
- Tor Persson Memorial Bursary
- Trail Lions Club Bursary
- United Steelworkers of America Local 480 Bursary
- Vancouver Foundation General Bursary
- Wagner Endowment Fund
- Weese Family General Bursary
- Weese Family General Endowment
- Weese Family Liberal Arts Endowment Bursary
- West Kootenay Naturalists' Bursary
- Yvonne Marr Bursary

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