



1983-84 Calendar

COLLEGE OF NEW CALEDONIA

Prince George, B.C.

COLLEGE CALENDAR

July 1983 - June 1984

July 1	Confederation	Jan. 3	Classes Commence - Nursing, Technology, and Vocational Programs
July 18 to	Pre-registration		Registration - Adult Basic Education and Adult Preparation Courses
August 13	All Diploma and Certificate Programs		Registration - All Diploma and Certificate Programs, Returning and New Business Administration and University Transfer
August 1	B.C. Day - College Closed		
August 3	Basic Literacy and Adult Preparation Courses		
August 29	Registration for all Academic and most Vocational Programs	Jan. 9	First Day of Classes - Academic Programs
Sept. 2		Jan. 23	Last day 80% refund - Academic Programs Last day to ADD courses without instructor's permission - Academic Programs
August 29	Classes Commence Nursing and Forest Resource Technology Programs		
Sept. 5	Labour Day - College Closed	Jan. 31	Registration - Adult Basic Education and Adult Preparation Courses
Sept. 6	Classes Commence Most Academic and Vocational Programs Registration - Adult Basic Education and Adult Preparation Courses	Feb. 6	Last day 50% refund - Academic Programs
Sept. 19	Last day 80% refund - Academic Programs Last day to ADD courses without instructor's permission - Academic Programs.	Feb. 19	Last day to withdraw without penalty - Academic Programs
Oct. 4	Last day 50% refund - Academic Programs Registration Adult Basic Education and Adult Preparation Courses	Feb. 28	Registration - Adult Basic Education and Adult Preparation Courses
Oct. 10	Thanksgiving Day - College Closed	March 2	Last day to withdraw with instructor's permission
Oct. 15	Last day to withdraw without penalty	March 28	Registration - Adult Basic Education and Adult Preparation Courses
Nov. 1	Registration - Adult Basic Education and Adult Preparation Courses	April 20	Good Friday - College Closed
Nov. 5	Last day to withdraw with instructor's permission	April 23	Easter Monday - College Closed
Nov. 11	Remembrance Day - College Closed	April 28	Last day of classes and examinations Most Academic Programs
Nov. 29	Registration - Adult Basic Education and Adult Preparation Courses	May 1	Registration and Classes Commence - Nursing Program Registration - Adult Basic Education and Adult Preparation Courses
Dec. 5-9	Pre-registration - All Diploma and Certificate Programs	May 19	Last day of Classes - Technology Programs
Dec. 16	Last Day of Classes and Examinations	May 26	Last Day of Classes - Early Childhood Education Program
Jan. 1, 1984	New Year's Day	May 30	Registration - Adult Basic Education and Adult Preparation Courses
Jan. 2	College Closed		

As this Calendar is published well in advance of the session commencement, the College reserves the right to make any changes deemed necessary including the cancellation or adjustment of programs and courses, and changes in fee structure and other regulations or services. The College expressly denies responsibility or liability to any person or persons who may suffer loss or may be otherwise adversely affected by any change.

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HOW TO USE THIS CALENDAR

HOW TO USE THIS CALENDAR

1. Read the GENERAL INFORMATION, SERVICES AVAILABLE, and FINANCIAL ASSISTANCE sections.
2. Decide which type of program you are interested in and turn to that section of the Calendar to find out detailed information on Programs, Admissions, Fees, Courses, etc.
Steps:
 - (a) Decide which program you want
 - (b) Note admission requirements, fees, and expenses.
 - (c) Follow the admission and registration procedure for the program
 - (d) Where applicable, review the various courses offered and the CNC TRANSFER GUIDE
 - (e) Read any additional information on transcripts and grades.
3. Become familiar with the CALENDAR OF EVENTS and the CAMPUS MAP.

PROGRAMS

ADULT BASIC EDUCATION PROGRAMS

The College programs are designed for people who want to acquire basic literacy skills, to complete a secondary school education, or to learn how to compete more successfully in the labour market. Successful completion of such programs will prepare students for admission to vocational training or post-secondary studies and/or for actively seeking employment.

- (1) ABE Upgrading
- (2) Basic Training for Skill Development (BTSD)
- (3) Grade 12 Equivalency (GED)
- (4) English Language Training
- (5) Volunteer Adult Literacy Tutoring (VALT)
- (6) Vocational Preparation

For further information see page 16.

ACADEMIC PROGRAMS (UNIVERSITY, BUSINESS, TECHNICAL)

These programs provide university transfer courses or training in business or technical skills.

Agricultural Sciences U.B.C.
Applied Science (Engineering) U.B.C.
Associate of Arts
Broadcast Technology
Business Administration
Coaching Science
Commerce
Construction Technology
Criminology
Early Childhood Education
Electrical-Electronics Technology
Forest Resource General Studies
Medical Laboratory Technology
Nursing
Physical Education
University Transfer

For further information see page 21

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VOCATIONAL PROGRAMS

These programs provide training in the vocational and skilled trades including TRAC and apprenticeship training.

Apprenticeship Training
Automotive Mechanical Repair - Apprenticeship
Business Office Training
Carpentry - Apprenticeship
Cook Training
Dental Assisting
Electrical Apprenticeship
General Drafting
Heavy Duty Mechanics Apprenticeship
Long Term Care Aide
Millwright Apprenticeship
Plumbing
Power Engineering
Steamfitting and Pipefitting
Training Access (TRAC)
Welding

For further information see page 54

CONTINUING EDUCATION PROGRAMS

These programs are designed to provide part-time vocational upgrading courses and many other courses, seminars, or conferences of general interest to the public.

- A. Vocational Part-time Programs
 - Skill Training
 - Trade Certification
- B. General Interest Programs
 - Self-Development
 - Recreational
 - Personal Knowledge
- C. Native Indian Programs
- D. Women's Programs
- E. Knowledge Network

For further information see page 60.

REGIONAL PROGRAMS

Many programs or courses are offered in the towns and villages in the college region through the local office of CNC's Continuing Education Division. For further information contact:

MACKENZIE	AREA DIRECTOR -Mackenzie Community Education and Recreation, Mackenzie Sports Complex Box 2110, Mackenzie V0J 2C0 Phone: 997-4333
BURNS LAKE	AREA DIRECTOR - Lakes District Resource Centre, Highway 16. Box 5000, Burns Lake, V0J 1E0 Phone: 692-3175
VANDERHOOF	AREA DIRECTOR - Nechako College of New Caledonia Campus R.R. #2, Vanderhoof, V0J 3A0 Phone: 567-9291
QUESNEL	AREA DIRECTOR - Quesnel College of New Caledonia Campus 488 McLean, Quesnel. V2J 2P2 Phone: 992-3906
ROBSON VALLEY	AREA DIRECTOR - Robson Valley Box 789, McBride. V0J 2E0 Phone: 569-3368 or Box 789, Valemount. V0E 2Z0 Phone: 566-4814



PRINCIPAL'S MESSAGE

In a sense, this calendar can serve as a "map of the territory" of training and education open to students interested in attending the College of New Caledonia. This "map" is complicated, however, and there are certain things you should have before you in order to understand this document properly.

Those include:

- a) An idea of where you want to go
- b) The skills required to read this map

Should you require assistance C.N.C. counsellors and faculty, or high school counsellors, are equipped to lend a hand. Without such information the following pages may be a maze and may serve to confuse you.

It is my sincere hope that should you choose a course of studies at C.N.C, the following "map" will assist in showing the way to the future you have chosen. The services, staff, and facilities of this College are at your disposal along the way, as well as our encouragement and best wishes for success in your educational endeavours.

CHARLES J. McCAFFRAY,
Principal

A COMPREHENSIVE COMMUNITY COLLEGE

The College of New Caledonia is one of fourteen Community Colleges in B.C. and is part of the provincial system of post-secondary education.

The College region comprises four school districts: 28 (Quesnel), 55 (Burns Lake), 56 (Nechako) and 57 (Prince George).

The College opened on September 1, 1969 using temporary facilities at the Prince George Senior Secondary School. In July of 1971 the existing College amalgamated with the B.C. Vocational School; and the College of New Caledonia was created.

Since the time of its portable beginnings, the College has expanded into over 25,000 square metres of permanent and temporary building space situated on 12 hectares.

A recently completed building program provided 3rd floor classroom and laboratory space. Purchase of a building a few blocks from the main campus houses additional Vocational classes.

Strenuous efforts are now being made to add a student residence to the campus.

With learning centres in Burns Lake, Mackenzie, Quesnel, Vanderhoof, McBride, and Valemount, the College is attempting to make it easier for people throughout our wide region to continue with their education and training even if they are unable to come to the Prince George Campus. The use of channel 13 on cablevision in Prince George and of the Knowledge network is another initiative which is directed at the same goal.

The College offers a wide range of programs in the areas of pre-employment, apprenticeship, technologies, university transfer and general interest. There are six divisions including Continuing Education, Business, Health Sciences, Liberal Arts and Social Sciences, Sciences and Technologies, and Trades.

GENERAL INFORMATION

IDENTIFICATION CARDS

Student identification cards are provided following full payment of fees. In the event of the loss of an identification card a duplicate may be obtained from Student Services (level two, Vanderhoof Building). A different card will be issued to full-time and part-time students. Fee: \$1.00.

CHANGE OF NAME OR ADDRESS

It is the responsibility of the student to advise the Registrar's Office (level two, Vanderhoof Building) of any change of name, address, or telephone number. Unless the student requests otherwise all College correspondence will be sent to the student's permanent home address.

ADMISSION STATUS - GEOGRAPHIC

Residents of School Districts 28 (Quesnel), 55 (Burns Lake), 56 (Nechako), and 57 (Prince George) are classified as in-region students and are given priority for admission over other applicants. In some programs students from other college regions are accepted as in-region students.

To qualify as an in-region student, a person must satisfy one of the following requirements:

- a) Be 19 years of age or over and have resided within the boundaries of one of the above school districts for at least 3 months prior to the commencement of the program to which admission is sought, or
- b) Be under 19 years of age at the commencement of the program to which admission is sought and a dependent of parents or legal guardians who reside within the boundaries of the above school districts, or
- c) Be the owner of real property within the boundaries of the above school districts.

Students not able to qualify as in-region students as defined above are classified as out-of-region students.

The responsibility for registering as an in-region, or out-of-region student rests with the applicant. A student who falsifies resident status may be required to withdraw from the College.

STUDENTS FROM OTHER COUNTRIES

Students attending CNC must be Canadian citizens or landed immigrants. Persons from outside Canada must provide proof of landed immigrant status. Applicants from countries where English is not the common language will be required to provide proof of a knowledge of English sufficient to pursue a program of study at the College prior to being admitted.

Any qualified international student may apply to the College but such students must have local sponsors or sponsoring agencies who will be responsible for the student's full cost of education. International students should submit their applications to the College early enough to allow for the checking of their references, evaluation of transcripts, and corresponding with immigration authorities.

International students will not normally be accepted into limited enrollment programs if this will deny a place to a qualified Canadian citizen or landed immigrant. International students are not eligible for publically funded student aid programs.

Students who cannot demonstrate acceptable proficiency in English will be required to upgrade their English language skills. The amount of level of upgrading will be determined by the College of New Caledonia.

COLLEGE DIPLOMA

A CNC Diploma is awarded to students who complete either:

The requirements of a College Diploma program of at least four semesters with a pass grade in each specified course and with a cumulative grade point average of 2.0 or higher.

OR

A General Studies program of at least four semesters and 60 semesters hours of credit with a cumulative grade point average of 2.0 or higher.

OR

The requirements of a University Transfer program of at least 60 credit hours of work that will permit transfers into third year university or a recognized degree program, and have a cumulative grade point average of 2.0 or higher.

NOTE:

Students who enroll in a CNC Diploma program with advance credit for courses taken elsewhere must complete a minimum of 15 credit hours of work at CNC, to qualify for a CNC Diploma.

Students who expect to complete the requirements for a Diploma are required to complete an application for graduation form available from the Registrar's Office. Completed forms should be returned to the Registrar's Office by November 16 for students who expect to graduate at the end of the Fall Semester and by April 1 for those who expect to graduate at the end of the Spring Semester.

COLLEGE CERTIFICATE

A CNC Certificate is awarded to students who satisfactorily complete a College program of at least 15 weeks duration.

STUDENT GRIEVANCE PROCEDURE

The following procedure will be used in cases involving student grade appeals and complaints about the ethical conduct or competence of College faculty, staff and administration:

1. The first step in any appeal involving a student and an employee of CNC shall start with the student and the individual employee as the "court of first instance." A student initiating an appeal shall do so within sixty clear calendar days after the incident in question.
2. In the event that the outcome of this initial meeting (court of first instance) is unsatisfactory to the appellant, then he or she shall have the right to appeal through the Dean of Student Services.

Student Grade Appeals will be resolved by a Grade Appeal committee composed as follows:

- a) Two students named by the Student Association at their first meeting in September. At least one of these student representatives must be a full-time student.
- b) Four Faculty members to be named by the Dean of Instruction not later than September 15 each year.
- c) The Dean of Student Services shall chair this Committee and is a voting member of the committee.

Student Appeals with regard to actions or ethical conduct will be resolved by the Principal based on recommendations from either:

- i) The Grade Appeal Committee
- ii) An Ad Hoc Committee composed as follows:
 - a) One student named by the Student Association
 - b) Two Faculty members named by the Dean of Instruction
 - c) One Administrator named by the Principal.

If any member of this Committee is party to a particular grievance, he or she shall not serve on the Committee for the duration of those proceedings. Alternatives may be named by the Principal, Dean of Instruction, or Student Association as appropriate. To ensure continuity, it would be desirable to have one member of each of the groups mentioned above serve for two years. The remaining members would serve for a minimum of twelve months.

3. It will be the responsibility of the Dean of Student Services to ensure that the proper appeal procedure is followed by all parties involved.
4. The Student Appeal Procedure is designed to provide the parties involved with an in-house hearing. Every effort will be made to ensure that all parties involved are given the opportunity to state their views openly and honestly. Should any party feel that they have somehow been dealt with unfairly by the Committee, they have recourse to the Principal and the College Board, within the College community. Further recourse in a public court of law is at the election of the griever. Parties wishing to be accompanied by legal counsel must have the prior written approval of the Dean of Student Services. This practice, however, is not encouraged by the College.

GRADE APPEAL PROCEDURE

1. The Dean of Student Services shall receive a **written** appeal request from the griever after he or she has met with or contacted the CNC employee involved in the grievance. This contact constitutes a "court of first instance".
2. The Dean of Student Services or designate will advise the members of the Student Grade Appeal Committee and the principals involved of the pending grievance. A copy of the written letter of grievance shall be forwarded to the members of the Committee and principals not later than three clear calendar days after the Dean of Student Services has received the letter. It will then be the responsibility of the Student Grade Appeal Committee Chairperson to call a meeting of the Committee and the griever not later than seven clear calendar days after the written grievance has been received.
3. Once the student has received a grade, he or she is entitled to appeal in writing within sixty clear calendar days. Normally, the Dean of Student Services will follow proper appeal procedure as outlined above where the student would appeal to the faculty member as a "court of first instance". However, where such a meeting is not possible, the student may submit a written request to the Dean of Student Services outlining his or her claim for appeal. It shall be the responsibility of the Dean of Student Services to convene an appeal meeting within seven clear calendar days of having been notified of the grievance. Both students and faculty have the right to proxy representation at this appeal hearing. In the event that a student or faculty member cannot attend at the hearing, then they may appoint another faculty member or a student, as the case may be, to attend in their place.
4. Students may not use this avenue to appeal decisions arising from situations where their conduct or behavior has brought them into conflict with criminal or civil law. Such grievances may be contested in a municipal, provincial, or federal court of law. The Dean of Student Services can advise students of possible avenues of action in these cases.
5. The Chairman of the Grade Appeal Committee will then forward a report to the Principal. In the event of a failure of the Committee to agree on a resolution, the Principal will have the authority to resolve the dispute and may then report to the College Board if deemed appropriate. Any decisions handed down in accordance with the provisions stipulated in the Student Grade Appeal Procedure shall be final insofar as the College of New Caledonia has jurisdiction. Further recourse in a public court of law is at the election of the griever.



IMPROPER BEHAVIOUR AND UNAUTHORIZED ACTIVITIES

Students registered at the College of New Caledonia are expected to behave responsibly and with propriety. Where a student fails to live up to these expectations, the College reserves the right to take whatever action it deems to be warranted.

MISCONDUCT

The College will concern itself with misconduct which includes but is not limited to the following examples:

(a) ACADEMIC MISCONDUCT

(1) Cheating:

This includes but is not limited to dishonest or attempted dishonest conduct at tests or examinations, in which use is made of books, notes, diagrams or other aids excluding those authorized by the examiner. It includes communicating with others for the purpose of obtaining information, copying from the work of others and purposely exposing or conveying information to other students who are taking the test or examination.

(2) Plagiarism:

This is the presentation of another person's work or ideas without acknowledgement. Students in doubt about the need for acknowledgement should take care to avoid unintentional plagiarism by learning proper scholarly procedures. Intentional plagiarism is not only dishonest, but a rejection of the principles of scholarship. A plagiarized College assignment will ordinarily receive no credit and may result in failure of the course.

(b) DISRUPTION OF INSTRUCTIONAL ACTIVITIES

This includes but is not limited to student conduct which interferes with lectures, seminars, tutorials, group meetings, other related activities, and with examinations or tests.

(c) DAMAGE TO PROPERTY AND ASSAULT ON INDIVIDUALS

This includes student conduct which leads to damage or to theft of College property or the personal property of College staff or of fellow students. It also includes conduct which leads to physical injury or to emotional disturbance of any of the above-mentioned persons.

MISREPRESENTATION

This includes but is not limited to the fraudulent misrepresentation of information on and the falsification of documents and academic records.

LACK OF ATTENDANCE

This includes but is not limited to any persistence and unexcusable absences from classes.

DISCIPLINARY MEASURES

Sanctions imposed by the College for misconduct, misrepresentation or lack of attendance; may include a simple warning; reassessment of the student's work; course or program; denial of admission or readmission; forfeiture of College financial aid; and suspension or termination from the College. Offenses covered by the Criminal Code of Canada shall normally be dealt with through the Courts of Law.

SUSPENSION

Students who are performing at an unsatisfactory level may be suspended. They may, at their request, have their performance reviewed by a committee which includes the instructor(s), the Director of the Division, and the Dean of Student Services.

If it is the opinion of this committee that the student is not meeting the requirements of the course or program the student will be placed on probation for a specified period. If at the end of this period the committee still considers the student's performance to be unsatisfactory the student will be suspended for one semester in academic programs and for the length of a program in other instructional areas.

TERMINATION

Students may be terminated for misconduct, misrepresentation, or lack of attendance. Students who are terminated from a program must have the appropriate Dean's permission for readmission.

SAFETY REGULATIONS

WCB safety regulations must be adhered to as applicable to each particular program. Special requirements for the student are noted in each program.

SERVICES AVAILABLE TO STUDENTS

INFORMATION

For information on any aspect of the College inquire at the Student Services Office, (level two, Vanderhoof Building). If they don't have the answer they can direct you to someone who does.

STUDENT SERVICES OFFICE

The Student Services Office is responsible for admissions, registration, student records, changes to records, timetable, withdrawal, etc. Any inquiries regarding these procedures should be directed to the Student Services (level two, Vanderhoof Building).

Student Services Hours:
Monday - Thursday 8 a.m. to 5 p.m.
Friday 8 a.m. to 4 p.m.

COUNSELLING

The Counselling Centre is located on Level Two of the Vanderhoof Building. Counsellors are available to assist students with personal, academic, or vocational concerns. A wide variety of material is available in the centre to assist in career selection, or selection of suitable institutions for specific programs. Individual tests may be administered if the counsellor and student agree they will be of value.

Counselling Centre hours:
Monday to Thursday 8:00 a.m. to 4:30 p.m.
Friday 8:30 a.m. to 4:00 p.m.

HEALTH SERVICES

CNC has a Health Service Program to serve the need of this college community.

This program combines treatment and preventative programs, including emergency calls, first-aid treatment, and health counselling.

The Centre is staffed by a physician, Dr. Phil Staniland. At the present time, the doctor is available Wednesday from 08:30 to 16:30.

Your concerns and/or requests for information will be welcomed. Stop into the Health Services office or call 562-2131 Loc. 341 and ask for us:

CNC HEALTH SERVICES
Room 2-124
Level Two
Vanderhoof Building

We recommend that students planning to enter CNC have the following:

- Medical coverage (more information on this is available at Student Services).
- A recent chest X-ray and hemoglobin level test.
- A complete medical record if you suffer from any chronic condition (diabetes, thyroid disorder, etc.).

RESOURCE CENTRE

The Library is located on Level Two of the Vanderhoof Building (2-302). The Library contains an expanding collection of resources including books, periodicals, newspapers, federal and provincial government documents, pamphlets and audio-visual materials. Assistance in finding information and using library resources is available from the Reader Services Librarian at the Information Desk.

There are carrels for individual study, small group study areas, informal lounge reading corners, and a seminar room for group use. A coin-operated photocopy machine and typewriters are also available.

A variety of audio-visual equipment for viewing and listening is housed in A/V carrels located near the Circulation Desk.

During the Fall and Spring semesters, the Library hours are as follows:

Monday through Thursday	7:45 a.m. to 10:30 p.m.
Friday	7:45 a.m. to 5 p.m.
Saturday	12 noon to 5 p.m.
Sunday	12 noon to 5 p.m.
Summer hours	
Monday through Friday	8:30 a.m. to 5 p.m.

AUDIO-VISUAL SERVICES are located on Level Three of the Vanderhoof Building (3-355). Various audio-visual equipment including videotape players, cassette and record players, cameras, slide and filmstrip projectors, and calculators are available for student use.

HOURS:

Monday through Thursday	7:45 a.m. to 7:30 p.m.
Friday	7:45 a.m. to 4:00 p.m.

BOOKSTORE

A bookstore is located in the Smithers Building. In addition to supplying text books the store also sells sundry supplies and miscellaneous items. A bulletin board in the bookstore is provided for notices of second hand books for sale.

Bookstore hours:

Monday through Thursday	8:00 a.m. to 7:30 p.m.
Friday	8:00 a.m. to 5:00 p.m.
Saturday	9:00 a.m. to 4:00 p.m.

SWITCHBOARD

All calls to 562-2131 go through the College switchboard. Calls after hours will not be answered.

Switchboard hours:

Monday through Thursday	7:30 a.m. to 7:30 p.m.
Friday	7:30 a.m. to 5:00 p.m.
Weekends	Not Staffed

Hours may vary during the summer.

CAFETERIA

The Food Services facility is located on Level One of the Vanderhoof Building.

Cafeteria is open on a daily basis to serve students

Monday through Thursday	7:30 a.m. to 9 p.m.
Friday	7:30 a.m. to 3:00 p.m.



HOUSING

The College does not have any student residences. Therefore, students must arrange for their own accommodation. We advise that these arrangements are made early. Inquire at Student Services or the Student Association for a housing list. Call 562-2131.

EMPLOYMENT PLACEMENT

The Canada Employment Centre On-Campus assists students and graduates in obtaining casual and part-time work, as well as permanent and summer career related employment.

The job placement service also provides information to students on job search skills such as resume and covering letter preparation, labour market information and interview preparation.

Room 2-125
Level Two
Vanderhoof Building

Hours:

Monday through Thursday	8:00 a.m. - 4:30 p.m.
Friday	8:00 a.m. - 4:30 p.m.

RECREATION

The Ft. St. James Building contains a main gym and two racquetball courts. Recreation activities available for students include:

Open recreation (Free equipment checkout with a student card)

Badminton
Basketball
Floor Hockey
Racquetball
Soccer
Volleyball

Intra-murals:

A wide range of activities are provided by the Department of Physical Education and Recreation throughout both semesters. Students are advised to check with the Physical Education and Recreation office to ascertain the schedule of events.

Fitness Testing:

The Physical Education and Recreation Department will provide a comprehensive individualized fitness evaluation on an appointment basis.

For further information contact the Physical Education Faculty.

STUDENT ASSOCIATION

The CNC Student Association represents all students enrolled at CNC and has an executive elected from the total student body.

Student Association fees are used to fund various social and recreational events, as well as to provide funding for specific student groups.

All CNC students are encouraged to attend the Student Association meetings. Student groups who wish to receive Student Association funding are asked to submit budgets and proposals to the Student Association.

The Student Association executive is elected in the spring of the year and commences office in September.

Office: 1-201 Phone 562-7415

Hours: Monday through Thursday 9:00 a.m. - 5:00 p.m. .
Friday 9:00 a.m. - 3:00 p.m.

CNC TODAY

CNC TODAY is a weekly CNC bulletin and serves as a newsletter for the total College community. Students, faculty and staff are invited to use CNC TODAY for notices of meetings, coming events, general news, and any other items of interest they wish to have published. CNC TODAY is normally published every Wednesday throughout the school year and the deadline for submission is 4:30 p.m. Monday. Copy should be submitted to the Public Relations Officer prior to submission deadline.

CNC FREE PRESS

The CNC Free Press is a weekly paper put out by the students for the College and the community. The aim of the paper is to keep people informed as to what is happening at CNC and also to provide a vehicle for student comments and concerns. All of the members of the Free Press staff are CNC students who volunteer their time and talents to put out a reputable College paper.

BUS SERVICE

Full-time students, with the appropriate CNC student card, are eligible for a student rate on the Prince George Transit System. A bus schedule is posted inside the 22nd Avenue entrance to the College, or is available from any of the Transit buses.

ADULT SPECIAL EDUCATION

The intention of Adult Special Education is to assist persons with handicaps to attend college programs. Our major purposes are to increase awareness and acceptance of individual differences, and to provide support services that enable the handicapped student to participate in all facets of college life.

1. Special Services

There are many support services available to help students adapt to the college environment.

Examples include:

- Assistance with registration.
- College orientation sessions.
- Information on financial assistance, housing, transportation, and other community resources.
- Provision of alternate methods for taking exams, lecture notes and completing assignments.
- Coordination of services for interpreting lectures through sign language, taping books and accessing instructional aides.
- Personal, career and academic counselling.
- Referral to appropriate community services.

2. Special Resources

A variety of special equipment and materials are available to assist students with their course work.

- Recorded books, large print and braille materials.
- Visualtek magnification system.
- Speech Plus calculator.
- Variable speed recorder and player.
- Free Scan Speech Terminals.

3. Learning Assistance Centre (Room 2-112)

The Learning Assistance Centre is available to help students with specific learning problems through the provision of the following services:

- Diagnostic testing.
- Individual instruction in basic skill areas.
- Academic remediation.
- Program evaluation.



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Skill Development

A career preparation program entitled "Toward Greater Independence" is available to help students increase skills and confidence for continuing their education. This program is designed for students whose present skill level restricts their access into regular college courses.

The program focus includes:

- Life skills training
- Functional academics
- Career awareness
- On-the-job training.



The above symbol identifies a building as being accessible to wheelchairs. Most classes offered at CNC are located in accessible facilities.

Facilities

Reserved parking spaces are available for students with handicaps. Most buildings on campus are fully accessible by wheelchair and contain fully equipped washrooms. Students wishing further information on available facilities should contact Student Services.

Other Activities

Other activities of Adult Special Education services includes community awareness programs designed to increase acceptance of persons with handicaps, the identification of individual needs and the development of working relationships among community agencies to assist handicapped individuals in locating appropriate resources.

Adult Special Education would like to hear from people who wish to see particular courses offered at the college. Prospective students and other interested persons are encouraged to contact the Coordinator of Adult Special Education to discuss special service needs. To make an appointment or obtain further information call 562-2131, Local 250.

TEST SUPERVISION

The college provides supervision for various tests required to enter universities, other institutions, or the professions.

These include:

- Allied Health Professions Admission Test (AHPAT)
- General Certificate of Education Examination
- University of London
- Graduate Management Admission Test (GMAT)
- Graduate Record Examination (GRE)
- Law School Admission Test (LSAT)
- Medical College Admission Test (MCAT)
- Miller Analogies Test (MAT)
- National Teacher Examinations (NTE)
- Scholastic Aptitude Test (SAT)
- Secondary School Admissions Test (SSAT)
- Test of English as a Foreign Language (TOEFL)
- Test of Spoken English (TSE)
- Others on request

For further information contact Student Services.

FINANCIAL ASSISTANCE

SCHOLARSHIPS, BURSARIES AND AWARDS FOR C.N.C. STUDENTS

GENERAL REGULATIONS

There are a number of sources of financial assistance for students at C.N.C.

To be eligible for assistance, a student must be enrolled full time in a program of studies. Students are advised to check with the Financial Aid Officer about regulations, deadlines for applications and other details. Unless otherwise stated, the CNC Application for Scholarships/Bursaries form will be used. Applications are available at the Student Services office and should be submitted to the Financial Aid Officer.

In general, scholarships are awarded on the basis of academic excellence or for high scholastic standing combined with other qualities of distinction. Occasionally, scholarships are awarded for academic excellence combined with financial need. Bursaries are awarded primarily on the basis of financial need and are normally intended for deserving students who require financial assistance and have satisfactory academic standing.

Except in unusual circumstances, students will not be awarded more than one scholarship or bursary per academic year.

BRITISH COLUMBIA STUDENT ASSISTANCE PROGRAM

CANADA STUDENT LOAN - PROVINCIAL GRANT

This is a comprehensive program of assistance for post-secondary students to ensure that British Columbia residents are not denied the opportunity to reach their educational objectives due to lack of funds.

PURPOSE

The purpose of the B.C. Student Assistance Program is to assist students whose resources are insufficient to provide for the cost of full-time post-secondary education. Funds provided under the program are intended to supplement, not replace, the student's own financial resources and those of the student's immediate family.

DISTRIBUTION OF FUNDS

The B.C. Student Assistance Program is composed of two inter-related components:

- (a) The Canada Student Loan Plan, funded by the federal government, allows for a repayable loan to a maximum of \$56.25 per week. (Amount subject to change.)
- (b) The British Columbia Provincial Grant Program, funded by the province, allows for a non-repayable grant up to a maximum of \$2,000 per educational year for single students, and \$2,400 for married students or single parents.

Generally, the first \$1,200 of assistance is in loan, with the balance being half loan and half grant. Loans remain interest free until six months after the student terminates full-time studies.

The amount of assistance awarded is based on assessed need as determined by the provincial authority.

ELIGIBILITY REQUIREMENTS

Eligibility for assistance requires enrolment in at least 60% of a full course load in a University Transfer or Technical program; or enrollment in a Vocational program of at least 12 weeks in length.

Applicants must be B.C. residents, as defined by the B.C. Student Assistance Program.

APPLICATION PROCEDURE

Applications are available through the Financial Awards Office at all public post-secondary institutions in the province.

It is in the applicant's best interest to **apply early**, at least two months prior to the beginning of the term or semester. Application submitted **after** the fourth week of the start of classes will be subject to a prorated assessment only.

Completed application forms should be submitted to the Financial Awards Office at the institution the student will be attending.

SCHOLARSHIPS AND BURSARIES

The College of New Caledonia Scholarship Fund

Scholarships in the amount of \$150 will be offered to full-time students in the University Transfer and Technical/Vocational Divisions who have completed the Fall Semester and are enrolled in the Winter Semester. The awards will be based primarily on academic achievement, although financial need may be considered.

APPLICATION DEADLINE: January 31.

C.N.C. Student Union Scholarships

The C.N.C. Student Union will award eight scholarships in the amount of \$200 each to full-time students completing the Fall Semester and enrolled in the Winter Semester at C.N.C. University Transfer students must have at least four (4) courses to qualify for the scholarships. The scholarships will be based on grades achieved during the Fall Semester with financial need taken into consideration.

APPLICATION DEADLINE: January 31.

C.N.C. Admission Bursaries

A limited number of C.N.C. Admission Bursaries in the amount of \$300 (tuition fees for 2 semesters) are available to new students planning to attend the College of New Caledonia in the Fall of 1983. Applicants should be a resident of the College Region for at least six months prior to commencement of the student's course of studies at C.N.C. and a graduate of a secondary school in the College region. Recipients must have a minimum G.P.A. of 2.00 (a "C" average) and a demonstrated financial need.

APPLICATION DEADLINE: May 31.

Northwood Pulp and Timber Ltd., Scholarships

Three scholarships of \$400 each, donated by Northwood Pulp and Timber Ltd., will be awarded annually to C.N.C. students. Scholastic excellence will be the only criteria for determining the recipients.

DISTRIBUTION:

1. One \$400 scholarship to a student continuing to the second term of a seven to twelve month program in the Vocational Division of the College of New Caledonia.
APPLICATION DEADLINE: January 31.
2. One \$400 scholarship to a student continuing to the third year of a degree program at a B.C. University.
APPLICATION DEADLINE: April 30.
3. One \$400 scholarship to a student entering the second year of the Data Processing option of the Business Administration program.
APPLICATION DEADLINE: September 30.

Vancouver Foundation Bursaries

Funds in varying amounts are available from the Vancouver Foundation to assist full-time students who require and merit financial assistance. Applicants should have identified career or academic objectives and demonstrated ability to reach their objectives.

APPLICATION DEADLINE: January 31.

Inland Natural Gas Ltd. Scholarship

Inland Natural Gas Ltd., offers a \$350 scholarship to a student who will be entering a second year Science program or a Commerce program at C.N.C. This award is restricted to a student whose home address is within the Company's distribution area.

APPLICATION DEADLINE: September 30.

B.C. Tel Awards

B.C. Tel will annually award four bursaries in the amount of \$250 each to academic, technical or vocational students. These bursaries will be awarded on the basis of solid achievement in studies and financial need, and are primarily for students in their second year of studies. However, the bursaries are also available to first year students in courses of less than two years duration and, in extraordinary circumstances, to first year students in programs of two years duration.

APPLICATION DEADLINE: September 30.

Russell Kenneth Dillabaugh Memorial Scholarship

The Willow-Ahbau Forest Association will annually award a scholarship in the amount of \$1,000. Candidates must have completed one year of full-time study at C.N.C. with a minimum G.P.A. of 2.75 and be planning to continue a course of study at CNC or another post-secondary institution. Sons and daughters of current employees and contractors of member companies will be given first consideration. Applicants will be considered on the basis of academic standing, financial need and citizenship. The recipient will be invited to a dinner meeting of the Association for formal presentation. Member companies include the following:

Carrier Lumber Ltd.
Dunkley Lumber
Netherlands Overseas Mills
Northwood Pulp & Timber Ltd.
Rustad Bros. & Co. Ltd.
Weldwood of Canada Ltd. (Quesnel)
West Fraser Mills Ltd. (Quesnel)

APPLICATION DEADLINE: March 31.

Society of Management Accountants of B.C.

The Society of Management Accountants of B.C. will provide a scholarship equivalent to R.I.A. fees (\$950) upon enrollment with the Society. This award will be granted to the graduating student with the highest average standing in Business 253 and 254 each year. It is hoped that this award will encourage students in their study of Cost and Management Accounting.

APPLICATION DEADLINE: April 30.

The Institute of Chartered Accountants of B.C. Bursary

A \$100 bursary shall be made available to a full-time student of the College of New Caledonia who has completed an appropriate course(s) in Accounting and is interested in becoming a Chartered Accountant. The student should have a "B" average or second class standing overall; have financial need, and meet any other criteria set by the faculty of the College.

APPLICATION DEADLINE: September 30.

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The Certified General Accountants' Association of British Columbia Scholarships

The Certified General Accountants' Association of B.C. offers two scholarships equivalent to the first year's tuition (approximately \$500) to each Community College in B.C. The scholarships are awarded on recommendation by the College and only those students who have obtained their diploma and have been admitted to the C.G.A. program will be eligible to accept the award.

APPLICATIONS should be submitted early in April.

Prince George Chartered Accountant's Association Scholarship

The Prince George Chartered Accountant's Association will donate a scholarship in the amount of \$300 to a student who has completed the pre-commerce year and is registered in a program of studies at C.N.C which lead to a degree in Commerce. The scholarship will be awarded on the basis of academic achievement with financial need being taken into consideration.

APPLICATION DEADLINE: September 30.

Credit Union Foundation Bursary

The Credit Union Foundation annually offers two bursaries in the amount of \$200 each to academic, technical or vocational students who might otherwise have difficulty completing their studies by reason of financial hardship. The recipients are to be Canadians residing in British Columbia and in attendance at C.N.C.

APPLICATION DEADLINE: January 31.

P.E.O. Sisterhood Award

The P.E.O. Sisterhood offers two awards in the amount of \$150 each to female students who are completing their first or second year at the College of New Caledonia and who are planning to continue their education either at C.N.C. or another institution of learning.

APPLICATION DEADLINE: January 31.

The University Women's Club Bursary

The University Women's Club of Prince George is offering a \$300 bursary to a mature female student enrolled in any full-time course of study at the College of New Caledonia.

APPLICATION DEADLINE: January 31.

Pulp, Paper & Woodworkers of Canada, Local 9 Bursary

The Pulp, Paper & Woodworkers of Canada, Local 9, annually makes available a bursary to a maximum of \$500 to cover the cost of fees and books for a student enrolled in a program of studies at C.N.C. Awards will be based on financial need. The applicant must be a member, or a son, daughter or spouse of a member of the Pulp, Paper & Woodworkers of Canada, Local 9. Please supply proof of membership with the application.

APPLICATION DEADLINE: September 30.

Prince George Medical Laboratory Bursary/Scholarship

The Prince George Medical Laboratory offers two Bursaries/Scholarships of \$300 each to be awarded annually to C.N.C. students entering the second year of the Medical Laboratory Technology Program. Selection of the winners will be based on sound academic achievement and monetary need. This award is restricted to students whose home address is in the College region.

APPLICATION DEADLINE: April 30.

The B.C. Lung Association Bursary

The Christmas Seal People award a \$500 bursary to a student entering the second year of the Diploma Nursing program. Selection will be made primarily on the basis of need, although grades will be taken into consideration.

APPLICATION DEADLINE: September 30.

Prince George, Cariboo & Central Transportation Club Scholarship (T.)

The Prince George, Cariboo & Central Interior Transportation Club annually awards a scholarship in the amount of \$200 to a student who has completed the first year and will be enrolling in the second year of either the Business Administration or the C.I.S. program at C.N.C. The award will be based on grades with financial need being taken into consideration. To be eligible, the student must reside in the area encompassed by Williams Lake to Fort St. John and McBride - Valemount to Smithers.

APPLICATION DEADLINE: September 30.

Finning Tractor & Equipment Co. Ltd. Business Administration Bursary

Finning Tractor and Equipment Co. Ltd. annually offers a \$300 Bursary to a deserving student entering the second year of the Business Administration program. Applicants should have a reasonable academic average and evidence of financial need.

APPLICATION DEADLINE: September 30.

Norman Steward Memorial Bursary

(Sponsored by the Prince George Central Lions Club)

A bursary of \$250 will be offered annually to a full-time student in the first year of the Business Administration Program. The award will be based on demonstrated need and an academic achievement of at least a 2.0 grade point average in the first semester.

APPLICATION DEADLINE: January 31.

Data Processing Management Association Bursary

The Data Processing Management Association is offering a \$100 bursary to a deserving student entering the third semester of the Computer Information Systems program.

APPLICATION DEADLINE: September 30.

The Institute of Accredited Public Accountants of B.C.

The Institute offers, as a scholarship, three free student memberships in the Institute of Accredited Public Accountants for a period of one year. The scholarship is available to a graduate of the first year business administration program of the College of New Caledonia who shows interest and promise in an accounting related career. The selection of candidates will be made by the Faculty of Business Administration of the College.

Prince George Construction Association Scholarship

The Prince George Construction Association is offering a \$250 scholarship to a student in the first year of the Construction Technology program. This award will be based on grades and will be presented in April.

APPLICATION DEADLINE: January 31.

Prince George Construction Association Bursary

The Prince George Construction Association annually offers a bursary in the amount of \$250 to a student in the first year of the Construction Technology program. The awards will be based on financial need and will be presented in April.

APPLICATION DEADLINE: January 31.

Council of Forest Industries of B.C. Northern Lumber Sector Scholarships

The C.O.F.I. awards annually two scholarships to the two top students completing the first year of the Forest Resource Technology program, and planning to enroll in the second year of the program at C.N.C. The student having the highest academic standing at the end of the first year will be awarded a scholarship in the amount of \$600, the second ranked student will be awarded a scholarship in the amount of \$400. Any student enrolled in the complete first year program in Forest Resource Technology is eligible for the C.O.F.I. Scholarships. Applications are not required; the top ranked students will be notified they have received an award following completion of their first year program of studies and enrollment in the second year of the Forest Resource Technology program.

Sam Ketcham-Phil Bodman Memorial Bursaries

The Northern Interior Lumber Sector of the Council of Forest Industries of B.C. will provide five \$100 bursaries. These bursaries are to be awarded to needy second year Forest Resource Technology students from the Northern Interior region, upon entering their second term with a 2.5 grade point average or better, and provided they are not the recipient of a scholarship or other grant which would eliminate the need for a bursary. The "Northern Interior Region" is from Valemount to Terrace and North from Prince George to the Yukon. It excludes Quesnel and points south.

APPLICATION DEADLINE: September 30.

Central Interior Logging Association Scholarships

The Central Interior Logging Association annually offers two scholarships of \$150 each to students who have completed the first year of the Forest Resource Technology program and are enrolled in the second year of the program at C.N.C. The awards are made on the basis of scholastic achievement and financial need. Applicants should have their permanent residence in the Central Interior area east of Hazelton, B.C.

APPLICATION DEADLINE: September 30.

Howard J. Lloyd Logging Ltd. Scholarship

Howard J. Lloyd Logging Ltd. annually makes available funds in the amount of \$100 to be distributed to a student completing the first year of the Forest Resource Technology program and planning to enroll in the second year of the program at C.N.C. The awards are made on the basis of scholastic achievement and financial need.

APPLICATION DEADLINE: September 30.

The Pas Lumber Company Ltd. Bursaries

The Pas Lumber Company Ltd. will annually award two bursaries in the amount of \$250 each to students enrolled in the first year of the Forest Resource Technology program. The awards will be restricted to students who have been out of high school for at least one year and who have financial need.

APPLICATION DEADLINE: September 30

Leslie Kerr Memorial Scholarship

Lignum Limited, founded by Mr. L.J. Kerr, offers a scholarship in the amount of \$250 to a worthy student with suitable grades who graduates from Secondary School in School District 27 and is enrolled in the C.N.C. Forest Resource Technology program.

San-Mac Supply & Rental Ltd. Scholarships

San-Mac Supply & Rental Ltd. annually donates \$500 to provide five scholarships in the amount of \$100 each to outstanding students completing the Entry Level Training program in the Trades.

Outstanding students will be selected by the Instructors immediately prior to completion of the program, at which time the scholarships will be awarded.

Central Interior Chapter of The Welding Institute of Canada Scholarship

The Central Interior Chapter of the Welding Institute of Canada will donate a \$200 scholarship to a graduating student of a modular welding training program of no less than five months duration. This scholarship will be presented in the spring of each year. The recipient will be selected by the scholarship committee at C.N.C.

APPLICATION DEADLINE: January 31.

AWARDS

The following awards are presented to students who have excelled in some particular area of a program of studies at C.N.C. Applications are not necessary; the awards are made on recommendation of Faculty.

Governor General's Silver Medal Award

The Governor General's Silver Medal is awarded annually to the most outstanding student graduating from a program of studies of at least two years duration at the College of New Caledonia.

Lieutenant-Governor of B.C. Medal Award

A medal in the name of the Lieutenant-Governor of British Columbia will be awarded annually to a student registered in a substantial vocational or career program of studies of less than two years duration. The student chosen will be one who has not only excelled in his/her studies, but has also contributed in a positive way to the life of the College or the Community.

Dental Assisting Awards (V.)

The Louise Backman Award for an exceptional Project in the Advancement of the Dental Assisting program - donated by Mrs. Louise Backman, Instructor.

The Prince George Dental Association Award for Outstanding Practical Achievement - donated by the Prince George Dental Association.

The Prince George Dental Assistants' Association Award for highest class standing - donated by the Prince George Dental Assistants' Association.

SCHOLARSHIPS AND BURSARIES AVAILABLE TO C.N.C. STUDENTS ADMINISTERED BY OTHER ORGANIZATIONS

The scholarships and bursaries listed in this section are available to C.N.C. students, often in competition with students attending other institutions. These awards are administered by organizations outside the College. Contact the Financial Aid Officer for further information and application procedures.

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University of British Columbia Entrance Scholarships/Bursaries

The John B. MacDonald Alumni Bursaries

The John B. MacDonald Alumni Bursaries - In honour of Dr. John B. MacDonald, President of the University of B.C. from 1962-1967, the UBC Alumni Association offers bursaries in the amount of \$350 each to students entering the University of British Columbia in the fall from Regional Colleges in B.C. The bursaries are available to students who have demonstrated a sound academic ability and have a financial need.

APPLICATION DEADLINE: July 1.

Norman A.M. Mackenzie Alumni Regional College Scholarships

Eight scholarships of \$600 each are offered to students proceeding from the second year of regional college to the University of British Columbia. They are available only to students with high scholastic standing (minimum overall average required 75%) whose ordinary private domiciles, homes, or residences are in British Columbia.

APPLICATION DEADLINE: July 1

University of Victoria Entrance Scholarships

T. S. McPherson Scholarships

Up to four T. S. McPherson Scholarships will be awarded to students of exceptional promise entering the University of Victoria directly from British Columbia secondary schools or community colleges: normally one of the four scholarships will be reserved for a community college student.

The scholarships will have an annual value of \$1,500 and will be renewed if the student maintains a grade point average of 7.5 or higher. Candidates must have a very high academic record in their last two years at college.

APPLICATION DEADLINE: April 1

President's Regional Entrance Scholarship

Four scholarships of five hundred dollars (\$500) are awarded annually within each college region in British Columbia to students with high academic standing and broad interests who are entering the University of Victoria directly from British Columbia Secondary Schools or regional colleges. Normally one of the four scholarships in a region is reserved for a college student.

The assessment of the academic standing of the secondary school students will be based on both secondary school courses and Provincial Scholarship Examination results. The assessment of regional college students will be based on college course results.

A student becomes a candidate for a scholarship by nomination solicited annually by the University of Victoria from the principals of secondary schools and regional colleges in British Columbia. Recipients will be selected by the Senate Committee on Awards, and they will be announced after the release of the Provincial Scholarship Examination results in the summer.

Simon Fraser University Regional College Entrance Scholarships

A number of scholarships ranging in value up to \$150 will be available to students entering Simon Fraser from regional, junior or community college. Candidates will be evaluated according to their academic achievement at the college.

Candidates should submit an application to the Financial Aid Office. It is recommended that students apply six to eight weeks before the semester in which they enroll; however, applications may be submitted up to the first day of classes.

Simon Fraser University Awards

Athletic awards are based on a good academic record and excellence in athletic activity.

The awards are made for a period of one semester. A student

may reapply or be renominated for an Award for a subsequent semester. Awards vary in amount, not to exceed \$300 and will consist of tuition and fees up to a maximum of 15 hours.

Lloyd Brothers Bursaries

Lloyd Brothers Bursaries in amounts from \$200 to \$400 are available to students in the Arts & Science and Technical Divisions at the College of New Caledonia. Students must be in financial need and show an ability to achieve the educational objective for which the scholarship is requested. Applicants must be residents within School District No. 57.

APPLICATION DEADLINE: April 30.

Karl Anderson Foundation

The Karl Anderson Foundation offers bursaries in the amount of \$200 to assist male graduates of Prince George High School to obtain a university or college education. Applicants must possess sufficient merit and distinction and must be in need of financial assistance.

APPLICATION DEADLINE: August 15.

Royal Canadian Legion Bursaries

Prince George Branch No. 43, Pacific Command, The Royal Canadian Legion and the Ladies Auxiliary have set aside \$3,000 for Bursaries for the year. These Bursaries will be divided into six (6) awards at \$500 each. In awarding Bursaries, the Committee is looking for the average student who has successfully passed Grade XII and will have some difficulty in financing his Vocational School or Technological Institute where High School graduation is a requirement; Second, Third, or Fourth Year University. Applicants must be a son or daughter of a veteran (not necessarily a Legion member) and show proof of service of parent.

APPLICATION DEADLINE: May 31.

The Royal Arch Bursaries

Several bursaries up to \$500 each, have been established by the Royal Arch Masonic Order to give assistance to children of members in good standing, or of deceased members, of Chapters of the Order in B.C. and the Yukon Territory, who need assistance in continuing their education. Consideration will be based primarily on the need of the applicant and secondarily on relative academic achievement.

APPLICATION DEADLINE: July 15.

British Columbia Athletic Awards

Fifteen British Columbia Athletic Awards, each in the amount of \$750 will be provided from the British Columbia Physical Fitness and Amateur Sports Fund and are designed to provide assistance for British Columbia athletes to pursue their athletic and academic careers at post-secondary educational institutions in British Columbia. For regulations contact the Financial Aid Officer.

APPLICATION DEADLINE: June 1.

Hockey Canada Bursary

The Hockey Canada Bursary Program has been established to encourage young men in the pursuit of post-secondary education and the development of proficiency in the game of hockey. These bursaries are open to Canadian citizens or students who have held immigrant status for at least one year and who have graduated from a secondary school or who are presently enrolled or have been enrolled in a post-secondary institution. Qualified applicants are granted awards in the amount of \$300.

APPLICATION DEADLINE: January 31.

Association of Universities and Colleges of Canada Entrance Awards

A member of entrance awards administered by the Association of Universities and colleges of Canada. Students are eligible to apply for these awards by virtue of their parents' employment with

the relevant donor companies. All awards are tenable for any recognized full-time degree course at any Canadian university or college which is a member of the Association of Universities and Colleges of Canada. Candidates must be prepared to enter university or college in the year of competition.

APPLICATION DEADLINE: June 1.

Margaret Sinn Bursaries

As a bequest from the Margaret Sinn Estate, a limited number of bursaries of not less than \$100 each are available annually to provide financial assistance to students who have successfully completed at least one academic year (8 months) in a school of nursing in British Columbia.

Each recipient will sign a statement agreeing to return the bursary to the Registered Nurses' Association of British Columbia should she be unable to use the money for the forthcoming year of study in nursing.

APPLICATION DEADLINE: July 15.

The Prince George and District Dental Society

The Prince George and District Dental Society offers a Bursary of \$300 to a graduate of a Senior Secondary School in, or to a student whose permanent residence is in that part of the County Cariboo called "Prince George and District". The student must be planning to study Dentistry or be currently studying in a Faculty of Dentistry.

British Columbia Cultural Fund

A scholarship program has been established by the Province of British Columbia to assist in the fine arts education of promising British Columbians. Three types of awards are offered. Junior tuition awards, to a maximum of \$500 each, are tenable for a maximum of four years of full-time study, up to and including second year of a university or college programme. Preference is given to students attending fine arts schools and academies in British Columbia or other Canadian provinces. Senior tuition awards, to a maximum of \$1,500 each, are tenable for a maximum of four years of full-time study for course work programs after completion of second year university degree or professional diploma program. Five professional study awards of \$5,000 each for specified advanced performance or professional training.

B.C. Government Employees Union Student Scholarship

B.C. Government Employees Union offers annual scholarships consisting of five awards worth \$1,000 each for students related to B.C.G.E.U. members in good standing or relatives of deceased or retired members, i.e. spouse, parent, child, brother, sister, grandchild. Applicant must be registering in a B.C. institution for post-secondary or post-graduate studies for courses of 8 months or longer. Students must have an academic standing of C+ or better. For detailed regulations contact the Financial Aid Officer.

APPLICATION DEADLINE: March 31.

British Columbia Association for the Mentally Retarded Bursaries

Bursaries in various amounts are offered by the British Columbia Association for the Mentally Retarded to students in education, medicine, nursing, psychology, and social work in graduate or under-graduate programs who:

- a) are undertaking a full year, part-time or summer school courses at a recognized University or College.
- b) intend to pursue studies related to Mental Retardation.

Awards will be made on the basis of combined academic standing and need.

APPLICATION DEADLINE: July 15 and December 15.

Multiple Sclerosis Society Bursary

The local branch of the Multiple Sclerosis Society is offering a bursary to the amount of \$150 to assist students from families where there is a parent (or a deceased parent) with multiple sclerosis. The applicant's family must be residing in School District No. 57. Applicants must be seeking financial aid for post-secondary training in any accredited university, regional college, vocational or technical institute. The successful applicant will be chosen on the basis of financial need and desire for continuing education rather than scholastic standing.

APPLICATION DEADLINE: May 31.

The Lord Strathcona Fund

The Lord Strathcona Fund provides financial assistance to female students who were born in Great Britain, Scotland, Ireland or Wales.

The William E. and Emily Ross Fund

The William E. and Emily Ross Fund provides bursary support for handicapped students studying at the post-secondary level in B.C.

Canadian Army Welfare Fund Bursaries

Canadian Army Welfare Fund Bursaries are available to assist dependents of former members of the Canadian Army to obtain a post-secondary education by providing financial assistance primarily for tuition and text books. All applications must be dependents of former members of the **Canadian Army** (Regular) who served between 1 October, 1946 and 31 January, 1968. The main criteria governing the selection of students for bursaries will be financial need and scholastic ability.

APPLICATION DEADLINE: July 1

Summer Language Bursary Program

Students wishing to improve their knowledge of one of Canada's two Official Languages, will have an opportunity this summer to participate in the Summer Language Bursary Program under the auspices of the Federal Government and Provincial Governments. This six to seven week course is designed to encourage bilingualism among young Canadians at the post-secondary level and will be implemented in selected institutions offering French and English summer classes in Second Languages throughout Canada. These bursaries, to a maximum of \$850 which will defray the costs of tuition and room and board for the duration of the course, will be paid directly to the Institution by the Council of Ministers of Education, Canada and the Provincial Departments of Education.

Cal Callahan Memorial Bursary

The Pipe Line Contractors Association of Canada offers a bursary, or bursaries, to the total of \$2,000 awarded annually, to sons and daughters or legal wards of persons who derive their principal income from the Pipeline Industry and whose employers are members of the Association. The purpose of these bursaries is to give financial assistance to students who are beginning undergraduate studies in a full program leading to a degree or certificate in any field, at a recognized University or College in Canada.

APPLICATION DEADLINE: September 30.

Imperial Oil Higher Education Awards

Imperial Oil Limited offers annually free tuition and other compulsory fees to the children of employees and annuitants who proceed to higher education courses. Initial awards, or renewal of awards, are restricted to students under twenty-five years of age on the date of registration for any undergraduate year. To qualify, a student must attain an average mark of 70% or higher in the appropriate secondary school examinations in the subjects required for admittance to the approved institution, or must have attained an average of 70% or more in a college year upon which application is based.

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First Citizens Fund

This fund is available to Indian students of B.C. (status or non-status) who are continuing beyond Secondary School on academic or vocational programs. Awards are made on the basis of educational potential, community involvement, leadership, and financial need. This assistance is for living expenses. Sums of up to \$500 for status Indians and \$700 for non-status Indians can be awarded per academic school year.

The B.C. Indian Arts Society Memorial Bursary

Two bursaries of \$150 each will be awarded annually by the B.C. Indian Arts Society in memory of those Indian Canadians who gave their lives in either World War. Native Indians or non-status Indian applicants must be from the Province of British Columbia and must be planning to enter one of the established universities or colleges in British Columbia or some recognized technical school or other training centre.

Native Law Students Programme

Financial assistance is made available to or on behalf of Metis and non-registered Indian (Native) students by the Department of Justice to encourage Native people to enter the legal profession. Similar financial support is available from the Department of Indian and Northern Affairs for registered Indians and Inuit students. Assistance covers costs such as living expenses, textbooks and supplies, travel and moving, tuition fees, etc. Further information may be obtained from the Financial Aid Officer.

Mungo Martin Memorial Awards

The subject awards will be made annually from the proceeds of the Mungo Martin Memorial Fund,

Awards are to be made in any amount or amounts in any year within the limitations of available funds at the sole discretion of the Trustees. (Awards normally expected to be from \$50 to \$300.) The purpose of the awards is to assist people of Indian racial background to further their education, vocational training, skills and competence in arts, handicrafts, and other worthy endeavours.

The Fairbridge Society Bursaries

A number of bursaries, up to approximately \$500 each, are offered each year to children of former members of the Prince of Wales Fairbridge Farm School, Duncan, B.C. These bursaries are available to students at a recognized institution of learning.

Sons of Norway Foundation in Canada

Three scholarships of \$600 each are offered by Sons of Norway Foundation in Canada to students who have shown interest in Norwegian Culture, History, or Language. They are open to students who show evidence of sound academic performance and financial need.

APPLICATION DEADLINE: July 30.

Rotary Foundation Awards for International Understanding

An opportunity for study abroad is available from the Rotary Foundation of Rotary International to outstanding young men and women who are interested in world affairs and who can fulfill a dual role of student and "ambassador of good will". Rotary Foundation Graduate Fellowships, Undergraduate Scholarships, Technical Training and Teachers Awards offer qualified students, technicians and teachers of the handicapped an opportunity to contribute to better understanding between the peoples of their home and host countries while pursuing their own career interests. An award covers round trip transportation, educational, living and miscellaneous related expenses for one academic year, plus in certain cases, a period of intensive language training in the study country prior to the commencement of the regular academic year.

Awards are made for study in most any field and are tenable in countries in which there are Rotary Clubs. A candidate for a Rotary Foundation educational award must be an outstanding student and must demonstrate personal qualities of leadership, initiative, enthusiasm, adaptability, maturity and seriousness of purpose.

APPLICATION DEADLINE: January.

The British Columbia Forest Products Limited Regional College Scholarships

Up to eight scholarships of \$250 are offered by British Columbia Forest Products Limited to legal dependents of employees of the Company who, by June 30th of the year in which the awards are made, have or will have served with the Company for at least one year. They are open to students proceeding in the fall from Grade XII to a full program of studies at a regional college. Further information may be obtained from the Financial Aid Officer.

International Year of Disabled Persons Bursaries (For the Fall of 1983)

In recognition of the International Year of Disabled Persons, these bursaries were created to financially assist students with disabilities and will be awarded on merit and the basis of financial need. Several annual bursaries of \$500 each will be available. To be eligible, the disabled students must be residents of B.C., Canadian Citizen or Landed Immigrant. Application forms can be obtained by contacting the Grant Co-ordinator, B.C. Paraplegic Foundation, 780 S.W. Marine Drive, Vancouver, B.C. V6P 5Y7.

A brochure containing full information on the various sources of financial assistance available to students may be obtained from the Financial Aid Office. In addition to the scholarships, bursaries, and awards donated by various individuals and organizations, the following financial assistance is available to students:

SPECIAL ASSISTANCE PROGRAM

This program is to provide financial assistance to students who do not qualify under the regular British Columbia Student Financial Assistance Program. This program is not intended to provide funds to cover normal maintenance but rather to cover expenses which are of a direct result of the applicant taking a course of studies, such as tuition, and books. The maximum assistance available will be \$350 per educational year (\$150 per semester) and will be in the form of a grant.

Students enrolled in the following courses are eligible to apply:

- A Less than 60% of a full-time program of credit courses leading to a certificate, diploma or first degree;
- B Technical/Vocational courses at public post-secondary institutions of less than 26 weeks in duration;
- C B.T.S.D.

Further information and application forms may be obtained from the Financial Aid Officer.

THE WORK-STUDY PROGRAM

The Work-Study Program is designed to provide on-campus work experience for students requiring financial assistance while attending a post-secondary institution.

A limited number of part-time on-campus jobs, averaging 5 to 15 hours per week, may be made available to post-secondary students.

For further information, contact the Financial Aid Officer.

ABE STUDENT ASSISTANCE PROGRAM

The ABE Student Assistance Program has been established to give financial aid to Adult Basic Education students. This program will assist **needy students** with

direct educational costs, such as tuition fees, books and related expenses.

Applicants must be British Columbia residents, that is, B.C. must be the province in which they have last resided for 12 consecutive months.

Students receiving maintenance assistance from another government agency, such as Human Resources, Canada Manpower or Department of Indian Affairs, must apply for educational funding from that agency.

Students who will be registering for ABE classes at CNC in Prince George should see the Financial Aid Officer if they require financial assistance. Students planning to register for classes in region should see the Area Director.

B.C. YOUTH FOUNDATION LOANS

Interest free loans are made by the B.C. Youth Foundation to bona-fide B.C. young people to a maximum age of thirty. Loans may be for fees, books, and/or monthly allowance to assist with living expenses where the applicant is not living at home. Students who are unable to qualify for a Canada Student Loan may apply for a loan from the B.C. Youth Foundation. A suitable adult guarantor is required.

Further information may be obtained from the Financial Aid Officer.

TRAINING ALLOWANCES FOR THE PHYSICALLY, PSYCHOLOGICALLY, OR SOCIALLY HANDICAPPED

Financial assistance is available through Community Vocational Rehabilitation Services in the Ministry of Health. The assistance is made available under the Vocational Rehabilitation of Disabled Persons Act to any individual who is incapable of pursuing regularly an occupation which meets his basic economic needs.

Assistance is not limited to people in vocational training only; academic and technological course work is also endorsed when there is firm evidence that this level of training is required to assist the individual to become employable.

It should be noted that such assistance must be part of a rehabilitation plan approved by the service. Please address enquiries to:

Rehabilitation Consultant
Northern Interior Health District Centre
1444 Edmonton Street
Prince George, B.C. V2M 6W5
Telephone 563-1631

CANADA EMPLOYMENT AND IMMIGRATION COMMISSION (CANADA MANPOWER)

CEIC will sponsor students in certain approved Vocational programs which lead directly to employment. To be eligible, a person must be at least 16 years of age and have been out of school for at least one year. If approved for training, CEIC will pay tuition fees and a maintenance allowance. Apply at your local CEIC Office.

ROTARY EMERGENCY LOAN FUND

The Prince George Rotary Club has donated a sum of money from which students may be granted emergency short term loans of up to \$100.

Applications will only be accepted from students who have exhausted all other avenues of financial assistance, but require a small loan for emergency purposes and can give specific assurance that the loan will be repaid within the time specified on the application.

Application should be made at the Counselling Centre or Financial Aid Office.

CNC SUBSIDY

The College Board has established an accommodation subsidy for in-region students whose permanent home residence is at least 50 km from the College and who are renting accommodations in Prince George. The College region comprises four School Districts: 28 (Quesnel), 55 (Burns Lake), 56 (Nechako) and 57 (Prince George). To qualify for the subsidy students must be enrolled in 9 or more credits, or a specified full-time program of at least 15 weeks duration. Students receiving assistance from a government agency such as Canada Manpower, Unemployment Insurance Commission, Ministry of Labour, or Department of Indian Affairs are not eligible for the CNC Subsidy.

No students shall receive the CNC Student Subsidy until either the end of the first semester, or, in the case of vocational students at the halfway point, and must achieve a minimum grade point average of 2.5. These students would then receive the allowance on a monthly basis thereafter for the rest of the year.

The subsidy is paid to qualifying students who are in regular attendance at the following rates:

Students enrolled in 9 credit hours - \$85.00 per month.

Students enrolled in more than 9 credit hours or in a full-time program of at least 15 weeks - \$125.00 per month.

Application forms are available from the Financial Aid Office and should be submitted at the start of classes.

CNC Day Care Subsidy

A subsidy of \$40 per month may be available to full-time students who place their children in the CNC Day Care Centre. In order to qualify for the Day Care Subsidy, students must be receiving assistance from the Ministry of Human Resources or qualify for some form of student assistance, such as the Canada Student Loans Program. Students should apply to the Financial Aid Officer.

ADULT BASIC EDUCATION PROGRAMS

These College programs are designed for people who want to acquire basic literacy skills, to complete a secondary school education, or to learn how to compete more successfully in the labour market. Successful completion of such programs will prepare students for admission to vocational training or post-secondary studies and/or for actively seeking employment.

All of the following components of the ABE program are offered on the Prince George campus and most are offered at major centres in the College region through the Continuing Education Division.

BASIC LITERACY PROGRAMS

VOLUNTEER ADULT LITERACY TUTORING (VALT)

The College's VALT program provides one-to-one tutoring for adults who wish to acquire basic reading skills to the Grade 5 level. There are two elements to this program: First, the College provides training in literacy tutoring for volunteers from the community who wish to serve as tutors. Training sessions for tutors are usually held every three months. Second, the College assesses the need for tutoring of adults who require basic reading skills and pairs them with trained tutors. The students and their tutors usually meet for two to four hours per week at times and places of their choosing.

ADMISSION REQUIREMENTS: For tutors; The desire to work with an adult requiring basic reading skills and the commitment to provide such services on a volunteer basis.

For Students: The need for basic reading skills; a lack of serious learning disabilities.

COMMENCEMENT DATES: Tutor training sessions will be held in the fall, winter and spring. For information on times and locations, contact the ABE Division.

Students start in the program when a trained tutor is available for them.

FEES: There are no fees for this program.

ABE BASIC UPGRADING PROGRAM

Course work in Basic Upgrading concentrates on communications (English) and Mathematics.

ABE I (grades 1-5) English 010
Mathematics 010

ABE II (grades 6-8) English 020
Mathematics 020

ADMISSION REQUIREMENTS: Applicants must be 18 years of age.

Placement testing will be required of students entering basic literacy courses so that appropriate course work can be assigned.

Sponsorship for ABE II studies may be available through C.E.I.C. (Canada Manpower) - ask for the BTSD (Basic Training for Skills Development) program - or through other agencies.

LENGTH OF PROGRAM: Program length varies to suit individual needs. ABE I and ABE II studies may require up to five months each.

COMMENCEMENT DATES: On-campus ABE II programs are offered year round, with monthly admissions; level I courses are offered from September to April, with monthly admissions. For information on regional courses, contact the local office of the College's Continuing Education Division.

FEES: Tuition: \$50.00 per course
Lab/Materials: \$25.00
Student Association: Full-time \$12.80
Part-time \$3.20
Registration: \$15.00
I.D. Card: \$1.00

ACADEMIC UPGRADING PROGRAMS

Students who need to complete certain prerequisites of CNC vocational, technological, or university programs may enroll in academic upgrading programs on a full or part-time basis. Studies in English, mathematics, and the sciences through the level of secondary school completion are offered.

ABE III (grades 9-10) English 030 (three courses)
Mathematics 030

Science 030 constitute full-time study)
ABE IV (grades 11-12) English 040 English
Mathematics 040 Mathematics and
Biology 040 two sciences
Chemistry 040 constitute full time
Physics 040 study)

ADMISSION REQUIREMENT: Applicants must have basic English and Mathematics skills, **must be 18 years of age.**

Placement testing will be required of students entering academic preparation programs so that appropriate course work can be assigned.

Sponsorship for ABE III and ABE IV studies may be available through C.E.I.C. (Canada Manpower) - ask for the BTSD (Basic Training for Skills Development) program - or through other agencies.

LENGTH OF PROGRAM: Program length varies, depending on individual needs. ABE III studies usually require four months. ABE IV studies usually require six months.

COMMENCEMENT DATES: On-campus ABE III and ABE IV programs are offered year round. Admission to day-time programs are accepted monthly. Evening programs begin in September and January. For information on regional courses, contact the local office of CNC's Continuing Education Division.

FEES: Tuition: \$50.00 per course
Student Association: Full-time \$12.80
Part-time \$3.20 per course
Registration: \$15.00
I.D. Card: \$1.00

BASIC TRAINING FOR SKILLS DEVELOPMENT (BTSD)

Basic training for Skills Development (BTSD) is another title for Basic Literacy and Academic Preparation programs. Admission criteria for other College programs often mention completion of a certain level of B.T.S.D. as a requirement.

Students completing full-time studies in one of the levels of the Basic Literacy or Academic Preparation programs will receive a certificate of completion for the B.T.S.D. program at that level.

Sponsorship for the B.T.S.D. program may be available through C.E.I.C. (Canada Manpower). C.E.I.C.'s requirements for sponsorship differ from the College's admission criteria for these programs. If you wish to be sponsored by C.E.I.C. for a level of studies in Basic Literacy or Academic Preparation, contact your local C.E.I.C. office and inquire about the **B.T.S.D. Program.**

GRADE 12 EQUIVALENCY TESTS (GED)

The General Educational Development (GED) Tests are used to award a secondary school (Grade 12) equivalency certificate. This secondary school certificate is often used for employment, job advancement, and admission to educational programs. The tests cover writing skills, social studies, science, reading skills, and mathematics.

ADMISSION REQUIREMENTS: Applicants must meet the following three requirements at the time of application:

- Minimum age of nineteen.
- British Columbia residency of at least six months immediately preceding the date of application to write.
- Out of school for at least one full academic year.

COMMENCEMENT DATES: The GED Tests are administered at CNC approximately eight times a year. Preparation classes (CNC 150-0) are held prior to each test. The classes are for five weeks (45 hours) and stress English and mathematics. For information on regional courses contact the local office of C.N.C.'s Continuing Education Division

ENGLISH LANGUAGE TRAINING PROGRAMS

A variety of programs in "English as a Second Language" are offered by the Division. These courses will help new Canadians or others who have problems in reading, writing, or speaking English.

Students entering the program may be asked to write placement tests assessing their skills in English so that they may be placed at the appropriate level of study.

Full-time Courses

Beginners Courses:

Designed for those with no skills in English. Participants will learn pronunciation, intonation, and stress patterns of speech. Class discussion is encouraged to help develop conversational English. Sessions will be supplemented with guest presentations, films, audio tapes, and tours.

LENGTH OF PROGRAM: 6 months (full-time).

COMMENCEMENT DATE: September. Additional courses may be offered during the year as demand requires.

FEES: Tuition \$100.00
Student Association: \$12.80
Registration \$15.00
I.D. Card \$1.00

Part-time Courses

Part-time courses are offered as demand arises.

Beginners' Courses: Cover the material described above.

Intermediate Courses: Designed for those with a basic understanding of English.

Advanced Courses: Offered to those wishing to upgrade their writing and speaking skills to a college entrance level.

COMMENCEMENT DATES: September and January. Additional courses may be started during the year as demand requires.

FEES: Tuition \$35.00
Registration \$15.00

VOCATIONAL PREPARATION PROGRAMS

A wide range of courses in career planning and job readiness training will be held throughout the year. For further information contact Continuing Education at 562-2131, Local 202.

Planning Your Future

An 8 week programme designed to help you develop the skills necessary for effective personal career/life planning, as well as getting and keeping employment. Content will include communication, listening and interview skills; identifying career interest and skill areas, as well as creative job search techniques. Emphasis is placed on learning by doing. Upon completion you will be able to determine where you want to go with your life, and will have been exposed to the skills to get you there.

FEES: Tuition: \$50.00
Registration: \$15.00

Job Action

A one week programme designed for individuals who have some awareness of their career interests, aptitudes, and skills. The focus is on translating this information into strategies for securing employment. Skills covered include creative job search techniques, obtaining employment interviews, interviewing skills, obtaining job leads, using the telephone to get interviews, and resume writing.

FEES: Tuition: \$15.00
Registration: \$15.00



ADULT BASIC EDUCATION PROGRAMS ADMISSIONS AND REGISTRATION

ADMISSION REQUIREMENTS

Admission requirements may vary. Please check the **ADMISSION REQUIREMENTS** for each program.

ADMISSION PROCEDURES

For Volunteer Adult Literacy Tutoring (VALT):
Contact VALT Coordinator at 562-2131 Loc. 288.

For ABE Basic Upgrading and Academic Preparation Programs:

- (i) Write or inquire at the Registration Office for Continuing Education for an application form.
Registration Office (Continuing Education)
Student Services
College of New Caledonia
3330 22nd Avenue
Prince George, B.C. V2N 1P8
562-2131 Loc. 359 or 562-3532
- (ii) The completed application form should be submitted to the College.
- (iii) These programs may require pre-testing for placement. Applicants will be assigned a test date upon receipt of the application.
- (iv) Persons requiring program advice are encouraged to consult with a counsellor.
- (v) Students must register at the time indicated on their permission to register letter. Registration is not complete until all fees have been paid.
- (vi) Students contemplating changing courses should consult with a counsellor. All course and section changes require College approval.
- (vii) To withdraw from a course students should have the instructors complete a Course Drop form and submit it to the Registration Office for Continuing Education.

For Grade 12 Equivalency tests (GED), English Language Training, and Vocational Preparation Programs:

- (i) Inquire at the Registration Office for Continuing Education (level two, Vanderhoof Building).
562-2131 Loc. 359 or 562-3532

- (ii) Applicants must pay for programs at the time of application.
- (iii) Persons requiring program advice are encouraged to consult with a counsellor.
- (iv) To withdraw from a course, return the Income Tax Receipt to the Registration Office for Continuing Education.

PRIORITY

ALL APPLICANTS ARE URGED TO APPLY FOR ADMISSION AS EARLY AS POSSIBLE AS FIRST PRIORITY MAY BE GIVEN TO THE EARLIEST APPLICANT.

SPECIAL ADMISSION

Special admission may be granted to enter a program or course where the admission requirements or course prerequisites have not been met upon the written recommendation of a counsellor and the instructor with the signed authorization of the appropriate Director or Dean.

WITHDRAWAL

A student who has completed less than 50% of the course work may withdraw without academic penalty.

A student who has completed 50-75% of the course work and who has maintained a "C" grade, or better, may withdraw without academic penalty.

A student who withdraws after completing more than 75% of the course work will receive an "F" grade. The assignment of the "F" grade may be appealed through the appropriate Dean.

NOTE: Students who withdraw after the final withdrawal deadline will receive an "F" Grade.

Students have the right to appeal any Grade assigned by the College.

TERMINATION

A student who accumulates 5 days of unexcused absences may be terminated from the course by the Dean upon recommendation of the instructor.

READMISSION

A student who received a "TER" Grade must have the appropriate Dean's permission for readmission to the College.

A student who withdraws from a course and applies for readmission will be placed on the bottom of the waiting list for that course.

ADULT BASIC EDUCATION FEES AND EXPENSES

FEES

Fees may vary. Please check the FEES for each program. No fees will be charged to Senior Citizens.

CANADA EMPLOYMENT AND IMMIGRATION COMMISSION SPONSORSHIP

Canada Employment and Immigration Commission purchases spaces in some programs. Before applying for admission as a fee paying student, you may wish to check with your local CEIC Office to determine your eligibility for sponsorship by CEIC.

For information on those programs which are eligible for sponsorship by CEIC, call the CNC Counselling Centre or your local CEIC Office.

SPONSORED STUDENTS

Students whose fees will be paid by sponsoring agencies will be required to present a letter to this effect from the agency concerned at the time of registration.

ABE STUDENT ASSISTANCE PROGRAM

ABESAP is a provincially sponsored program established to give financial aid to Adult Basic Education students enrolled at Secondary/Post-Secondary institutions. This program will help needy students with direct educational costs such as tuition, books, supplies and related expenses. Contact the Financial Aid Officer.

PAYMENT OF FEES

Tuition and Student Association fees are collected at the time of registration. Canada Employment sponsored students must pay the \$15.00 Registration Fee, the Student Association Fee, and the \$1.00 I.D. Card Fee. Other sponsored students may present a letter from the sponsoring agency promising payment.

Students who are unable to pay their fees at the time of registration and who are unable to obtain financial assistance from the Financial Aid Officer will not be permitted to register, unless prior approval is obtained from the Dean of Student Services

MISCELLANEOUS FEES

Grade Appeal	\$5	Locker Rental	2
Transcript	5	Duplicate Permission to register	1
Duplicate Diploma	5	Duplicate Grade Statement	1
I.D. Card Duplicate	1	Duplicate income tax receipt	1

NOTE: Some courses may require an assessment for supplies and activities required as part of the course.

HOUSING AND MAINTENANCE EXPENSES

The average cost for room and board in Prince George is \$250 - \$350 per month.

REFUNDS

A complete refund of fees is made only when a course or program is cancelled.

SCALE OF WITHDRAWAL REFUNDS:

- a) An 80% refund of fees will be made if the student withdraws within two weeks after commencement of classes or prior to completion of 15% of the course in courses/programs less than 4 months in length.
- b) A 50% refund of fees will be made if the student withdraws within the third or fourth week after commencement of classes or prior to completion of 25% of the course in courses/programs less than 4 months in length.
- c) No refund will be made if the student withdraws more than four weeks after commencement of classes, or after 25% of the course has been completed in courses/programs less than 4 months in length.

ADULT BASIC EDUCATION GRADES AND TRANSCRIPTS

EVALUATION AND GRADING

To ensure maximum involvement of the student in the learning process, CNC follows a policy of continuous evaluation in determining grades. All final grades are issued by the college through the office of the Registrar.

GRADES

Alphabetic symbols may be used to report academic success.

LETTER GRADE

- A Outstanding achievement
- B+ Good achievement
- B Good achievement
- C+ Satisfactory achievement. The lowest standing on which to base further study in a discipline.
- C Satisfactory achievement. The lowest standing on which to base further study in a discipline.

- P Pass. Standing below that required for further study in a discipline. Permission is required to continue in a sequential course.
- F Fail. Unsatisfactory achievement.
- G A student who has demonstrated comprehensive mastery of a course but because of illness or family affliction is unable to complete a final assignment or unable to sit a final examination, may be awarded "Aegrotat" standing. The "G" designation, followed by a regular letter grade, indicates appropriate credit will be given for the course.
- N A student who completes no assignments for grading and who fails to officially withdraw from the course will receive an "N" grade. The "N" designation carries a grade point of "O" and will be incorporated in the student's grade point average.
- TER This signifies that the student was terminated from the applicable course by the College.

STATEMENT OF GRADES

At the end of a program a Statement of Grades is mailed to each student enrolled in a course for credit.

All obligations relating to fees, library books or fines, rentals, loans, etc., must be met before any Statement of Grades, transcript or certificate will be released.

REPEATING A COURSE

Courses may be repeated for the purpose of raising grades. Credit will be granted for the higher grade achieved, but both

grades will be recorded on the student's permanent record. Students repeating courses must advise the Registrar's Office.

TRANSCRIPTS

The Official Transcript includes a record of the student's grades and is imprinted with the College Seal and signed by the Registrar.

Transcripts may be obtained from the Student Services at a cost of \$5.00 per copy. The College will forward transcripts to other institutions or potential employers, etc. only with the specific permission of the student involved.

ADULT BASIC EDUCATION COURSES

A placement test will be required for all students wishing to take Adult Basic Education courses.

SPECIAL ADMISSION

Special Admission may be granted to enter a program or course where the admission requirements or course prerequisites have not been met upon the written recommendation of a counsellor and the instructor with the signed authorization of the appropriate Director or Dean.

BIOLOGY

BIO 040 Advanced Preparatory Biology

A lab-oriented course dealing with the basic elements of biology. It includes study of the microscope and other research tools, the cell, classification, genetics, photosynthesis and respiration, ecology, evolution, human biology or, botany or zoology.

PREREQUISITE: Science 030 or as evaluated by a placement test.

CHEMISTRY

CHEM 040 Advanced Preparatory Chemistry

This course covers such topics as: atomic theory and structure, periodic table, nomenclature, chemical bonding, mole and weight relations, acids, bases and salts, oxidation-reduction, solutions, gas laws, equilibrium, organic and bio chemistry, nuclear chemistry and environmental chemistry. Lab work is a necessary and integral part of the course.

PREREQUISITE: Science 030 or as evaluated by a placement test.

GRADE 12 EQUIVALENCY TESTS (GED)

CNC 150-0 GED Preparation

A five-week (45 hour) preparatory course emphasizing Mathematics and English to the Grade 12 level. Also, an approach to exam writing will be discussed. Counselling advice regarding post-secondary options will be available. The course prepares the adult to successfully pass the Grade 12 Equivalency Tests (GED)

PREREQUISITES: Age nineteen and a B.C. resident.

ENGLISH

ENGL 010 Basic Literacy

This course covers language skills including phonics, vocabulary and reading development up to the Grade 5 level.

ENGL 019 English as a Second Language - Intermediate

The intermediate class is designed to advance the speaking, writing and reading skills of those who already have a basic knowledge of English or have taken the English as a Second Language Beginner's course.

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ENGL 020 Basic Preparatory English

A refresher course in English including fundamental skills in reading, writing and grammar.

PREREQUISITE: English 010 or as evaluated by a placement test.

ENGL 040 Advanced Preparatory English

This course is a continuation of Engl 030 and includes advanced grammar, sentence structure, paragraph and theme writing, research and report writing, oral presentations, and reading skills.

PREREQUISITE: English 030 or as evaluated by a placement test.

MATHEMATICS

MATH 010 Whole Number Arithmetic

This course is an introduction to basic arithmetic, including whole numbers, addition, subtraction, multiplication, and division.

PREREQUISITE: As evaluated by a placement test.

MATH 020 Basic Preparatory Mathematics

This course is a review of basic operations in whole numbers, fractions, decimals, and percent.

PREREQUISITE: As evaluated by a placement test.

MATH 030 Intermediate Preparatory Mathematics

This course includes an introduction to the metric system, ratio and proportion, roots and powers, manipulation of formulas, an introduction to algebra, and basic geometry.

PREREQUISITE: Math 020 or as evaluated by a placement test.

MATH 040 Advanced Preparatory Mathematics

This course includes a core of algebra, factoring, radicals, exponents, graphing, solution of linear, simultaneous, and quadratic equations, and formulas, plus options which include analytical or practical geometry, trigonometry, vectors, logarithms, series and progressions, and/or business topics.

PREREQUISITE: Math 030 or as evaluated by a placement test.

PHYSICS

PHYS 040 Advanced Preparatory Physics

Basics at a Grade 11-12 level. Topics include mechanics, electricity, magnetism, heat, wave theory, light, and sound.

PREREQUISITE: Math 030 or Science 030 or as evaluated by a placement test.

SCIENCE

SCI 030 Basic General Science

This course is designed to aid practitioners who are involved in Physics and Geology at an introductory level. To receive credit for the course, two of these components must be taken. The two taken depend on the future goals of the student.

PREREQUISITE: ABE II or as evaluated by a placement test.

ACADEMIC & CAREER PROGRAMS

(UNIVERSITY, BUSINESS, TECHNICAL)

NOTE: Special admission may be granted to enter a program where the admission requirements have not been met, upon the written recommendation of a counsellor and the instructor with the signed authorization of the appropriate Director or Dean.

AGRICULTURAL SCIENCES

The Faculty of Agricultural Sciences, University of British Columbia, is cooperating with CNC to offer some first and second year Agricultural Sciences courses which allow CNC university transfer students to complete at least the requirements for the first year of the 4-year UBC program leading to a Bachelor of Science in Agriculture degree. B.Sc. (Agr) graduates finding employment opportunities in primary agriculture; in the agriculture service industry; with financial, education and research institutions; and as private consultants.

ADMISSION REQUIREMENTS: There are two routes available for admission into U.B.C. Agricultural Sciences:

- (1) First Year Entry at CNC
 - a) Students must meet the general Academic/Technical Programs admissions requirements to CNC as listed on Page 31.
 - b) In addition to (a), to register for Agricultural Sciences at CNC the following U.B.C. admission requirements must be met: English 11 and 12; Social Studies 11; French 11; or a Foreign Language 11; Algebra 11 and 12; at least two of Biology 11, Chemistry 11, and Physics 11; one of Chemistry 12, Physics 12, Geometry 12, Geology 12, or Biology 12; a course number "12" chosen from other arts and sciences as listed in the Senior Secondary Curriculum.
- (2) Admission to U.B.C. Agricultural Sciences at CNC may also be gained after the successful completion of one full year of university transfer courses at CNC.

LENGTH OF PROGRAM: Minimum of 2 semesters.

COMMENCEMENT DATE: September or January

THE PROGRAM:

SEMESTER I

UBC Agricultural Sciences 100	AGSC 100
UBC Agricultural Sciences 110	AGSC 110
Biology for Science Majors I	BIO 101
Calculus I	MATH 101
Fundamentals of Chemistry I or Introduction to Chemistry I	CHEM 101 CHEM 103
Literature and Composition I	ENGL 101
Principles of Economics --Macroeconomics	ECON 201

SEMESTER II

UBC Animal Science 258 or alternate Agricultural Sciences course	ANSC 258
Biology for Science Majors II	BIO 102
Calculus II	MATH 102
Fundamentals of Chemistry II or Introduction to Chemistry II	CHEM 102 CHEM 104
Literature and Composition II or Composition and Style	ENGL 102 ENGL 103
Principles of Economics --Microeconomics	ECON 202

Students interested in agricultural sciences should contact the UBC Agriculture representative or a counsellor at the College of New Caledonia.

APPLIED SCIENCE (ENGINEERING) U.B.C.

In British Columbia Engineering training consists of five years of post-secondary education leading to a Bachelor of Applied Science degree (B.A. Sc.) awarded by the University of British Columbia.

Engineering studies at U.B.C. are offered in nine different fields of specialization. They are: Bio-Resource Engineering, Chemical Engineering, Civil Engineering, Electrical Engineering, Geological Engineering, Mechanical Engineering, Metallurgical Engineering, Mineral Engineering, and Engineering Physics.

ADMISSION REQUIREMENTS: Grade 12, GED, or ABE IV; Algebra 12 or Mathematics 040, Chemistry 11, and Physics 11.

RECOMMENDED: Physics 12, Chemistry 12, Geometry 12.

LENGTH OF PROGRAM: Two years at C.N.C. followed by three years at U.B.C.

COMMENCEMENT DATE: September

THE PROGRAM:

The Applied Science program is undergoing extensive revision. For further information contact the Counselling Centre. Call 562-2131 Local 360.

ASSOCIATE OF ARTS

Diploma

ADMISSION REQUIREMENTS: Grade 12, ABE IV or G.E.D. English 12 or English 040 is required for admission. The G.E.D. meets the general admission requirements but does not meet specific course prerequisites.

To obtain an Associate of Arts Diploma a student must complete 60 credit hours of approved courses according to the following schedule:

21 credit hours must be from the 200 level

24 credit hours must be obtained at CNC (including the last 12)

6 credit hours must be from English 101, 102, 103, or 104

6 credit hours must be from the Natural Sciences

Astronomy	Geology
Biology	Mathematics
Chemistry	Physics
Geography	

36 credit hours must be from the Liberal Arts or Social Sciences

Anthropology	History
Art	Music
Ciminology	Philosophy
Economics	Political Science
English	Psychology
French	Sociology

These must include:

6 credit hours from English 101, 102, 103, or 104

6 credit hours from the Social Sciences

Anthropology	Political Science
Criminology	Psychology
Economics	Sociology

The remaining credit hours must be selected from approved college courses. Approved courses will include all University Transfer courses as well as other designated courses. For more information contact the Counselling Centre.

A minimum overall G.P.A. of 2.0 must be attained with no more than six credit hours below a G.P.A. of 2.0.

ADMISSION REQUIREMENTS: Grade 12, GED or BTSD IV.

LENGTH OF PROGRAM: 4 semesters.

COMMENCEMENT DATE: September or January.

BROADCAST TECHNOLOGY

The Broadcast Technology Program is designed to provide trained personnel in broadcast journalism and radio and television production. The educational emphasis is on versatility so that a graduate may find employment within a variety of occupations in the broadcast industry. The program is designed to provide the student with both general academic background and the technical skills required for either television production or broadcast journalism.

Students complete their first year of the Program at CNC and then transfer to British Columbia Institute of Technology for a second year in either Broadcast TV or Broadcast Journalism options.

ADMISSION REQUIREMENTS: Grade 12, GED or ABE IV. Admission is in part determined by a personal interview. Applicants who are uncertain as to whether or not they have an adequate educational background should consult the Student Services Division. Enrollment is limited; therefore, early application is advised.

COMMENCEMENT DATE: September

FEES: For CNC sessions see page 31.

Additional fees will be charged for technical intersessions all of which are conducted by BCIT.

THE PROGRAM:

SEMESTER I:

Geography 101
Economics 101
History 103
Anthropology 101

Radio and Television Copywriting (Correspondence)
Broadcast Tutorial (non-credit)

SEMESTER II

English 101, 102, 94 103 (elect one)
English 205
Economics 102
CIS 151

Broadcast Practicum in T.V. (2 hours/week)
Broadcast Tutorial (non-credit)
B.C.I.T. Intercession: 1 week in August

BUSINESS ADMINISTRATION PROGRAMS

Diploma

Two year Diploma Programs are offered in:

Accounting & Finance
Business Administration
Business Administration (Directed Studies in Management Option).
Computer Information Systems
Marketing Management
Co-operative Education (now offered as an optional program for all two year diploma programs).

These programs will prepare students for entry into management trainee and specialist positions in a wide range of businesses and institutions. Government, retailing and wholesaling, banking and finance, manufacturing and service businesses represent some of the major career avenues in which the graduate will be able to seek employment. Job opportunities are excellent, and a number of employers recruit on campus.

One of the most important criteria applied in selecting courses for the two year programs is their relevance to the student seeking access to a specialist and/or management career in the business field. Advisory committees made up of community people from a wide variety of companies and professions are constantly reviewing the programs and making recommendations as the field changes, to ensure that CNC programs keep in touch with the latest developments and community needs in business education.

Four professional accounting bodies recognize CNC courses in accounting, data processing, and business administration as being equivalent to many courses in their own programs of study. These exemptions are granted by the Institute of Chartered Accountants, the Society of Management Accountants and the Certified General Accountants Association.

See page 68 for Business Administration Transfer Guide.

The focus of the program is thus on a combination of technical and management skills plus technical and management concepts which the students can apply to their business career. Throughout the program, considerable attention is paid to bringing the student into contact with the business world through such activities as field projects, guest lecturers, field trips and through contact in the classroom with students with experience in the business community.

ACCOUNTING AND FINANCE DIPLOMA

This program is offered for those who wish to prepare themselves for a career in the field of accounting and finance. Excellent career paths are accessible to students who choose this program, and the selection of courses offered is intended to maximize transfer credit to the professional accounting programs offered by the Institute of Chartered Accountants, the Society of Management Accountants, and the Certified General Accountants Association. Students interested in this program are strongly encouraged to seek advice on these professional accounting programs prior to enrollment in second year studies. Employment opportunities are numerous in the accounting field in many companies - small and large - both as a public accountant and as a specialist within the company. At a later stage, the graduate may wish to branch out into other areas of business, and accounting experience and training is a fine preparation for this.

BUSINESS ADMINISTRATION DIPLOMA

This program prepares students for junior or trainee management positions in a wide range of businesses and government agencies. Banking, retailing, manufacturing and service businesses represent a few of the main fields of business where a student may follow a career. The courses in this option do not favour a concentration in specialized course work but rather provide a student a broad spectrum of content in such fields as marketing, finance, law, organizational behaviour, human relations and economic. Students on this program will be able to select elective courses in second year to suit individual needs.

BUSINESS ADMINISTRATION DIPLOMA

(Directed Studies in Management Option)

Students contemplating a career in management will acquire a solid core of knowledge and skills which can be adapted to any area of the business and government community.

The program will prepare students for entry into management trainee and specialist positions in a wide range of business and government institutions. Graduates of the Directed Studies in Management work in planning, banking, finance, production, marketing or join the public service at the municipal, regional, provincial or federal level. Many operate their own businesses.

Following a year of preparatory studies, students develop practical skills as well as the conceptual framework required in management. The program is comprehensive and includes courses in Applied Management Communication, Personnel, Industrial Relations, Human Relations, Organizational Behaviour, Management Skills and Directed Study courses involving field placement in business government.

COMPUTER INFORMATION SYSTEMS DIPLOMA

One of the newest additions to the office, the laboratory, the school, and the home, is the Digital Computer. The tendency to collect ever increasing amounts of data, and to transform it into

meaningful information has resulted in an explosion in the field of Computer Information Systems. The computer has in recent years become very much cheaper so that today computers are found virtually everywhere information has to be processed and reported.

The application of a computer to modern business problems requires a great deal of human planning and preparation. The results of processing must be both timely and accurate. The computer is a very fast, accurate machine which must be given very careful instructions to solve a problem. This requires careful analysis of the problem, definition of a solution, and the expression of this solution in terms a computer can process.

Many diverse career opportunities exist in data processing. There are sales persons, maintenance engineers, operators, systems analysts, programmers, auditors and managers. The Computer Information Systems program offered at C.N.C. trains business programmers.

A business programmer must be adept at translating user requirements to the language of the computer. Thus, the training provided emphasizes both the technical skills necessary for the programmer to interface with the computer equipment, and the essential business skills necessary for the programmer to relate to the business people and problems that form the working environment.

The College has recently installed a very modern interactive computer for use by Students, Faculty, and the College Administration. The equipment enables the College to teach the latest computer processing techniques. All students graduating from this program will have the benefit of several hundred hours of actual, hands-on experience.

All studies show that the need for personnel trained in business data processing is rising at a very rapid rate, and that there will be a shortage of such personnel for the foreseeable future.

MARKETING MANAGEMENT DIPLOMA

This option prepares students for a career in either the field of consumer marketing or industrial marketing. Excellent career paths are available to the graduates of this program in the area of management trainees in industrial and retailing firms, in sales and sales management; in advertising and sales promotion; in product and market development and in Marketing research. Employment opportunities are numerous in the field of Marketing in both large companies and small companies. This program is designed to allow graduates to assume a direct role with companies in the field and provide the background necessary to progress toward managerial positions.

ADMISSION REQUIREMENTS (for all Business Diploma Programs): Grade 12, GED, or ABE IV; Algebra 11, Math 11, or Business and Consumer Math 11, or Math 040.

FOR 1984: English 12 or English 040.

People without Grade 12, but with business experience, are encouraged to apply.

NOTE: Students contemplating entry to year 2 of the Directed Studies in Management Option of the Business Administration Program should note that a minimum of three years work experience is required, as well as a complete CNC year 1 with a GPA of 3.00 or better.

RECOMMENDED: Students contemplating the Computer Information Systems program are strongly recommended to take Algebra 12 and courses in introductory data processing or computer science. Proficiency in typing would be beneficial.

LENGTH OF PROGRAMS: 4 Semesters.

COMMENCEMENT DATES:

September. Part-time entry is possible in January. Students should consult a Counsellor.

FEES: See page 32.

OTHER EXPENSES: Estimated \$250.00

THE PROGRAM:

Semester 1 is common to all Diploma Programs. This semester provides students with introductory courses in all program areas, and with an opportunity to assess their own interests and aptitudes. An explicit part of all first year courses consists of career information as an integral part of the course and students are strongly encouraged to take full advantage of this opportunity.

In Semester 2, students taking the CIS program take several courses which are unique to this program and which are prerequisite to second year studies. Students on all other programs take a common second semester and will be able to make a choice of program prior to entry into second year. We recommend that students consult faculty in the various program areas regarding course and program selection.

In Semesters 3 and 4, courses are very specialized in CIS, Accounting-Finance, Marketing, and in Directed Studies in Management Diploma Programs. Students making program alterations after the commencement of second year will find little interchangeability between these programs. The Business Administration diploma however, is structured in such a way that maximum credit can be obtained for all second year courses from other Diploma Programs.

SEMESTER I

COMMON TO ALL PROGRAMS

Introduction to Computers and Data Processing	CIS 151-3
Introduction to Programming (BASIC)	CIS 153-3
Accounting I	ACC 151-3
Marketing I	MKT 151-3
Management I	MGT 151-3

SEMESTER II

COMMON TO ACCOUNTING, MARKETING, BUSINESS ADMINISTRATION, DIRECTED STUDIES PROGRAMS

Accounting II	ACC 152-3
Applications in Accounting	ACC 156-1
Introduction to Business Statistics	MATH 157-3
Effective Communication II	ENGL 152-3
Marketing II	MKT 152-3
Management II	MGT 152-3
Credit and Collections	CCO 162-3
Mathematics of Finance	MATH 154-3

CIS PROGRAM

Advanced Programming (BASIC)	CIS 154-3
Applications Programming I (COBOL)	CIS 172-3
Systems Analysis and Design I	CIS 162-3
Computer Operations Management	CIS 182-3
Accounting II	ACC 152-3

SEMESTER III

ACCOUNTING AND FINANCE PROGRAM

Intermediate Accounting I	ACC 251-3
Cost Accounting I	ACC 253-3
Financial Management I	ACC 257-3
Business Law I	LAW 293-3
Principles of Economics (Micro)	ECON 202-3
Information Systems for Management	CIS 285-3
Introduction to Bus. Statistics	MATH 157-3

BUSINESS ADMINISTRATION DIPLOMA

Business Law I	LAW 293-3
Financial Management I	ACC 257-3
Economics I	ECON 251-3
Introduction to Bus. Statistics	MATH 157-3

(4 Business Electives)

(continued)

BUSINESS ADMINISTRATION DIPLOMA
(Directed Studies In Management Option)

Business Law I	LAW 293-3
Financial Management I	ACC 257-3
Economics I	ECON 251-3
Human Relations in Business	MGT 261-3
Personnel	MGT 263-3
Applied Management Communications	MGT 265-3
Directed Studies in Management I	MGT 291-8
Introduction to Bus. Statistics	MATH 157-3

CIS PROGRAM

Advanced Business Communications	CIS 251-3
Systems Analysis and Design II	CIS 261-3
Applications Programming II (COBOL)	CIS 271-3
Business Systems and Applications	CIS 281-3
Programming Languages (FORTRAN, RPG II)	CIS 253-3
Introduction to Business Statistics	MATH 157-3
Directed Studies in Marketing I	MKT 291-3
Human Relations in Business	MGT 261-3

MARKETING PROGRAM

Business Law I	LAW 293-3
Economics I	ECON 251-3
Management Marketing Accounting I	MKT 261-3
Consumer Behaviour and Marketing	
Research	MKT 271-3
Salesmanship	MKT 281-3
Marketing Management	MKT 251-3
Human Relations in Business	MGT 261-3

SEMESTER IV

ACCOUNTING AND FINANCE PROGRAM

Intermediate Accounting II	ACC 252-3
Cost Accounting II	ACC 254-3
Financial Management II	ACC 258-3
Business Law II	LAW 294-3
Principles of Economics (Macro)	ECON 201-3
Organizational Behaviour	MGT 262-3

POST-DIPLOMA COURSES

Advanced Accounting	ACC 353-4
Taxation	ACC 361-4

BUSINESS ADMINISTRATION DIPLOMA

Business Law II	LAW 294-3
Financial Management II	ACC 258-3
Economics II	ECON 252-3

(4 Business Electives)

BUSINESS ADMINISTRATION DIPLOMA
(Directed Studies in Management Option)

Business Law II	LAW 294-3
Financial Management II	ACC 258-3
Economics II	ECON 252-3
Organizational Behaviour	MGT 262-3
Industrial Relations	MGT 264-3
Management Skills	MGT 266-3
Directed Studies in Management II	MGT 292-8

CIS PROGRAM

Project Programming	CIS 262-3
Maintenance Programming	CIS 272-3
Computer Aids to Management Decisions	CIS 282-3
Information Resource Management	CIS 284-3
Organizational Behaviour	MGT 262-3
Cost Accounting Principles	CIS 292-3

MARKETING PROGRAM

Business Law II	LAW 294-3
Economics II	ECON 252-3
Marketing Management II	MKT 252-3
Marketing Management Accounting II	MKT 262-3
Advertising and Sales Promotion	MKT 266-3
Retailing and Merchandising	MKT 276-4
Directed Studies in Marketing II	MKT 292-8

BUSINESS ADMINISTRATION PROGRAMS
Certificate

Certificate Programs in Accounting and Finance, Management Studies, and Business Administration are currently offered. Certificate programs in Computer Programming and in Marketing are under review and details of new programs will be released as soon as approved.

ACCOUNTING AND FINANCE CERTIFICATE

Intermediate Accounting I & II	ACC 251-3 and 252-3
Cost Accounting I & II	ACC 253-3 and 254-3
Financial Management I & II	ACC 257-3 and 258-3
Business Law I & II	LAW 293-3 and 294-4
Economics	ECON 211 and 212
Information Systems for Management	CIS 285-3
Organizational Behaviour	MGT 262-3

NOTE: ACC 151-3 and 152-3 are prerequisites to all second year accounting courses.

CIS 151-3 and 153-3 are prerequisites to CIS 285-3.

CERTIFICATE PROGRAMS IN MANAGEMENT STUDIES

This certificate program is designed to meet the needs of those who are already employed in business and government, and who wish to have access to training in management and supervision.

The program is comprehensive in nature, and includes courses in Computer Applications, Financial Management and Cost Control, Applied Management Communication, Personnel, Industrial Relations, as well as basic courses in Management, Human Relations and Supervisory Skills. Practical and applied skills are developed throughout, as well as the conceptual framework required in management.

Individuals employed in a wide range of organizations and functional roles are served by this program. The Forest and Mining Industries, Health and Educational Institutions, Local, Provincial and Federal government organizations, and service businesses in such fields as Retailing, Transportation, Banking and Finance will all find this program relevant to their needs.

No specific educational prerequisites are attached to this program, but all participants should have at least three years work experience.

Management I	MGT 151-3
Management II	MGT 152-3
Computer Applications in Management	MGT 153-3
Finance and Cost Control	MGT 154-3
Personnel	MGT 263-3
Industrial Relations	MGT 264-3
Human Relations	MGT 261-3
Organizational Behaviour	MGT 262-3
Applied Management Communications	MGT 265-3
Management Skills for Supervisors	MGT 266-3

All ten courses are required. However, applicants will be given full credit for courses of a similar nature which have already been taken at CNC or at other institutions. In some cases, exemption may be given for work experience or for in-service training which has been completed. All current CNC courses in management are fully transferable to this program.

Those wishing to take the Certificate should consult the College as to an appropriate course sequence and in regards to currently scheduled course offerings and locations.

All courses will be offered in a format which is suitable for the needs of those already fully employed and those employed in all communities in the College Region.

Course sequence. Courses may be taken in any sequence. It is recommended but not essential to take Management I before Management II, and the Cost/Finance course before the Computer Applications course.

BUSINESS ADMINISTRATION

Certificate

This program is designed primarily for those students who have had considerable experience in the business community, and who wish to supplement their background with courses in business administration. Most of these courses are offered at the College on a regular evening basis almost every year.

Those people completing the Certificate Program must accumulate 30 credit hours, though upon application CNC is prepared to grant credit towards the certificate for course work in Business Administration completed at other institutions.

Where the business experience of the students overlaps course work, an exemption from the course may be granted by CNC. In that case, the student is free to challenge any CNC courses, and a successful challenge will result in the student being granted the appropriate CNC credit.

In terms of credit for courses taken elsewhere, in terms of exemptions for experience, and the policy on challenges, then, the program is as flexible as possible to allow those on the program to select course work which they feel is most relevant to their needs.

The selection of courses is large, and most people will be able to put together a tailor-made program most appropriate to their needs.

REQUIRED COURSES

(Must be taken, have credit for, or be granted an exemption for, on all programs of study.) However, students are encouraged to apply for exemptions where they feel experience warrants or where required courses are not relevant to educational objectives.

Accounting I	ACC 151-3
Accounting II	ACC 152-3
Management I	MGT 151-3
Marketing I	MKT 151-3
Financial Management I	ACC 257-3
Financial Management II	ACC 258-3

The remaining four courses may be selected from any CNC courses in Business Management (CIS, ACC, MKT, MGT) or in Economics (ECON).

COACHING SCIENCE

Certificate

The purposes of this program are to familiarize and expand the coach's knowledge in the sport science, and to improve theoretical knowledge and practical coaching ability in sport.

Upon completion of the program, the student will receive a College Certificate and the National Coaching Certification Program Level II Certificate via the Ministry of Recreation and Conservation of the Government of British Columbia.

ADMISSION REQUIREMENTS: This program requires no special educational standing as a prerequisite. However, applicants must be a minimum of 17 years of age.

LENGTH OF PROGRAM: Flexible.

COMMENCEMENT DATES: Various (check with Registrar's Office).

FEES: See page 32.

THE PROGRAM:

COURSES - THEORY

The Physiological Basis of Sport	COCH 151-2
NCCP Level I Theory	COCH 153-1
Principles of Coaching	COCH 154-2
Psychology of Coaching	COCH 251-2
Sport Medicine	COCH 256-2
NCCP Level II Theory	COCH 258-2

The Theory Courses are applicable to coaches of a variety of sports and presented in a manner as to be relative to coaches involved in both the community and institutional sport scene.

An integral part of the program is the achievement of Level 1 and Level 2 Technical Courses.

The technical courses are conducted by Provincial Sport Governing Bodies or by the College of New Caledonia and relate the methods for teaching and learning of physical skills and strategies of the particular sport.

Verification of the achievement of Level 2 Technical is a requirement for the College of New Caledonia Certificate.

COMMERCE

The College offers the first two years of a University Transfer Commerce program leading to a Bachelor of Commerce degree. (UBC)

ADMISSION REQUIREMENTS: See page 31.

LENGTH OF PROGRAM: 4 semesters.

COMMENCEMENT DATE: September.

FEES: See page 32.

THE PROGRAM

SEMESTER 1

Principles of Economics - Microeconomics	ECON 202-3
Computing Science I	MATH 109-3

Plus:

One of ENGL 101-3, 102-3 or 103-3

One of MATH 101-3 or 103-3

Any Arts and Science elective

SEMESTER 2

Principles of Economics - Macroeconomics	ECON 201-3
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Plus:

One of ENGL 101-3, 102-3, 05 103-3 or

One of MATH 102-3 or 104-3

Any 2 Arts and Science electives

FIRST YEAR COMMERCE

SEMESTER 3

Quantitative Analysis I	COM 110-3
Accounting	COM 201-3
Business Statistics I	COM 207-3

Plus:

Any 2 Arts and Science electives. See note below.

SEMESTER 4

Organizational Behaviour	COM 120-3
Financial Accounting	COM 202-3
Business Statistics II	COM 208-3

Plus:

Any 2 Arts and Science electives.

NOTE: All Commerce students should consult a counsellor when selecting courses, as several options are possible throughout and course selection is very important. Students taking Math 103-104 should consult a counsellor about required second year Math courses.

CONSTRUCTION ENGINEERING TECHNOLOGY

Diploma

Over one million people in Canada are employed in construction and in the production and merchandising of related equipment and material. This is approximately triple the people employed in the forest industry.

Advances in technology demand that modern buildings as well as service structures such as hydro dams, bridges and roads meet rigorous standards of workmanship and safety. At the same time they must provide an efficient and environmentally compatible structure.

As a result of the dynamic and varied nature of the industry, career opportunities for technicians and technologists encompass a large spectrum. Graduates of the Construction Technology Program fill technological positions between the professional designer/manager and the skilled tradesman. With the addition of on-the-job experience, graduates will be able to attain such positions as materials testing technicians, senior draftspersons, job captains, specification writers, estimators, contract managers, construction supervisors, construction managers, project managers, building inspectors, property managers, and technical representatives for building supplies and equipment manufacturers.

(continued)

A construction technologist must be able to read and draft construction drawings, calculate quantities, judiciously inspect materials and operations, perform construction surveys, interpret and apply specifications and contracts. He or she must have a sound understanding of the design/construction process, contracts, codes and building standards as well as the materials, tools and operations involved in a variety of building trades. In addition, the graduate must be able to communicate effectively with a variety of project related people using graphic, written and oral means.

The program is currently being reorganized to better meet the current needs of the industry and provide the student with better transferability to supplementary post-diploma training especially in the areas of quantity surveying, engineering, architecture and management. In addition, it is expected that program accreditation by the Society of Engineering Technologists will be given.

Applicants should be skilled in the use of the English language, have good mathematic and graphic abilities and be interested in the physical sciences.

ADMISSION REQUIREMENTS: Grade 12, GED or BTSD IV.
FOR 1984: English 12 or English 040, Algebra 11 or Math 040.
 GED meets general admission requirements but does not meet specific course prerequisites.

RECOMMENDED: Algebra 12, Trades Math 11, Construction Technology, Physics 11, Drafting 11.

LENGTH OF PROGRAM: 4 Semesters.

COMMENCEMENT DATE: September

FEES: See page 32.

SEMESTER 1

Introduction to the Construction Industry	CONS 150-2
Materials I	CONS 151-3
Soils	CONS 157-3
Drafting Fundamentals	DRAF 153-3
Basic Mathematics	MATH 150-3
Surveying I	SURV 153-3
Design I	CONS 161-3

SEMESTER 2

Drafting and Interpretation	DRAF 154-3
Materials II	CONS 152-3
Light Wood Framing	CONS 153-3
Surveying II	SURV 154-3
Technical Mathematics	MATH 151-3
Computers	CIS 153-3
Design II	CONS 171-3

SEMESTER 3

Basic Heating, Ventilation and Air Conditioning	CONS 285-3
Estimating and Bidding I	CONS 261-3
Construction Law	CONS 265-3
Municipal Engineering	CONS 267-3
Materials III	CONS 251-3
Building Regulations	CONS 254-3
Design III	CONS 271-3
Plumbing	CONS 287-2

Elective

(A 3 CREDIT COURSE)

SEMESTER 4

Estimating and Bidding II	CONS 262-3
Project Operations	CONS 282-3
Management Operations	CONS 274-3
Basic Electricity and Illumination	CONS 286-3
Materials IV	CONS 252-3
Project	CONS 288-3
Work in Industry	CONS 289-3
Construction Equipment	CONS 283-3

NOTE: See course description and hours in the appropriate section of this calendar.

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CRIMINOLOGY PROGRAM S.F.U. Certificate

This program is designed to provide pre-employment training as well as continuing education and upgrading opportunities to those who plan or are already involved in law enforcement careers within the criminal justice system.

A special feature of the Criminology Program is that graduates will develop specific competencies and knowledge in the criminal justice field while at the same time completing university transfer course work.

Students complete the requirements for the Certificate by taking courses offered by CNC on the Prince George campus together with courses offered by S.F.U. through its Directed Independent Study Courses (DISC) Program. This makes the program especially accessible to part-time students requiring a flexible schedule.

A CNC Counsellor can provide details about the program and develop individual plans for study.

ADMISSION REQUIREMENTS: Students wishing to enter directly into the program must meet the admission requirements of S.F.U. However, students unable to meet these standards may be able to enroll in some of the courses of the program and use the credit toward the certificate at a later date.

For CNC courses see page 41.

For S.F.U. courses contact a counsellor.

LENGTH OF PROGRAM: Varied

COMMENCEMENT DATE: September or January

FEES: For CNC courses see page 32.

For S.F.U. (DISC) courses contact a counsellor

EARLY CHILDHOOD EDUCATION Certificate

The Early Childhood Education program is designed to train men and women to be skilled, sensitive teachers of young children in Day Care Centres, Nursery Schools and private kindergartens.

In order to teach in these facilities in B.C., individuals must be registered with the Community Care Facilities Licensing board of British Columbia. Upon successful completion of the E.C.E. program and 500 hours of post-graduation work experience, students are eligible for registration.

Theory and practice are closely related throughout the program. Students are assigned to observe and/or participate in preschool centres throughout the full training periods. The month of training is an intensive full-time practicum experience.

ADMISSION REQUIREMENTS: Grade 12, GED or ABE IV.

FOR 1984: English 12 or English 040.

GED meets general admission requirements but does not meet program or course prerequisites.

A medical examination including T.B. test and up to date immunizations is required.

PRIORITY: will be given to applicants based on their academic grade in English.

NOTE: It is strongly recommended that interested persons acquire some experience in working with young children or working in a related, people-orientated field.

LENGTH OF PROGRAM: 9 months (under review)

COMMENCEMENT DATE: September.

FEES: Tuition: \$300.00
 Lab/Materials: \$50.00
 Student Association: \$28.80
 Registration: \$15.00
 I.D. Card: \$1.00

THE PROGRAM (under review)

SEMESTER I

Child Growth & Development	ECE 151-4
Theories and Practices of ECE	ECE 154-3
Program Development	ECE 165-4
Seminar in ECE	ECE 160-1
Observing and Recording Behaviour Practicum	ECE 170-2 ECE 190-3

SEMESTER II

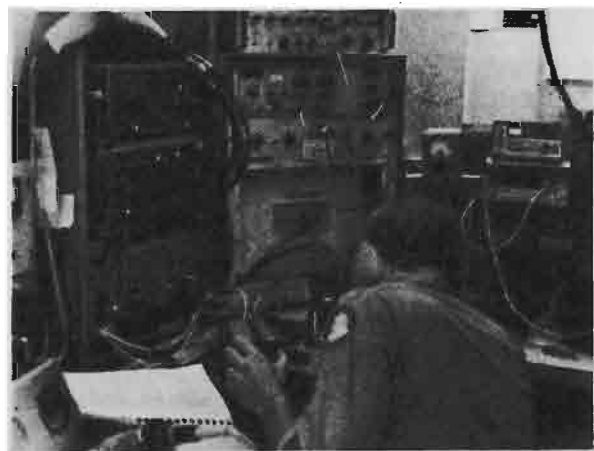
Theories and Practices of ECE	ECE 155-3
Program Development	ECE 166-4
Seminar in ECE	ECE 161-1
Human Relations in Early Childhood Settings	ECE 176-3
The Child in Society	ECE 153-3
Interacting with Families	ECE 174-2
Practicum	ECE 199-4
Health, Safety & Nutrition in the Preschool	ECE 172-2

ELECTRICAL-ELECTRONICS TECHNOLOGY

Diploma

Students in the Electrical-Electronics Technology program will, after successfully completing their first year at C.N.C., transfer to B.C.I.T. for their second year in the Control Electronics, Instrumentation, Power, or Telecommunications options.

Graduates from Electrical-Electronics Technology find employment in utilities, government agencies, and electronics companies. Graduates can work in any sector from research to maintenance.



ADMISSION REQUIREMENTS: Grade 12, G.E.D. or ABE IV; Algebra 12 or Math 040, Physics 11 or Physics 040, and Chemistry 11 or Chemistry 040.

NOTE: Chemistry 11 or Chemistry 040 is required for those students wishing to transfer into the Instrumentation Option at B.C.I.T. The G.E.D. meets the general admission requirements but does not meet specific course prerequisites. Applications from students who do not meet all the requirements but have exceptional grades will be considered on an individual basis.

RECOMMENDED: Electronics 11 or 12, Physics 12.

LENGTH OF PROGRAM: 2 semesters at CNC followed by one year at B.C.I.T. Semester 1 is 15 weeks and semester 2 is 20 weeks.

FEES: See page 32.

EXPENSES (estimated): Students should also budget \$200.00 per semester for projects.

THE PROGRAM:

SEMESTER I

Technology Mathematics I	TMTH 181-3
Technology Physics I	TPHY 181-3
Technology Electrical Measurements	TMES 186-2
Technology Circuit Analysis I	TELE 183-3
Technology Shop Practice I	TELE 181-2

SEMESTER II

Technology Mathematics II	TMTH 182-3
Technology Physics II	TPHY 182-3
Technology Circuit Analysis II	TELE 184-3
Technology Electronic Circuits	TELE 188-3
Technology Shop Practice II	TELE 182-2
Technology Digital Techniques	TDCS 186-3

The curriculum for this program is under review.

FINE ARTS

CNC does not offer a full-time Fine Arts Program in the visual arts. However, as demand warrants and instructors are available some arts courses are offered in each semester. Some of these courses have university transfer credit and may be included in the program of a student planning to transfer to a university. Other courses may be offered for general interest and do not carry university transfer credit. All courses are offered through the Continuing Education Division. Students wishing to enroll in art courses are advised to contact Continuing Education Division to express their interest and to determine specifically what courses are planned for a given semester.

562-2131 Loc. 202

Courses offered typically come from one of the following:

Design	Art History
Ceramics	Drawing
Weaving	Sculpture
Painting	Printmaking

FOREST RESOURCE TECHNOLOGY Diploma

The Forest Resource Technology is divided into two options, Forestry and Harvesting. The emphasis of the Forestry option is forest management, whereas the emphasis of the Harvesting option is log manufacturing and transport to the manufacturing plants. The first year is common to both options. Upon completing first year, students must decide in which option they wish to enroll in second year.

Students seeking careers in either Forest Technology option should realize that the work is primarily out-of-doors most of the year and that all conditions of weather will be encountered.

This program is accredited by the Society of Engineering Technologists for the Province of B.C. (S.E.T.B.C.).

ADMISSION REQUIREMENTS: Grade 12, GED or ABE IV, or Algebra 11.

FOR 1984: Grade 12, G.E.D., ABE IV, Algebra 12 or Math 040, Biology 11 or Bio 040 and English 12 or Engl 040. The G.E.D. meets the general admission requirements but does not meet specific course or program prerequisites where applicable.

RECOMMENDED COURSES: Math 12, Algebra 12, Biology 11, Forestry 11, Chemistry 11, Physics 11, Drafting 11. Students without Math 12 may be required to complete a remedial math program in their first 2 semesters.

NOTE: Mature students who have not completed Grade 12 but who have 2 or more years in a Forestry occupation may be admitted and are encouraged to apply.

LENGTH OF PROGRAM: 64 weeks over four semesters. This total includes an 8 day Fall Orientation, a 5 day Field Trip, and a 5 day Field School.

COMMENCEMENT DATES:
continued

First Year: Aug. 30, 1983
Second Year: Aug. 30, 1983

FEES: See page 32.

EXPENSES: (Estimated)

Equipment - \$250.00

Clothing - \$130.00

THE PROGRAM

Common First Year for Forestry and Harvesting Options.

SEMESTER 1

Forestry Orientation	FOR 150-3
Forest Science I	FOR 155-3
Forest Soils and Ecology	FOR 157-3
Forest Measurements I	FOR 161-3
Fire Control I	FOR 165-3
Photogrammetry	FOR 171-3
Forest Drafting I	FOR 173-2
Basic Mathematics	MATH 150-3
Industrial Psychology and Human Relations I	PSYC 157-1

SEMESTER 2

Forest Products and Wood Technology	FOR 154-3
Forest Science II	FOR 156-3
Forest Measurements II	FOR 162-3
Fire Control II	FOR 166-3
Photo Interpretation	FOR 172-3
Forest Drafting II	FOR 174-2
Field School	FOR 199-3
Technical Mathematics	MATH 151-3
*Industrial Psychology and Human Relation II	PSYC 158-1
*May be run concurrently with PSYC 157-1	

FORESTRY OPTION

The management of the forest resource requires highly qualified technologists for both private and public sectors, requiring basic skills and theory in ecology, reforestation, forest economics, protection from pests, forest surveying, and engineering. Land management for the best use of all the resources is stressed in the program.

Specific job opportunities for graduates of this option in the forest industry include timber appraisers, road foremen, forest engineering technicians, silvicultural technicians, and research assistants. Positions in the Ministry of Forests include forest assistant rangers, silvicultural technicians, nursery technicians, and fire protection officers.

Persons employed in silvicultural fields derive great job satisfaction from the creative aspects of their work. The intensive forestry program in B.C. is providing many new opportunities for technologists.

SECOND YEAR FORESTRY OPTION

SEMESTER 3

Forest Management I	FOR 251-3
Silviculture I	FOR 253-3
Forest Entomology	FOR 255-3
Applied Sampling - Special Field Project	FOR 291-1
Applied Sampling - Compilations	FOR 261-3
Human and Public Relations in Forestry	FOR 267-1
Summer Technical Report	FOR 290-1
Forest Finance I	FOR 281-3
Roads and Transportation I	FOR 285-3
Logging I	FOR 287-3

SEMESTER 4

Forest Management II	FOR 252-3
Silviculture II	FOR 254-3
Forest Pathology	FOR 256-3
Interior Log Scaling	FOR 262-3
Industrial Relations in Forestry	FOR 268-1
Forest Finance II	FOR 282-3
Roads and Transportation II	FOR 286-3
Logging II	FOR 288-3
Spring Field School	FOR 299-3

NOTE: Students are responsible for the examination fees associated with the B.C. Interior Log Scaler's Licence and Pesticide Applicator's Certificate in the 4th Semester

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HARVESTING OPTION

The Harvesting option provides Harvesting Technologists with enriched technical training in the logging phase of forest operations. It emphasizes specific skills in log manufacturing and hauling, machinery management, personnel and industrial relations, cost accounting, and forest finance. Approximately one third of the course time will be spent on logging procedures and equipment operation.

Employment opportunities for graduates are basically with forest products companies or logging contractors. Generally, positions in logging production command higher salaries than other fields of forestry.

Specific jobs for graduates are road foreman, logging foreman, forest engineering technician, logging research technicians, and various positions in the Engineering Division of the Ministry of Forests.

SECOND YEAR HARVESTING OPTION

SEMESTER 3

Silviculture I	FOR 253-3
Applied Sampling - Special Field Project	FOR 291-1
Applied Sampling - Compilations	FOR 261-3
Forest Finance I	FOR 281-3
Roads and Transportation I	FOR 285-3
Logging I	FOR 287-3
Harvesting Management I	FOR 271-3
Industrial Management I	FOR 283-3
Summer Technical Report	FOR 290-1

SEMESTER 4

Interior Log Scaling	FOR 262-3
Forest Finance II	FOR 282-3
Roads and Transportation II	FOR 286-3
Harvesting Management II	FOR 272-3
Industrial Management II	FOR 284-3
Harvesting Methods	FOR 279-6
Spring Field School	FOR 299-3

GENERAL STUDIES

Diploma

Students may design a unique General Studies program and obtain a College diploma upon completion of the required number of credits. Students requiring further information concerning a General Studies Diploma program are asked to consult with CNC counsellor prior to enrollment.

MEDICAL LABORATORY TECHNOLOGY

Diploma

Students in the Medical Laboratory Technology program will, after successfully completing their year at CNC, transfer to BCIT or Cariboo Community College for their second year. A third year must be spent in training in a medical laboratory approved by the Canadian Medical Association and the Canadian Society of Laboratory Technologists. At the end of this year, the student is eligible to sit the Canadian Society of Laboratory Technologists examination which leads them to becoming a Registered Technologist, the recognized qualification.

Successful graduates of the Medical Laboratory Technology program will have a large variety of positions available to them in research laboratories, clinical laboratories, hospitals, and government agencies.

ADMISSION REQUIREMENTS: Grade 12, GED, ABE IV, Algebra 12 or Math 040, Chemistry 12 or Chem 040, Biology 11 or Bio 040, Physics 11 or Phys 040, English 12 or Engl 040. The G.E.D. meets general admission requirements but does not meet specific program or course prerequisites. Color blindness precludes entry. Interviews may be required.

Applications from students who do not meet all the requirements but have exceptional grades will be considered on an individual basis.

LENGTH OF PROGRAM: 2 semesters at CNC then transfer to BCIT or Cariboo College to complete the program.

COMMENCEMENT DATE: September.

FEES: See page 32.

THE PROGRAM

SEMESTER I

English	101-3, 102-3 or 103-3
Medical Lab Technology	
Mathematics I	MATH 161-3
Chemistry for Medical Lab Technologists	CHEM 181-3
General Physics I	PHYS 105-3
Human Anatomy and Physiology I	BIO 121-3
Medical Laboratory Orientation I	MLT 151-3

SEMESTER II

English (If credit has already been granted for one of 101-3, 102-3, or 103-3 then option is limited to the remaining two courses.)	101-3, 102-3 or 103-3
Medical Lab Technology Mathematics II	MATH 162-3
Chemistry for Medical Lab Technologists	CHEM 154-3
General Physics II	PHYS 106-3
Human Anatomy and Physiology II	BIO 122-3
Medical Laboratory Orientation II	MLT 152-3
Fundamentals of Immunology	BIO 123-3

The curriculum for this program is under review. Consult Student Services for changes.

NURSING

Diploma

The Nursing Program is designed to meet the requirements of the Registered Nurses Association of British Columbia in preparation for nurse registration (R.N.).

The graduates are members of the health team providing comprehensive nursing care in general medical-surgical, paediatric, post partum, normal newborn nursery and psychiatric areas. The graduate will have the potential to function in intensive or critical care areas following additional experience, ongoing education and supervision.

The program provides integrated theory and practical experience.

ADMISSION REQUIREMENTS:

- 1) Grade 12, G.E.D. or ABE IV, English 12 or Engl 040, Biology 11 or Bio 040 and Chemistry 11 or Chem 040. G.E.D. meets general admission requirements but does not meet program or course prerequisites. PRIORITY will be given to students based on their academic grades in English, Biology and Chemistry.
- 2) Applicants who meet the College criteria for Mature Student Status may apply. Biology 11 or Bio 040 and Chemistry 11 or Chem 040 are required for admission. PRIORITY will be given to applicants based on their academic grades in Biology and Chemistry.

All applicants will be tested to determine basic competency in reading English and arithmetical computation. Applicants who do not meet the required competency level will be given a recommendation for remediation.

The tests are required prior to admission. Demonstration of a satisfactory level of English is required for completion of the program. Math testing is to identify weaknesses which will inhibit performance level.

A medical examination report attesting to the fact the applicant has four functional limbs, functional vision, and hearing perception and has a general health status suitable for a nursing program, must be submitted before a final acceptance into the program. A chest X-Ray and immunization will be required following final acceptance.

LENGTH OF PROGRAM:

22 months extending over 2½ years.

COMMENCEMENT DATE: September

FEES: See page 32

THE PROGRAM (under review)

SEMESTER – (September - December) - 15 weeks

Orientation to Nursing	NURS 150-1
Human Anatomy and Physiology I	BIO 111-3
Health - Its Maintenance and Promotion	NURS 151-8
Psychology for Nursing I	PSYC 161-3

SEMESTER 2 (January - April) - 16 weeks

Human Anatomy and Physiology II	BIO 112-3
The Adult with Common Interferences	NURS 152-12
Nursing - Past and Present	NURS 160-1
Psychology for Nursing II	PSYC 162-3

INTERSESSION I (May - June)

The Adult with Common Interferences (Continued)	NURS 152-12
Work Session (June or July)	NURS 199-1

SEMESTER 3 (August - December) and

SEMESTER 4 (January - April)

The Expanding Family	NURS 261-8
The Child in Health and Illness	NURS 263-8
The Professional Nurse	NURS 250-2
The Individual Experiencing Psychosocial Interferences	NURS 262-8
The Adult with Critical Interferences	NURS 264-8

INTERSESSION II - (May)

The Individual Requiring Long Term Care	NURS 291-5
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SEMESTER 5 - (August - December)

The Nurse - A Health Member	NURS 299-15
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NURSING (Access Program)

Diploma

The program is designed to access Licensed Practical Nurses into the General Nursing Program. Access students must first complete make-up courses before entering into the second year of General Nursing Program.

ADMISSION REQUIREMENTS: See Nursing Program.

In addition, applicants must have current B.C. Licensure as a Practical Nurse plus graduation within the last two years from a Practical Nurse Program or Reference Letter verifying satisfactory performance as an employee in a setting requiring basic nursing skills for one full year or equivalent within the last five years at the Practical Nurse level.

LENGTH OF PROGRAM: 16 months.

COMMENCEMENT DATE: January

FEES: See page 32

THE PROGRAM (under review)

SEMESTER I (January - April)

The Adult Experiencing Common Interferences (Access)	NURS 153-7
Nursing - Past and Present	NURS 160-1
Human Physiology	BIO 114-3
Psychology for Nursing I	PSYC 161-3
Psychology for Nursing II	PSYC 162-3

INTERSESSION - (May - June)

The Expanding Family (Access)	NURS 265-4
The Child in Health and Illness (Access)	NURS 267-4

SEMESTER II - (August - December)

The Individual Experiencing Psychosocial Interferences	NURS 262-8
The Adult with Critical Interferences	NURS 264-8
The Professional Nurse (Access)	NURS 200-1

continued

SEMESTER III (January - May)

The Individual Requiring Long Term Care (January)	NURS 291-5
The Nurse - A Health Team Member (February -May)	NURS 299-15

REFRESHER COURSE FOR NURSES

(See Continuing Education Programs)

NURSING IN RURAL HOSPITALS

This post basic program is designed to provide Registered Nurses who are currently employed or plan to work in a small rural hospital with the competencies to assist them to function more effectively. The program consists of 13 modules. Each module is designed with specific objectives, planned independent study, independent clinical practice, as well as scheduled classroom and clinical experience.

The independent study and clinical practice may be completed in the nurse's home community. The planned class and clinical days are generally scheduled in Prince George. The planned clinical time may be scheduled during evening hours and on weekends in order to provide appropriate clinical experience.

ADMISSION REQUIREMENTS

Selection of participants in the program is based on the following criteria:

1. Current nurse registration in British Columbia,
2. Recent satisfactory clinical evaluation by employing agency.
3. Preference is given to those nurses who are currently employed in a small hospital and who plan continued employment in such a setting.
4. Preference is given to those nurses with at least six months nursing experience giving direct care within the past three years.

Nurses not enrolled in the entire program may enroll in specific modules providing the pre-requisite modules are completed and the criteria for selection are met.

FEES/TUITION

\$10 per class/clinical day to a total of \$600 for the 13 modules:

Module 1 -	\$ 30	Module 7 -	\$ 60
Module 2 -	50	Module 8 -	100
Module 3 -	30	Module 9 -	50
Module 4 -	100	Module 10 -	70
Module 5 -	50	Module 11 -	50
Module 6 -	60	Module 12 -	40

Materials/lab fees: \$10 per module
Registration fees: \$15 per semester
I.D. card: \$1.00 per year
Textbooks: as required

PHYSICAL EDUCATION

The College of New Caledonia provides a two-year university transfer program that prepares students for entry into the following degree programs:

UNIVERSITY OF BRITISH COLUMBIA

Bachelor of Physical Education
Bachelor of Education - Secondary Division (P.E. Major)
Bachelor of Education - Elementary Division (P.D. Major)
Bachelor of Recreation Education (partial program)

UNIVERSITY OF VICTORIA

Bachelor of Science - Human Performance Major
Bachelor of Arts - Human Performance Major
Bachelor of Arts - Leisure Studies Major

ADMISSION REQUIREMENTS: See page 4.

LENGTH OF PROGRAM: 4 semesters.

COMMENCEMENT DATE: September.

FEES: See page 32.

THE PROGRAM

SEMESTER I

An Introduction to the Study of Sport PE 121-3
Biodynamic of Physical Activity PE 123-3
Scientific Basis of Athletic Conditioning PE 103-2
Two non-P.E. electives from University
Transfer Courses
100 Level University Transfer English

SEMESTER II

Dynamics of Motor Skill Acquisition PE 124-3
Two PE Performance courses
Two non-P.E. electives from University
Transfer Courses
100 Level University Transfer English

SEMESTER III

Human Functional Anatomy and Applied
Physiology I PE 203-3
Two P.E. Performance courses
Two non-P.E. electives from University
Transfer Courses
200 Level University Transfer English

SEMESTER IV

Human Functional Anatomy and Applied
Physiology II PE 204-3
Sport in Canadian Society PE 222-3
Two P.E. Performance courses
Two non-P.E. electives from University
Transfer Courses
200 Level University Transfer English

NOTE 1: Students should refer to the appropriate university calendar as a guide to selecting electives, or contact a counsellor.

NOTE 2: Students who intend to enter Sport Management stream at UBC should enroll in Economics 202.

NOTE 3: Students should select courses which are appropriate to the selected stream of specialization:

Teaching/Coaching
Sports Medicine
- Athletic Trainer
- Exercise Specialist
Sports Management
Special Populations
Lifestyle Management

UNIVERSITY TRANSFER PROGRAM

The College of New Caledonia offers a wide variety of courses in the area of Arts and Sciences.

Students may elect a program of studies that will transfer to third year University and will lead to a degree in:

Agricultural Sciences	Home Economics
Arts	Law
Applied Science (Engineering)	Librarianship
Architecture	Medicine
Co-operative Computing	Pharmaceutical Sciences
Geography, Chemistry	Physical Education
Dental Hygiene	Recreation
Dentistry	Rehabilitation Medicine
Education	Science
Forestry	Social Work

To help students in program planning for University Transfer a transfer equivalency guide appears in this calendar on pages 66 and 67.

Students are urged to discuss their program with a CNC Counsellor to ensure that the proper courses have been selected to satisfy the requirements of the degree they are seeking.

ADMISSION REQUIREMENTS: See page 4.

LENGTH OF PROGRAM: 4 semesters.

COMMENCEMENT DATES: September or January.

FEES: See page 32.

ACADEMIC & CAREER PROGRAMS (UNIVERSITY, BUSINESS, TECHNICAL)

ADMISSIONS AND REGISTRATION

ADMISSION REQUIREMENTS

Students eligible for admission are those who satisfy specific course or program prerequisites. Where Grade 12 is listed as a requirement for admission:

- a) Students should have graduated from a B.C. Secondary School or equivalent or have GED or ABE IV.
FOR 1984: English 12, Eng 040 or equivalent.
- b) GED meets general admission requirements but does not meet specific course prerequisites. Students without Grade 12 may be admitted who:
 - (i) are deficient in no more than two courses for B.C. Secondary School graduation (which may be required to be completed while attending CNC).
FOR 1984: Must have English 12, Engl 040 or equivalent.
 - (ii) are over 19 years of age on the first day of the semester for which admission is sought and have been out of the regular school system for at least one year. Program prerequisites or their equivalent will be assessed on an individual basis.
 - (iii) will complete Grade 11 in the year in which they are applying for admission, and who have an outstanding academic record. These students will be admitted as "Early Admission" students.

SPECIAL ADMISSION:

Special admission may be granted to enter a program or course where the admission requirements or course prerequisites have not been met, upon the written recommendation of a counsellor and the instructor with the signed authorization of the appropriate Director or Dean.

ADMISSION STATUS — ACADEMIC

All students are assigned an academic status. This status is normally determined by the student's previous level of success.

- (i) Adequate Status - assigned to new students who have completed all formal prerequisites for admission to the College and continuing students with a current grade point average of 1.5 or higher.
- (ii) Conditional Status - assigned to new students who have not submitted transcripts of previous education, or who are required to complete one or two secondary school courses. Students will not normally receive an official transcript until the condition for admission has been satisfied.
- (iii) Probationary Status - assigned in each of the following situations:
 - to mature students who have not completed secondary school.
 - to students whose previous academic achievement cannot be accurately assessed.
 - to students admitted as "Early Admission" students.
 - to students whose current grade point average is between 1.00 and 1.49. Such students may be required to enroll in a reduced course load and will be required to attend CNC 154-0 Directed Studies. If this is the second semester when the student's grade point average is between 1.00 and 1.49, the student may be required to withdraw.

NOTE: CNC Students with a grade point average of 0.99 or lower will normally not be permitted to continue the following semester.

- (iv) Advance Standing - students who have completed post-secondary courses in other institutions may be given credit for these courses at CNC. Students with questions on advance standing should consult a CNC Counsellor well

before the beginning of the semester and obtain a written acceptance of their advance standing.

- (v) Audit Status
Students may Audit courses under the following provisions.
 1. There must be a vacancy in the class. Students taking the course for credit are given preference on class lists.
 2. The student must request Audit status at the time of registration.
 - 3.a) Students requesting a status change from Regular to Audit must do so during the regular College drop period. Students requesting such a change forfeit their seat on the official class list and will be re-assigned if a vacancy exists as outlined in number one above.
 - b) Students requesting a status change from Audit to Regular must do so during the regular College add period. Students may only make such a change if there is a vacancy in the class and they have fulfilled all other College admission requirements.
 4. Students may not change from Regular to Audit status after the official add/drop period has passed unless approved by a Division Director or Dean.
 5. No College credit is awarded for audited courses.
 6. The student must pay the regular fee for taking the course.
 7. Courses taken on an Audit basis are not considered part of the student's official workload.

ADMISSION PROCEDURES

NEW STUDENTS:

- (i) Write to or inquire at the Student Service Office for an application form.

Student Services College of New Caledonia
3330 - 22nd Avenue
Prince George, B.C. V2N 1P8 562-2131
- (ii) The completed Application Form, and Secondary School or Post-Secondary transcript, should be submitted to the College as soon as possible. Secondary School students may complete a statement of Secondary School Subjects. This statement will be accepted in lieu of a transcript and students will be admitted on a conditional basis. The conditional status will be removed when the College receives the official transcript of Secondary School grades. This should be forwarded as soon as possible.
Students are not formally accepted or placed on program waiting lists until transcripts or Secondary School Status Statements are received by the College.
- (iii) Applications will be processed and students will be notified by mail of their admission to the College.
- (iv) Detailed registration information, including the date and time for registration, will be included with the Permission to Register letter.
- (v) All new students will be required to consult with a counsellor before or during registration.

FORMER STUDENTS RETURNING TO COLLEGE:

- (i) All returning students register at the College at the date and time indicated on their Notice of Admission.
- (ii) Students requiring academic advice or counselling are encouraged to consult a Counsellor prior to the formal registration period.

PRIORITY:

All applicants are urged to apply for admission as early as possible as first priority may be given to the earliest applications.

REGISTRATION

Students must register at the time indicated on their Permission to Register letter.

Students will not be admitted to the registration area at times earlier than those indicated on their Permission to Register letter. Registration is not complete until all fees have been paid.

LATE REGISTRATION

Students who do not register at the time specified on their notice of Admission may register up to 10 instructional days after the first day of classes. \$50.00 late registration fee will be assessed anyone who does not register at the time indicated on their Permission to Register letter. Students with extenuating circumstances are advised to see the Dean of Student Services.

CHANGE OF COURSE OR SECTION

Students contemplating changing courses should consult with a counsellor. All course and section changes require College approval and will only be permitted during the periods specified in the College Calendar.

WITHDRAWAL

A student may withdraw from courses without academic penalty or instructor's permission up to the end of the 6th week of the semester. A minimum of 20% of the student's final grade will be decided and be made available prior to the end of the 6th week of the semester.

A student may withdraw from courses without academic penalty from the beginning of the 7th week until the end of the 9th week provided a "P" grade, or better, has been maintained. Students who withdraw after the 9th week will receive an "F" grade. The assignment of the "F" grade may be appealed through the appropriate Dean.

NOTE: Students who withdraw after the final withdrawal deadline will receive an "F" grade and a grade point of "0" which will be calculated in their grade point average.

Students have the right to appeal any grade assigned by the College.

TERMINATION

See Page 6. (General Information Section)

UNIVERSITY, BUSINESS, TECHNICAL PROGRAMS

A student who withdraws twice from the same course and applies for readmission to that course will be given the lowest priority on the courses's waiting list.

NURSING PROGRAMS

A Student who fails a nursing course once will be allowed to apply for readmission.

A subsequent failure in any nursing course will automatically exclude the student from further study and from readmission to the Nursing program.

Nursing students will be readmitted to the program according to the following priorities:

1. A student who has successfully completed the prerequisite courses and/or who, at the time of withdrawal maintained a grade of "C" or better, will have first priority.
2. A student who has failed a nursing course or who has withdrawn from the nursing course with less than a "C" grade standing will be given second priority.
3. A student requesting transfer from nursing programs at other institutions will be subject to the criteria above and will be given third priority.
4. A student who withdraws twice from the same course and applies for readmission to that course will be given the lowest priority on the course's waiting list.
5. A student who is enrolled in the General Nursing Program must complete the program requirement within 5 years of the date of initial enrollment.
6. A student who is enrolled in the Access Nursing Program must complete the program requirements within 3½ years of the date of initial enrollment.

The College reserves the right to refuse readmittance to any student based on its' ability to deliver the appropriate instructional experiences.

FEES

DIPLOMA AND UNIVERSITY TRANSFER PROGRAMS

TUITION AND ASSOCIATION FEES

Per Semester

FULL AND PART TIME ARTS AND SCIENCE UNIVERSITY TRANSFER

FEES: Tuition: \$50.00 per course
 Lab/Materials: \$25.00 per lab course
 (maximum \$50.00)
 Student Association: \$3.60 per course
 (maximum \$18.00)
 I.D. Card: \$1.00

FULL TIME CAREER TECHNICAL PROGRAMS including Nursing, Forestry, Broadcast Technology, Electrical/Electronics Technology, Construction Technology, Business Administration, Applied Science (ie. Engineering), Agricultural Science, Physical Education

FEES: Tuition: \$250.00 per semester
 Lab/Materials: \$25.00 per lab course
 (maximum \$50.00)
 Student Association: \$3.60 per course
 (maximum \$18.00)
 Registration Fee: \$15.00
 I.D. Card: \$1.00

PART TIME CAREER TECHNICAL PROGRAMS

FEES: Tuition: \$50.00 per course

Lab/Materials: \$25.00 per lab course
 (maximum \$50.00)
 Student Association: \$3.60 per course
 (maximum \$18.00)
 Registration Fee: \$15.00
 I.D. Card: \$1.00

MISCELLANEOUS FEES

Grade Appeal	\$5
Transcript	5
Duplicate Diploma	5
I.D. Card Duplicate	1
Locker Rental	2
Duplicate Permission to Register	1
Duplicate Grade Statement	1
Duplicate income tax receipt	1

NOTE: Some courses may require an assessment for supplies and activities required as part of the course.

ESTIMATED EXPENSES

Full-time students should be aware of the expenses beyond the fees, they will incur each semester. Costs can be estimated as follows:

Books and supplies	200
Local transportation	150
Miscellaneous	400
	<hr/>
	750

PAYMENT OF TUITION FEES

Students who have applied for admission to a Career/Technical Program offered by the college and have been offered a seat in that Career/Technical program, are required to pay the non-refundable tuition fee for one semester in order to secure their place in the class. Students will be given notice of their acceptance and advised that they must pay their non-refundable tuition within thirty days or the seat will be offered to the next student on the waiting list.

For other programs and returning students, tuition, lab/materials, registration and student association fees are collected each semester at the time of registration. Students who are unable to pay their fees at the time of registration and who are unable to obtain financial assistance from the Financial Aid Officer will not be permitted to register unless prior approval is obtained from the Registrar of the Dean of Student Services.

CANADA EMPLOYMENT AND IMMIGRATION COMMISSION SPONSORSHIP

Canada Employment and Immigration Commission purchases spaces in some programs. Before applying for admission as a fee paying student, you may wish to check with your local CEIC Office to determine your eligibility for sponsorship by CEIC.

For information on those programs which are eligible for sponsorship by CEIC, call the CNC Counselling Centre or your local CEIC Office.

SPONSORED STUDENTS

Students whose fees will be paid by sponsoring agencies will be required to present a letter to this effect from the agency concerned at the time of registration.

REFUNDS

A complete refund of fees is made only when a course or program is cancelled.

SCALE OF WITHDRAWAL REFUNDS:

- An 80% refund of fees will be made if the student withdraws within two weeks after commencement of classes.
- A 50% refund of fees will be made if the student withdraws within the third or fourth week after commencement of classes.
- No refund will be made if the student withdraws more than four weeks after commencement of classes, or after 25% of the course has been completed in courses/programs less than 4 months in length.

ACADEMIC & CAREER PROGRAMS (UNIVERSITY, BUSINESS, TECHNICAL) GRADES AND TRANSCRIPTS

EVALUATION AND GRADING

To ensure maximum involvement of the student in the learning process, CNC follows a policy of regular and frequent evaluation in determining the grades. There is no single final examination. All final grades are issued through the Registrar's Office.

GRADES

Alphabetic symbols are used to report academic success. Each grade is assigned a numerical weight or grade point, that is used to determine the grade point average.

LETTER GRADE	GRADE POINTS
A Outstanding achievement	4.0
B+	3.5
B Good achievement	3.0
C+	2.5
C Satisfactory achievement. The lowest standing on which to base further study in a discipline.	2.0
P Standing below that required for further study in a discipline. The student is granted college credit for the course but cannot be granted credit for the course in another institution. Permission is required to continue in a sequential course.	1.0
F Fail. No credit granted.	0
I Incomplete. Grade and credit withheld until all requirements of the course have been met. Will require completion of all required work within 4 weeks of the last day of classes or an 'F' grade will be assigned.	*
S Credit granted. Course requirements have been satisfactorily completed. This grade is assigned where a course is successfully challenged. NOTE: Some institutions will not accept for transfer those courses that have been awarded College credit on the basis of challenge credit.	*
T Advance Standing. Credit granted on the basis of work completed elsewhere.	*
G A student who has demonstrated comprehensive mastery of a course but because of illness or family affliction is unable to complete a final assignment or unable to sit a final	

examination, may be awarded "Aegrotat" standing. The "G" designation, followed by a regular letter grade, indicates appropriate credit will be given for the course, and such credit will be incorporated into the student's grade point average.

- N A student who completes no assignments for grading and who fails to officially withdraw from the course will receive an "N" grade.
- W A 'W' grade will be assigned to those students completing the Withdrawal procedure outlined, and within the time limits specified in the College Calendar. *
- X Audit Status. No credit granted. *
- TER This letter grade signifies that the student was terminated from the applicable course by the College.

**Not included in the calculation of the grade point average.*

FOR PROGRAMS USING GRADE POINT AVERAGE (G.P.A.)

Grade point averages are reported on each Statement of Grades. The transcript includes the cumulative grade point average.

The G.P.A. is the sum of the grade points earned multiplied by the number of credits and divided by the number of credit hours taken.

Example:

Course	Credit Hours	Letter Grade	Grade Points	Grade Points x Credit Hours
1	3	A	4	12
2	3	B	3	9
3	4	C	2	8
4	2	P	1	2
5	<u>3</u>	F	0	<u>0</u>
	15			31

G.P.A. equals $31 \div 15$ equals 2.07.

STATEMENT OF GRADES

At the end of each semester or at the end of a program a Statement of Grades is mailed to each student enrolled in a course for credit.

All obligations relating to fees, library books or fines, rentals, loans, etc., must be met before any Statement of Grades, transcript, certificate or diploma will be released.

REPEATING A COURSE

Courses may be repeated for the purpose of raising grades. Credit will be granted for the higher grade achieved, but both grades will be recorded on the student's permanent record. Students repeating courses must advise the Registrar's Office to ensure only the highest grade point is included in the calculation of their G.P.A. Other institutions to which a student might transfer may re-calculate the G.P.A. to include both grades obtained.

CREDIT HOURS

One credit hour usually represents one hour per week of classroom lectures. Most courses offered are three credit hours. As such they require three lecture hours per week, together with

required study in laboratories, seminars, or tutorials. A full-time student is normally enrolled in 15 or more credit hours of work each semester.

TRANSCRIPTS

The Official Transcript includes a record of the student's grades and is imprinted with the College Seal and signed by the Registrar.

Transcripts may be obtained from the Registrar's Office at a cost of \$2 per copy. The College will forward transcripts to other institutions or potential employers, etc. only with the specific permission of the student involved.

TRANSFER TO OTHER INSTITUTIONS

Students contemplating transfer to another institution should consult the Calendar of the institution to which they intend to transfer and ensure that their program of studies at CNC will allow for such transfer.

CNC Counsellors will assist students to select courses that will permit easy transfer to other institutions, but the final responsibility for a selection of courses remains with the student.

ACADEMIC & CAREER PROGRAMS COURSES

Each course is identified by a four-digit number, for example ANTH 101-3.

The first digit indicates the year in which the course is usually taken. Course numbers beginning with a 1 are usually first-year courses and course numbers beginning with a 2 are usually second-year courses.

The second digit indicates transferability to B.C. Universities. Course numbers with 0, 1, 2, 3, or 4 as the second digit are generally transferable. Course numbers with a 5, 6, 7, 8, or 9 as the second digit are generally not transferable. The third digit completes the course number. The fourth digit indicates the number of credit hours the course carries.

e.g. ECON 152-3

The 1 indicates a first-year course

The 5 indicates it is probably not transferable to a university

The 2 completes the course number

The 3 indicates the course carries 3 credit hours

CHEM 204-3

The 2 indicates a second-year course

The 0 indicates probable transferability to a university

The 4 completes the course number

The 3 indicates the course carries 3 credit hours.

For more complete university transfer information check the Transfer guide pages 66 and 67.

The number in parenthesis at the end of the description indicates the number of lecture hours and lab or seminar hours per week. Thus (3,2)L 3 hours lecture and 2 hours lab or seminar per week. The letter "L" following the parenthesis indicates a lab fee.

In any course with a laboratory component both the lab portion and the lecture portion must be passed in order to pass the complete course.

Students may register only in those courses for which they have the specific prerequisite.

All students interested in University Transfer courses should check the TRANSFER GUIDE to ensure courses they are taking at

CNC satisfy the requirements of the institution to which they wish to transfer.

NOTE: Detailed course descriptions, including instructor, method of evaluation, text, and the purpose of the courses are available from the Student Services Office.

Courses in this section are not necessarily offered every semester. Check with the Counselling Centre 562-2131 Loc. 360

Courses marked * may not be offered in the calendar year 1983-84.

SPECIAL ADMISSION

Special admission may be granted to enter a course where the course prerequisites have not been met, upon the written recommendation of a counsellor and the instructor with the signed authorization of the appropriate Director or Dean.

BUSINESS ADMINISTRATION

ACC 151-3 Accounting I

A study of the fundamental concepts and techniques of the accounting process in proprietorships and corporations. Emphasis is placed upon the flow of information through the business and its relation to various functional areas. All material is integrated with case studies. (3,0)

ACC 152-3 Accounting II

A continuation of the introduction to fundamental accounting principles. Topics include: corporate accounting, financial statement analysis, budgeting, departmental accounting, manufacturing accounting and tax planning. All material is integrated with case studies.

PREREQUISITE: ACC 151-3

(3, 0)

ACC 251-3 Intermediate Accounting I

A sound knowledge of fundamental accounting principles is essential to deal with the concepts presented in this course. The emphasis is on solving problems related to financial statements, cash, marketable securities, accounts receivable, current liabilities, inventories, plant and equipment, and intangible assets.

PREREQUISITE: ACC 152-3 (3,0)

ACC 252-3 Intermediate Accounting II

The analysis of the balance sheets accounts, which was started in ACC 251, is concluded with coverage of shareholders' equity, long-term liabilities, and long-term investments. Other topics include: accounting for income taxes, accounting changes, statement analysis and price-level and fair-value accounting.

PREREQUISITE: ACC 251-3 (3,0)

ACC 253-3 Cost Accounting I

An introduction to managerial accounting. Emphasis is placed on cost for planning and control and includes the following topics of prime managerial significance: cost-volume-profit relationships, job order costing, budgeting, standard costs, and flexible budgets.

PREREQUISITE: ACC 152-3 (3,0)

ACC 254-4 Cost Accounting II

A continuation of Accounting 253. Topics covered include cost allocations, joint and by-products, process costing, spoilage, inventory control, and payroll. A practice set is included.

PREREQUISITE: ACC 253-3 (3,0)

ACC 257-3 Financial Management I

An introduction to the application of financial tools to analyse the internal operations of the business enterprise with the objective of measuring performance and assisting management decision-making. The topics covered include: Ratio analysis, break-even analysis, financial forecasting, cash budgeting, management of cash and marketable securities, investment in accounts receivable - credit management, investment in inventories, capital budgeting, term loans and leases.

PREREQUISITES: ACC 151-3, ACC 152-3, MATH 154-3. (3,0)

ACC 258-3 Financial Management II

Sources and forms of short-term financing for both large and small businesses are studied. The topics covered: Trade credit and current asset financing, bank financing, term loans, cost of capital, long term securities market, long term debt, financial leverage, warrants and convertibles, preferred stock, common stock, and dividend policy.

PREREQUISITE: ACC 257-3 (3,0)

ACC 353-4 Advanced Accounting

Topics covered include: consolidations, changes of price levels and financial reporting, replacement costs and financial reporting, foreign operations, reorganizations and liquidations.

PREREQUISITE: ACC 252-3 (4,0)

ACC 361-4 Taxation

A course dealing with all aspects of taxation in Canada. Municipal, provincial and federal taxation will be covered. Specific topics will include income tax, sales taxes and customs and excise taxes.

PREREQUISITE: ACC 252-3 (4,0)

AGRICULTURAL SCIENCES

NOTE: Students wishing to take Agricultural Sciences courses must register with U.B.C. See ADMISSION REQUIREMENTS or a counsellor.

AGSC 100 Introduction to Agricultural Sciences

This UBC course gives an orientation to study and career programs; survey of professional opportunities and requirements. (one Friday evening, all day Saturday session)

AGSC 110 Introduction To Food Production Systems

This UBC course studies the fundamental concepts and principals underlying food production systems. (3,2)

ANSC 258 Introduction to Animal Production Systems

This UBC course studies the livestock and poultry industry; application of scientific principles to the production of various classes of livestock and poultry. (3,2)

ANTHROPOLOGY

ANTH 101-3 Cultural and Social Anthropology

A comparative study of cultural institutions and cultural behaviour, including such topics as social structure, folklore, language, art, religion, economics, marriage and family, and politics. (3,0)

ANTH 102-3 Evolution of Man and Culture

An introductory survey of physical anthropology and archaeology, including such topics as the origins of man and culture, nature of race, and development of culture. (3,0)

ANTH 103-3 • Introduction to the Native Peoples of Canada

This course will provide the student with a general introduction to the Indian and Inuit peoples of Canada. Course content will integrate perspectives from anthropology and history in examining native societies and culture prior to the arrival of Europeans, and in interpreting the effects of colonialism in the post-contact period. Prior experience with introductory anthropology and/or Canadian history should be considered an asset, but not a requirement for students in this course. Prerequisite: Anth 101 or Instructors permission. (3,0)

ANTH 201-3 • Social Structure I - Ethnography

Review of structural functional theory and method. Survey of structural functional ethnographies and the examination of societies of various subsistence bases, geographical milieu, kinship organization, and political structures. Prerequisites: Anth 101-3, 102-3, or Instructors Permission. (3,0)

ANTH 202-3 • Social Structure II - Theory and Method

Examination of major concepts used in structural anthropology (role, social structure, institution, etc.) Use of concepts in comparative work. Examination of research techniques and research problems.

Prerequisite: Anth 201-3 or instructor's permission. (3,0)



BIOLOGY

Both the lecture portion and the laboratory portion must be passed in order to complete the course.

BIO 101-3 Biology for Science Majors I

This course examines the properties of atoms and molecule, cellular respiration, photosynthesis, embryonic development, hormones and physiological mechanisms.

PREREQUISITES: Biology 11 or Biology 040 and Chemistry 11 or Chem 040 (3,3)L

BIO 102-3 Biology for Science Majors II

Topics in this course include the role of science in society, the geological history of the earth in relation to life, the development of evolutionary theory and genetics. Further, taxonomy, the diversity of organisms and various aspects of social organizations are studied.

PREREQUISITES: Biology 11 or Biology 040 and Chemistry 11. (3,3)L

BIO 103-3 Biology for Non-Majors I

A general biology course, less rigorous than Bio 101-3, and intended for those students not majoring in sciences. Topics studied are classical and modern genetics, origin of life and evolutionary theory, taxonomy, ecological relationships, and animal behaviour. (3,3)L

BIO 104-3 Biology for Non-Majors II

Similar in intent to Bio 103-3. Topics covered are ecology, diversity among plants and animals, and economic biology. (3,3)L



BIO 111-3 Human Anatomy and Physiology for Nursing I

An introductory survey of the structure and functions of the systems of man. Lecture topics include cellular biology and the skeletal, cardiovascular, respiratory, urinary and gastrointestinal systems. Laboratory exercises involve histology and anatomy. This is an appropriate course for Nursing students and others who require introductory coverage of the field.

PREREQUISITES: Biology 11 or Bio 040 and Chemistry 11 or Chem 040. (3,3)L

BIO 112-3 Human Anatomy and Physiology for Nursing II

A continuation of Biology 111-3. This course deals with the muscular, nervous, endocrine and reproductive systems. A series of lectures will also be given in microbiology at the introductory level. Laboratory exercises involve the development of various physiological principles utilizing modern instrumentation.

PREREQUISITE: Biology 111-3 (3,3)L

BIO 114-3 Human Physiology

A one semester course dealing exclusively with human physiology. Materials covered range from topics at the molecular level to the systems level. Students enrolled in this course are assumed to have a basic familiarity with human anatomy. The course is designed specifically for nursing access students.

PREREQUISITE: Practical Nurse, Biology 11 or Bio 040 Chemistry 11 or Chem 040 (3,3)L

BIO 121-3 Human Anatomy and Physiology for Medical Laboratory Technology I

This course presents a broad and thorough coverage of the systems of anatomy and physiology. Lecture course emphasis is on physiological principles at both the cellular and systems level. Cellular biology and the skeletal, muscular, nervous and cardiovascular systems are covered. This course is open to students outside the Medical Laboratory Technology program, who may find an introductory course appropriate.

PREREQUISITES: Biology 11 or Bio 040 Chemistry 11 or Chem 040 (3,3)L

BIO 122-3 Human Anatomy and Physiology for Medical Laboratory Technology II

A continuation of Biology 121-3. Topics to be covered include the respiratory, urinary, gastrointestinal, endocrine and reproductive systems and metabolism. Laboratory exercises deal with physiological principles utilizing modern equipment and a variety of laboratory animals, both cold and warm blooded.

PREREQUISITE: Bio 121-3 (3,3)L

BIO 123-3 Fundamentals of Immunology

Basic principles of Immunology are given with emphasis on medical laboratory application. The topics covered include molecular aspects of antigen and antibody, serological reactions, hypersensitive states, autoimmune diseases, tissue and tumor immunity, and immunologic deficiency diseases.

PREREQUISITES: Bio 11 or Bio 040, TCHM 181-3 COREQUISITE: Chem 154-3 (3,2)L

BIO 201-3 Cell Structure

Beginning with experimental techniques, this course covers physical and chemical aspects of biological structure in prokaryote and eukaryote cells as well as in virus particles. Additional topics include cell events (mitosis, meiosis and movement) and correlations of structural diversity with functional specialization.

PREREQUISITES: Bio 101-3 and 102-3; Chem 101-3 or 103-3 and 104-3. COREQUISITE: Chem 203-3. (3,0)

BIO 202-3 Cell Chemistry

An introductory course dealing with the chemical basis of life. This course emphasizes basic life processes; energy conversion, transfer and storage. Cell structures are discussed from the standpoint of their roles in energetics.

PREREQUISITE: Bio 201-3 COREQUISITE: Chem 204-3

BIO 203-3 Introduction to Ecology

The organism and its abiotic and biotic environment will be introduced followed by a more complete analysis of energy flow and the cycles of various organic and inorganic materials. Intraspecific and interspecific relationships of organisms will be developed. An introduction to the biome concept and the influence of man on his environment will be considered.

PREREQUISITES: Bio 101-3 and 102-3 or Bio 103-3 and 104-3 and first year College Chemistry (3,0)

BIO 204-3 Introduction to Genetics

This introductory course will cover classical genetics, molecular genetics, genetics of populations and human genetics. The use of statistics in genetics will be introduced where applicable.

PREREQUISITES: Bio 101-3 and 102-3 or Bio 103-3 and 104-3 and first year College Chemistry. (3,0)

- **BIO 205-3 Introduction to Microbiology I**

A historical perspective of microbiology, followed by topics which will include bacterial cell structure and its relation to function; bacterial growth kinetics and a survey of the lower protists. An introduction to virology and bacterial metabolism, including environmental factors which affect microbial growth and survival will also be presented.

PREREQUISITES: Bio 101-3 and 102-3
COREQUISITE: Chem 203-3. (3,3)L

- **BIO 206-3 Introduction to Microbiology II**

This course will include an introduction to the genetics of bacteria and viruses; sporulation as a form of bacterial differentiation; immunology, including both antibody and cellular responses to antigen and an analysis of host-parasite relationships.

PREREQUISITE: Bio 205-3.
COREQUISITE: Chem 204-3. (3,3)L

BIO 207-3 Comparative Anatomy of Vertebrates

A systematic approach to the comparative anatomy of the vertebrates. Organisms exhibiting a variety of morphological advances will be dissected in the laboratory.

PREREQUISITES: Bio 101-3 and 102-3. (3,3)L

BIO 208-3 Developmental Biology

A brief introduction to the principles of embryology and a survey of developmental anatomy and physiology of the vertebrates.

PREREQUISITES: Biol 101-3 and 102-3. (3,3)L

CHEMISTRY

Both the lecture portion and the laboratory portion must be passed in order to complete the course.

CHEM 101-3 Fundamentals of Chemistry I

This course includes thermodynamics, a quantitative discussion of equilibrium and ionic solutions, and reaction kinetics.

PREREQUISITE: Chemistry 12 or Chem 040 with C+ standing. (3,3)L

CHEM 102-3 Fundamentals of Chemistry II

A discussion of modern bonding theories and applications to molecular structure, followed by an introduction to organic chemistry and biochemistry.

PREREQUISITE: Chemistry 12 or Chem 040 with C+ standing. (3,3)L

CHEM 103-3 Introduction to Chemistry I

With Chemistry 104-3 this course constitutes a first year general Chemistry course for students planning on entering Agriculture, Forestry, Sciences, etc. The course covers solution calculation, equilibrium, pH, acids and bases and oxidation and reduction.

PREREQUISITE: Chem 11 or Chem 040. (3,3)L

CHEM 104-3 Introduction to Chemistry II

This is a course for students who have not completed Chemistry 12 recently. It is primarily intended for students whose major areas such as Forestry, Home Economics, etc. require 1 or 2 years Chemistry. The topics covered are chemical bonding, chemical calculations, organic and inorganic Chemistry.

PREREQUISITE: Chem 11 or Chem 040 (3,3)L

CHEM 154-3 Chemistry for Medical Lab

Analytical, organic, and biological chemistry for medical lab technology students.

PREREQUISITE: TCHM. 181-3 (3,3)L

CHEM 201-3 Physical Chemistry

This course comprises a discussion of the laws of thermodynamics followed by a treatment of the equilibrium thermodynamics of gases and solutions.

PREREQUISITE: Chem 101-3 or 103-3. (3,3)L

CHEM 202-3 Inorganic and Co-ordination Chemistry

The chemistry and structure of transition metal compounds are discussed in this course. The kinetics and mechanism of reactions of co-ordination compounds is also covered.

PREREQUISITE: First Year Chemistry (3,3)L

CHEM 203-3 Organic Chemistry I

The course provides an introduction to organic chemistry. A survey of structure and reactivity for the major functional groups is followed by an introduction to analysis and structure determination. A major topic on chirality and conformational analysis is included. Laboratory experience includes an introduction to synthetic methods and infrared spectroscopy.

PREREQUISITE: Chem 102-3 or 104-3. (3,3)L

CHEM 204-3 Organic Chemistry II

Mechanism and synthesis are discussed as central themes in organic chemistry. This course surveys substitution, addition, elimination, rearrangement and oxidation-reduction reactions for the functional groups introduced in Chemistry 203. Additional topics in carbonyl and carbohydrate chemistry are included, as is an introduction to nuclear magnetic resonance. Laboratory experiments provide experience in contemporary synthetic methods and gas chromatography.

PREREQUISITE: Chem 203-3. (3,3)L

COACHING

- **COCH 151-2 Sports Physiology**

This course provides coaches with skills that will allow them to analyze the physiological needs of their athletes, and to plan more effective training sessions that will result in desired change, and ultimately improve performance. (3,0)

- **COCH 153-1 NCCP Level I Theory**

This course will provide coaches with the basics on becoming a better volunteer coach. Theoretical skills are introduced and their applications to a wide range of sport skills and interpersonal behavior will be illustrated. Example topics include leadership and communication, human learning and motivation, growth and development, and muscle control and development. (3,0)

- **COCH 154-2 Principles of Coaching**

The course is designed to offer coaches of all sports and levels the specialized knowledge required to assume a more professional approach to the coaching role. The course will help the inexperienced coach to understand the fundamentals of coaching, and enable the more seasoned coach to improve his/her skills by acquiring the most recent coaching principles. (3,0)

- **COCH 251-2 Psychology of Coaching**

The general emphasis in the course will be on increasing the student's understanding of the major psychological processes that underlie athletic coaching. Topics will include mature incentive systems in sport, achievement motivation, aggression, behavior control, anxiety, and competition arousal. (3,0)

- **COCH 256-2 Sport Medicine**

This course is designed to introduce and equip the coach with the knowledge, attitude and skill necessary to deal effectively with the most prevalent problems; namely soft tissue injuries, strains and sprains, dislocations, and fractures. (3,0)

- **COCH 258-2 NCCP Level II Theory**

Level II of the NCCP is aimed towards development and the teaching of sport science fundamentals centered around a seasonal schedule. This course is designed for the volunteer coach who works with a more committed and dedicated athlete.

PREREQUISITE: Coch 153-1 (3,0)

COMMERCE

COM 110-3 Quantitative Analysis I

Quantitative Analysis I provides an introduction to criteria for choice, cost benefit analysis, discounted cash flow and linear programming. The linear programming section employs a computer based linear programming package.
PREREQUISITES: Math 101-3 and Math 102-3 or Math 103-3 and Math 104-3 or permission of instructor. (3,0)

COM 120-3 Organizational Behavior

A multi-dimensional approach to understanding the human problems of business organizations. The areas of determinants of behavior, actual behavior, and the consequences of behaviors are examined in detail with the objective of improving skill at diagnosing behavioural situations. Specific topics include group behavior, individual behaviour, leadership, communication, and introduction of change. (3,0)

COM 201-3 Accounting

An introduction to income determination for accounting purposes including a review of various balance sheet accounts and their relationship to the income statement. Financial statement presentation and analysis are also considered. (3,0)

COM 202-3 Financial Accounting

The review and extension of financial accounting concepts and their applications to the financial statements studied in Commerce 201 and to additional areas, including some income tax. The impact on financial statements of income determination, valuation, and classification alternatives. The use of financial statements for decisions through ratio analysis.
PREREQUISITE: Com 201-3. (3,0)

COM 207-3 Business Statistics I

Basic probability and statistical concepts. Decision Theory and the revision of probabilities. Classical decision theory.
PREREQUISITES: Math 102-3 or Math 103-3 and Math 104-3 (3,0)

COM 208-3 Business Statistics II

Statistics applied to business problems. Estimation, hypothesis testing, correlation, linear and multiple regression, time series and forecasting models.
PREREQUISITE: Math 207-3 or Com 207-3 (3,0)

COMPUTER INFORMATION SYSTEMS

CIS 151-3 Introduction to Computers & Data Processing

This course provides an overview of computers in society, what computers are, what they can and cannot do; the people that work with computers, and current concepts and issues regarding the potential for use and misuse of computers. Emphasis is on computer terminology and descriptions of equipment and fundamental concepts and processes to provide the student with basic computer literacy skills. Included are discussions on: the data processing cycle; evolution of the computer; hardware and software; data storage, control and retrieval; batch and transaction-oriented systems; common programming languages; data communications; and, the system development cycle. (3,0)

CIS 153-3 Introduction to Programming (BASIC)

This course provides a general introduction to computer programming, not just to a programming language. Structured technique is emphasized throughout because it has been demonstrated to produce clear, efficient, maintainable code at a highly productive rate. Simple business problems are analyzed and solutions developed using structured flowcharts and pseudo-implemented in laboratory sessions using the BASIC programming language; each lab assignment is documented to typical business standards. (BASIC is a language commonly available with many small business computers.) (3,3)

CIS 154-3 Advanced Programming (BASIC)

This course is a continuation of CIS 153 with emphasis on advanced programming concepts and advance features of the BASIC Language. Advanced programming concepts include: structured programming and "top down" modular approaches; screen handling; file access; techniques for files of various organizations; and, DLC (DEC Control Language) and utilities of the VAX 11/780. Advanced BASIC features include: matrices; virtual arrays, internal and user-defined functions, and input/output operations on various peripheral devices. Laboratory assignments are typical business problems which must be coded and documented in accordance with accepted standards.
PREREQUISITES: CIS 153-1 and CIS 153-3. (3,1)

CIS 162-3 Systems Analysis and Design I

An introduction to the theory and methodology of structured analysis and design of business information systems. Among the many topics introduced are: the systems development cycle; the problem definition and evaluation of existing systems; characteristics of good system design; system controls; evaluation of benefits and alternatives; systems documentation; conversion and testing; implementation, follow-up and evaluation. Throughout, human relations are emphasized as well as the goals, methodology, and particular tools and techniques of a top-down approach to analysis and design of business systems.
PREREQUISITES: CIS 153-1 and CIS 153-3. (3,1)

CIS 173-2 Applications Programming I (COBOL)

The popular business language COBOL is introduced in this course on program design, documentation and coding of typical business problems. Modular and structured programming are emphasized and advanced language features are incorporated as skill levels increase. Assignments must meet typical business standards. Throughout various common business applications (e.g. Sales Analysis) are discussed from a programmer's viewpoint.
PREREQUISITES: CIS 151-3 and CIS 153-3
COREQUISITE: CIS 154-3. (3,3)

CIS 182-3 Computer Operations Management

The material focuses on the role of computer operations as a service centre. Effective organization structures, workload scheduling and operational techniques are topics included in the studies. A portion of the course concentrates on operating systems and some of the technical aspects of different systems. Other perspectives relating to site management such as security and environmental control are addressed.
PREREQUISITES: CIS 151-3 and CIS 153-3. (3,0)

CIS 251-3 Advanced Business Communications

This course serves as a technical communication lab for concurrent CIS courses requiring considerable effort in technical writing and oral presentation. Expert help is provided to assist the student with the format of assignments received in technical courses. In effect, evaluation in this course is based on the communications component of each assignment, leaving the student confident in concentrating on the technical aspects of the assignment in the subsequent presentation for the other courses.
PREREQUISITES: ENGL 151-3 and ENGL 152-3.
COREQUISITES: CIS 261-3 and CIS 281-3. (3,0)

CIS 253-3 Programming Language (Fortran, RPG II)

This course provides the advanced programming student with an exposure to several other common business programming languages. This better prepares the student to find a place in the business world; demonstrates that advanced programming techniques and good programming habits are independent of particular programming languages; demonstrates the ease with which trained programmers can master new languages; and, illustrates features, advantages and disadvantages of particular languages. regardless of language, students are expected to produce programs which follow established conventions and meet accepted documentation standards.
PREREQUISITE: CIS 154-3. (3,3)

CIS 261-3 Systems Analysis and Design II

Structured techniques are utilized in constructing a new logical and a new physical system as a solution to a business problem. Comprehensive practice in a team environment is provided to reinforce earlier discussion of the tools of structured analysis and design: data flow diagrams, data structure charts, structured English, data dictionary, and data transformation descriptions. Students design an actual system, creating all the necessary reports and documentation and present their work to "management" for approval.

PREREQUISITE: CIS 162-3

COREQUISITE: CIS 251-3. (2,2)

CIS 262-3 Project Programming

This course follows Systems Analysis and Design I and II and demonstrates the software development as an outcome of the earlier work. It concentrates on the design, programming, testing and documentation associated with the implementation of business information systems. Students are expected to work cooperatively in a team environment. A comprehensive case study contains loose ends, holes, and outright omissions to simulate a likely real-life situation; each team must navigate these obstacles and produce a working set of programs

PREREQUISITES: CIS 253-3, CIS 261-3 and CIS 271-3. (0,6)

CIS 271-3 Applications Programming II (COBOL)

This second course concentrates on implementation of more sophisticated business applications with COBOL. Benefits of good methodology are easily illustrated with the more complex programming assignments. Further discussions on modular and structured techniques as well as peer group critiques (walkthroughs) are included. More advanced features of COBOL are introduced as the more sophisticated assignments require greater program interaction with the hardware and software environment.

PREREQUISITE: CIS 172-3 (3,3)

CIS 272-3 Maintenance Programming

This course simulates a programming shop environment; a variety of short assignments provide exposure to several applications requiring modification or enhancement. The student is expected to apply earlier training in programming, analysis and design to such typical situations as: changed requirements, expanded requirements, rewrites of poor code, familiarization with and documentation of undocumented code, and conversion to other languages. The student is exposed to a variety of programming styles and missing, mis-leading and incomplete documentation, while expected to provide a product that is coded and documented to a high standard.

PREREQUISITES: CIS 253-3 and CIS 271-3. (3,3)

CIS 281-3 Business Systems and Applications

This course discusses many of the most frequently encountered business computer applications, such as payroll, accounts payable, and general ledger. The techniques for conducting a feasibility study will be discussed, and a major paper will be written on a selected topic of business use of computers.

PREREQUISITES: CIS 151-3, ACC 152-3 and ACC 156-1. (3,0)

CIS 282-3 Computer Aids to Management Decisions

Increasingly, management utilizes the computer to apply management science techniques in the analysis of business problems. The student will learn to use these techniques both manually and through preprogrammed packages. The topics include linear programming, critical path, transportation algorithms, queuing theory, etc.

PREREQUISITES: CIS 151-3, Math 157-3 and Math 154-3 (3,3)

CIS 284-3 Information Resource Management

This course provides the advanced student with an overview of emerging issues in the CIS field and an insight into the climate likely to be encountered in a typical business installation. Topics

include: D.P. Networks, D.B.M.S., project management, legal considerations, "Office-of-the-Future", career opportunities, and professionalism. Students will become familiar with many of the leading periodicals in the field and are expected to critique others' research projects.

PREREQUISITE: CIS 261-3 (for CIS students only). (3,0)

CIS 285-3 Information Systems for Management

The foundations of business information systems and the creation of such systems are examined from the perspective of the owners and users of the systems, typically accountants and managers. The concept of "system", and the role of the user and of the computer specialist in the creation and support of computer systems is explored. Topics include: the technological foundation of the information revolution, planning for computerization, computer implications for organizations and individuals, and control and the computer. The states of system development and the assignment of individual responsibilities which provide the best chance for successful systems are discussed.

PREREQUISITES: CIS 151-3, CIS 153-3 and ACC 152-3. (3,0)

NOTE: This course is offered for Accounting Program students.

CIS 292-2 Cost Accounting Principles

An overview of cost accounting principles and practices, specially tailored for CIS students to provide literacy skills. The emphasis is on terminology, basic concepts, practical applications, and problem-solving. Topics covered include: job-order cost accounting, process cost accounting, materials and labour standards, overhead standards, project costing methods, cost allocation, joint products and by-products.

PREREQUISITE: ACC 152-3 (3,0)

NOTE: This course is offered for CIS students only.

Accounting students should take ACC 253 and ACC 254.

COMPUTER SCIENCE

See Math 109-3 and Math 110-3

Also see:

COMPUTER INFORMATION SYSTEMS COURSES.

CONSTRUCTION ENGINEERING TECHNOLOGY

Diploma

CONS 150-2 Introduction to the Construction Industry

A discussion of the construction process with specific emphasis on the parties involved with the process and their function therein. Members of the construction industry such as Engineers, Architects, Contractors, Suppliers, Manufacturers, Inspectors, etc., will be participating in this course. (2,0)

CONS 151-3 Materials I

A review of physical properties of materials and their environment, including the functions they are expected to perform in the building environment. An introduction to structural materials: concrete, stone and masonry. (3,2)

CONS 152-3 Materials II

A continuation of the study of structural materials: steel and heavy timber. An introduction to the building envelope, its function and the materials associated with it.

PREREQUISITE: CONS 151. (3,0)

CON 153-3 Light Wood Framing

The study of wood as a structural material, specifically as it relates to Canadian wood frame construction. This course is dominated by a model building lab which will allow various framing details to be demonstrated at an appropriate scale.

PREREQUISITE: DRAF 153. (1,2)

CONS 157-3 Soils

The purpose of the course is to introduce students to the nature of soils and to illustrate how soil materials may influence certain construction operations. The student will learn how to identify soils and will perform some basic tests in the laboratory (sieve analysis, A Herberg Limits and Proctor compaction tests).

(1½, ½)

Design I

This is an important course that presents the key principles of structural mechanics that form the basis of structural design. The student will study forces, stresses, shear and bending moment and learn how to design simple beams.

(2,2)

CONS 171-3 Design II

The student will design continuous beams, columns, welded, bolted and nailed connections. He will also learn how to determine forces in truss members (graphical and algebraic methods).

(2,2)

CONS 251-3 Materials III

A continuation of the study of the building envelope with emphasis on roofing materials. Interior finishing materials will be studied: flooring, wall coverings, ceiling finishes, millwork, etc.

PREREQUISITES: CONS 152. (3,0)

CONS 252-3 Materials IV

Acoustics, elevating devices, specialty construction, materials selection process as well as specifications will be topics of discussion.

(3,0)

CONS 254-3 Building Regulations

Federal, provincial and municipal legislation governing the design and construction of the build environment will be studied. Zoning regulations and the National Building Code as applicable in British Columbia will be stressed.

(2,0)

CONS 261-3 Estimating and Bidding I

An introduction to estimating, including a study of the variety of contractual arrangements under which buildings are constructed and for which estimates have to be prepared. A construction office type estimate will be prepared for a small wood framed structure.

PREREQUISITE: DRAF 154. (2,1)

CONS 262-3 Estimating and Bidding II

An introduction to estimating, including a study of the variety of contractual arrangements under which buildings are constructed and for which estimates have to be prepared. A construction office type estimate will be prepared for a small wood framed structure.

PREREQUISITE: DRAF 154. (2,1)

CONS 265-3 Construction Law

An introduction to contract law as it relates to the construction industry. Topics to be covered are: contractual relations among consultants, owners and contractors; tenders, estimates and claims; damages, specific performance, injunctions; variations and claims for extras; bonds and guarantees of performance; Lien Act. All areas of study will be supplemented with appropriate case law.

(3,0)

CONS 267-3 Municipal Engineering

This course gives the student an overview of the planning, design, layout and costing of a residential subdivision. Topics covered include urban planning, zoning, subdivision bylaws, services (water, sanitary and storm sewers, utilities), contour mapping, plan-profiles, cross-sections and earthwork volume calculations.

(2,2)

CONS 271-3 Design III

The main design topics covered in this course are: reinforced concrete beams and columns; retaining walls, shoring; and concrete formwork.

PREREQUISITE: CONS 171-3. (3,0)

CONS 274-3 Management Operations

This course covers the fundamentals of operating a small business. Topics include staffing, evaluation, bookkeeping and cost control.

(3,0)

CONS 282-3 Project Management

An overview of the duties of the Superintendent in his role as a manager with emphasis on project preplanning, CPM scheduling and communication.

The student will learn how work-improvement methods and techniques can improve productivity.

There will be a few visits to job sites. (3,1)

CONS 283-3 Construction Equipment

The student will learn how to select the right equipment for a certain job. Earthmoving equipment will be studied as well as different shoring systems used in building excavations.

(3,0)

CONS 285-3 Basic Heating, Ventilation and Air Conditioning

An introductory course to environmental control in buildings. Some of the topics to be covered include: heat loss and gain calculations, heating and ventilation systems, air conditioning systems, related equipment, layouts and associated blueprint reading.

PREREQUISITE: DRAF 154 (3,0)

CONS 286-3 Basic Electricity and Illumination

A review of the principles of electricity. Electrical wiring and service systems description and design. Light physics, sight, light source characteristics and lighting design and application. Electrical controls and signal systems.

PREREQUISITES: DRAF 154, CONS 285. (3,0)

CONS 287-2 Plumbing

An introduction to water supply and treatment systems, plumbing systems, sewage treatment, storm water systems, stand-pipe and sprinkler systems for fire protection. Related blueprint reading will be covered.

PREREQUISITES: DRAF 154 (2,0)

CONS 288-3 Project

A major project must be completed on a construction related topic chosen by the student and approved by a construction engineering technology faculty advisor.

COREQUISITE: Registration in Semester IV of the Construction Engineering Technology Program. (1,0)

CONS 289-3 Work in Industry

A minimum of 200 hours of work in a construction related position must be completed by the student during his/her attendance at the college, preferably during the summer recess. A report will be required.

CREDIT AND COLLECTIONS

CCO 162-3 Credit and Collections

Basic consumer and commercial credit management including a study of the role of credit, federal and provincial legislation dealing with credit transactions, types of credit instruments, credit policy and control, and collection techniques.

PREREQUISITE: ACC 151-3 (3,0)

CRIMINOLOGY

CRIM 101-3 Introduction to Criminology

Examination of different terms and concepts commonly used in criminology, such as crime, delinquency, deviance, criminal, victim rehabilitation, treatment, etc. Criminology as a science and as a profession. Position and subject matter of criminology. Relationship between criminology and other sciences. Specificity of criminology. Relationship between theory and practice. History and evolution of criminological thought. Elements of continuity and discontinuity between classical and modern theories of criminality. Levels of explanations in criminology. Practical applications of criminology. Criminology and the scientific foundations of a modern criminal policy. (3,0)

CRIM 103-3 Introduction to the Criminal Justice System

An overview and analysis of the Canadian Criminal Justice System. The offender is followed through the process of initial contact with police to correctional disposition after conviction. The rights, responsibilities and discretion at each stage of the process are discussed. The functions and dysfunctions of the system and the relationships among its components and community agencies are analyzed. (3,0)

CRIM 106-3 Sociological Explanations of Crime and Deviance

An introduction to sociological and social psychological explanations of criminal and deviant behaviour. Several sociological perspectives on crime and deviance are examined and applied to various forms of deviant behaviour. The assumptions underlying each of the theories are identified and critically assessed.

CRIM 241-3 Introduction to Corrections

This course provides an overview and understanding of the historical development of the correctional system in Canada and the U.S. The course also furnishes the student with an understanding of the social organization and dynamics of correctional institutions. Finally, the course will discuss and evaluate correctional treatment and programming from pretrial to re-entry with a special emphasis on the various prevalent punitive philosophies. PREREQUISITES: CRIM 101-3, 103-3 or 106-3 (3,0)

DRAFTING

DRAF 151-2 Introductory Drafting I

Techniques of reading and producing orthographic drawings using standard format and the development of basic skills in applying these techniques. Use of instruments, line work, geometric constructions. Orthographic projects, isometric drawing and sketching, sections, dimensioning and threads, and fasteners, as required. (0,2)

DRAF 153-3 Drafting Fundamentals

This course includes basic Drafting techniques, as well as the use of the relevant equipment. It is designed to provide a good base for preparation of simple plans and details. (1,3)L

DRAF 154-3 Drafting and Interpretation

A continuation of the Drafting techniques introduced in Draf 153-3 with added work in interpretation of various types of construction plans, and specifications. Emphasis shall be on interpretation. PREREQUISITE: Draf 153-3. (2,2)L

DRAWING

DRAWING 141-2 Engineering Drawing I

Orthographic projection, technical sketching, engineering geometry, graphic solution of space and vector problems and presentation of engineering data on graphs. (1,2)L

DRAWING 142-2 Engineering Drawing II

Engineering geometry (including auxiliary views), azimuth and bearing problems, contour lines, cutting planes and developments, graphical integration and differentiation, logarithmic graphs. PREREQUISITE: DRAW 141-2 (1,2)L

EARLY CHILDHOOD EDUCATION

ECE 151-4 Child Growth and Development

The study of human development during the formative years: conception to age seven. All aspects of development and major theories of development are discussed. Emphasis will be on the interaction between heredity and the environment as it affects development. (4,0)

ECE 153-3 The Child in Society

A study of the interrelationship between the home, the school and the community. The influence of social conditions on the child and his/her family is discussed. Attention is given to effective parent-teacher communication and co-operation with family and child oriented community resources. (3,0)

ECE 154-3 Theories and Practices of ECE

A study of the major historic and current theories of Early Childhood Education and the practices that have evolved from these theories. Goals and objectives and approaches to programming for ECE programs are studied. (3,0)

ECE 155-3 Theories and Practices of ECE

A continuation of ECE 154. Skills for effective and sensitive interaction with young children are presented. Students learn various approaches to classroom management, guiding of children's behaviour and planning for groups and individual children. PREREQUISITES: ECE 154 and ECE 170 (3,0)

ECE 160-1 Seminar in ECE

The exploration of current topics in ECE as they apply to student participation in the field. PREREQUISITES: ECE 151, 154, 160, 165, 170 and 190 (0,1) COREQUISITES: ECE 156, 166, 199

ECE 161-1 Seminar in ECE

The exploration of current topics in Early Childhood Education as they apply to student participation in the field. Topics covered include: differing philosophies, solving discipline problems, working in a team, etc. (0,2)

ECE 165-4 Program Development

Curriculum for young children is studied in depth. Curriculum areas covered are art, music, movement, science, math, social studies, language and literature. Workshops for preparation of materials and practice with projects are included. PREREQUISITES: ECE 151 and 154. (4,0)

ECE 166-4 Program Development

A continuation of ECE 165. Students become actively involved in designing, planning and implementing the curriculum for Early Childhood programs. PREREQUISITES: ECE 164 and ECE 165. (4,0)

ECE 170-2 Observing & Recording Behavior

Directed observation of young children in the CNC Demonstration Day Care and other centres for young children. Methods for accurately and objectively observing, recording and interpreting child behaviour are studied and practiced. COREQUISITES: ECE 151 (4,0)

ECE 172-2 Health, Safety and Nutrition in the Preschool

The study of health, nutrition and safety needs of young children. Emphasis is on healthful practices in the preschool and nutritious menu planning for child care centres. Students will receive full, certified first aid training oriented for the preschool child. (2,1)

ECE 174-2 Interacting with Families

A study of the interrelationships between the home and the preschool centre. Attention is given to effective parent-teacher communication and co-operation. (2,0)

ECE 176-3 Human Relation in Early Childhood Setting

The course will assist the student in exploring his or her own values, goals, and style of interacting with others. Students will acquire skills needed to establish helping relationships and to work as an effective team member. (3,0)

ECE 190-3 Practicum I

Practical experience in working with young children under the guidance of qualified supervisors in day care centres, nursery schools and kindergartens. Students plan and implement learning activities and acquire basic skills in interacting with children and other staff members. Classroom seminars are held in conjunction with field work.

PRE OR COREQUISITES: ECE 151, 154, 165, 170 (0,10)
COREQUISITE: ECE 160

ECE 199-4 Practicum II

Advanced supervised experience in working with young children. Students actively participate in program planning and implementation. Classroom seminars are held in conjunction with field work.

PREREQUISITES: All Semester I ECE courses
PRE OR COREQUISITES: All Semester II ECE courses.

ECONOMICS

ECON 101-3 Introduction to Economics

This course acquaints students with the basic concepts and vocabulary of economics. Areas of study include money, inflation, full-employment, investment, business cycles, pricing and costs. (3,0)

ECON 102-3 Canadian Economics Issues

This course reviews current issues. Some of the topics are taxation, governmental economic policies, domestic and foreign investment, foreign trade problems and labour. Readings in current periodicals, publications of the Economic Council of Canada, current statistical publications, and other assigned readings form part of the material in this course. (3,0)

ECON 151-3 Introduction to Microeconomics

This course will examine theories, government policies, general knowledge and current events and issues relating to which include the characteristics and goals of the Canadian economy; the pricing of goods, services, and inputs, the organization and behavior of businesses under different industry environments and consumerism. (3,0)

ECON 152-3 Introduction to Macroeconomics

This course will examine theories, government policies, general knowledge and current events and issues relating to topics which include: taxation and the government sector; unemployment and inflation; money, banking and interest rates; unions and industrial democracy; international trade. Students can take Econ 152 without Econ 151. (3,0)

ECON 201-3 Principles of Economics – Macroeconomics

This course explores the forces affecting an economy. The motivations and interactions of households, the business sector, government, and foreign sectors are emphasized. The role of money in a modern economy is dealt with at length. PREREQUISITES: Math 12 or instructor's permission (3,0)

ECON 202-3 Principles of Economics - Microeconomics

An examination of the concepts in the words "demand and supply". Components of demand by both firms and households are analyzed. A theory of pricing in different market structures is developed in conjunction with the derivation of costs to firms.

ECON 251-3 Economics I

An examination of principles, problems, government policies and current events and issues related to microeconomics. Topics include: an overview of economic systems; supply and demand and various product, labor and financial markets; organization and behaviour of business under different industry environments; topics in consumerism. Throughout, issues relevant to the local and provincial economy will be discussed. (3,0)

ECON 252-3 Economics II

An examination of principles, problems, government policies and current events and issues related to macroeconomics. Topics include: taxation and the government sector; unemployment and inflation; money banking and interest rates, unions and industrial democracy; international trade and exchange rates. Throughout, issues relevant to the local and provincial economy will be discussed. (3,0)

ENGLISH

ENGL 101-3 Literature and Composition I

A study of the 20th Century short story and drama, and a consideration of effective composition practices. Students will write a significant number of essays on literature. (3,0)

ENGL 102-3 Literature and Composition II

A study of the 20th Century short story and drama, and a consideration of effective composition practices. Students will write a significant number of essays on literature. (3,0)

ENGL 103-3 Composition and Style

A study of grammar, composition, and style. A vigorous program of essay writing plus a variety of writing assignments or exercises dealing with specific problems in essay writing. Strongly recommended for students who wish to improve their writing skills. (3,0)

*** ENGL 104-3 Introduction to Literature**

This course will introduce students to three genres of literature: poetry, fiction, and drama, and include readings from the classical to the modern periods. Students will write a significant number of essays on literature. Strongly recommended for students who take English 103 as their first English course. (3,0)

*** ENGL 161-3 Film Appreciation**

Classic and popular films of the international and domestic cinema will be screened and discussed each class meeting. Just come and watch, or for the more ambitious student, readings in the history and theory of film will be given, and film reviews and related projects assigned. Grade can be Audit, Pass/Fail, or Letter. A CNC credit course, not a university transfer credit.

NO PREREQUISITES. Usually offered in the Spring Semester, and may be repeated. (1,2)

ENGL 201-3 English Literature, 1350-1688

A survey of English Literature from Chaucer to Milton based on a selection of poetry from major authors. Students are asked to submit at least three essays on literary topics. PREREQUISITES: Two of Engl 101-3, 102-3, 103-3. (3,0)

ENGL 202-3 English Literature, 1688-1900

A survey of English Literature from Dryden to Hopkins based on a selection of works from major authors. Students will submit at least three essays on literary topics. PREREQUISITE: Two of Engl 101-3, 102-3, 103-3. (3,0)



ENGL 203-3 Canadian Literature I

An introduction to the study of Canadian Literature involving writers from the beginning to the 1940's. Journals, poetry, fiction, and satire will be included.

PREREQUISITES: Two of Engl 101-3, 102-3, 103-3. (3,0)

ENGL 204-3 Canadian Literature II

A study of the development of poetry, fiction, drama, essays, biography, and satire from 1940 to the present.

PREREQUISITES: Two of Engl 101-3, 102-3, 103-3. (3,0)

ENGL 213-3 Short Fiction I

A survey of the short story and novella from Poe to Lawrence. Students will be asked to write at least three essays on literary topics.

PREREQUISITES: Any two of Engl 101-3, 102-3, 103-3. (3,0)

ENGL 214-3 Short Fiction II

A survey of the short story and novella from Kafka to the present. Students will submit three essays on literary topics.

PREREQUISITES: Any two of Engl 101-3, 102-3, 103-3. (3,0)

FORESTRY

The Forest Resource Technology Program is undergoing extensive revision. An addendum to this calendar will be published. For further information contact the Counselling Centre. Call 562-2131 Loc. 360.

FOR 150-3 Forestry Orientation

This two week course is designed to introduce the student to the basic concepts of forest technology. Emphasis is placed on survival first aid, water safety, mechanical equipment uses and maintenance, safe working practices and field trips relevant to the program. Woods navigation and survival is stressed during a four-day 'fly camp.'

(0,3)

FOR 154-3 Forest Products

Manufacturing of lumber, chips, plywood, and pulp is covered in this course with major emphasis on lumber production. Species utilization for end product use is emphasized. Macroscopic identification and properties of B.C. commercial wood species is handled in laboratory sections.

PREREQUISITES: FOR 155-3, 161-3 (2,2)L

FOR 155-3 Forest Science I

This course introduces the student to the broad field of forestry and forest management, with emphasis on forestry concepts and terminology, the forest tenure system in B.C., and the importance of the forest industry. Most of the semester is spent on dendrology, silvics of important B.C. commercial timber species, identification of plant indicators, and autecology (factors affecting tree growth). Also covered are Forest Regions of Canada and the Biogeoclimatic zones of B.C.

(2,2)L

FOR 156-3 Forest Science II

In the second semester, emphasis is on botany, with a general review of the plant kingdom (with particular reference to forest ecosystems) and basic plant anatomy and physiology (with emphasis on tree structure, growth, and reproduction). This is followed by forest site, range botany. The forest science course is basic to most second year courses in Forest Resource technology.

PREREQUISITES: For 155-3, 157-3, 173-3 (2,2)L

FOR 157-3 Forest Soils and Ecology

This course is basic to an understanding of forest productivity with applications in silviculture and engineering. Topics covered are landforms and soil formation, physical and chemical properties of soils, description of profiles, soil classification systems. Field Exercises will emphasize classification and mapping of soils and forest ecosystems.

PREREQUISITES: For 162-3, 156-3 (2,2)L

FOR 161-3 Forest Measurements I

A field-oriented course involving the theory and practice of forest-sampling and log scaling procedures, the study of surveying instruments and the development of skills in their use. Field notekeeping, mapping and drafting are given special emphasis. The construction and use of tables and graphic techniques both for reference and summarization of data is emphasized.

(3,3)L

FOR 162-3 Forest Measurements II

Statistics and their application to control sampling error. Methods of volume and data compilations. Extensive field application of sampling and surveying procedures, with emphasis on notekeeping, accuracy, and completion of forest type and contour maps. Regeneration forestry procedures will also be covered.

PREREQUISITES: FOR 156-3, FOR 172.

FOR 165-3 Fire Control I

Fire behaviour as it is affected by weather, topography and fuel types. Weather instruments, fire weather and the Canadian Fire Weather Index System are studied in detail to understand fire management concepts. Slash burning techniques, use of water and fire pumps, domestic and industrial fire fighting methods are also included. Wood safety is stressed throughout this course.

(2,2)L

FOR 166-3 Fire Control II

Fire suppression techniques, including use of water, bulldozers, skidders, rotary and fixed wing aircraft, air tankers and chemical retardants. Initial attack and fire crew organization, detection, communications and presuppression planning are covered in detail. Part IX of the Forest Act and Regulations are covered. Fire suppression methods and concepts are studied through fire simulation exercise.

PREREQUISITE: For 165-3. (2,2)L

FOR 171-3 Photogrammetry

Photogrammetry involves the interpretation of information from air photographs. The mathematics necessary to read distances, areas and tree heights forms a major part of the course. Mapping and the specialized instruments required for this purpose are studied. The development of drafting skills is also emphasized.

(1,3)L

FOR 172-3 Photo Interpretation

Emphasizes the use of photographs in mapping, value estimation, logging layout, and forest protection. Drafting skills are further developed.

PREREQUISITES: For 157-3, 171-3 (1,3)L

FOR 173-2 Forest Drafting I

Basic survey plotting, traverse adjusting, map drawing skills, lettering, map annotation, and the compilation and drafting of topographic forest type maps.

(1,2)

FOR 174-2 Forest Drafting II

Plotting and drafting of cut block boundaries, road plans and profiles, area measurements and orthographic projection.

PREREQUISITES: For 173-2, For 161-3 (1,2)L

FOR 199-3 Field School

Various field skills which may directly benefit the student in his or her summer employment culminating in a field trip to view coastal forest. Highlights of the trip may include research facilities (Provincial and Federal), forest nurseries, a seed extractory, coastal logging and manufacturing operations, and UBC Research Forest.

Field Experience (50)

PREREQUISITES: G.P.A. of 2.0 in first semester.

FOR 251-3 Forest Management I

An overview of forest management in B.C. with emphasis on the Central Interior. Topics covered are management history, forms of tenure and administration, utilization, inventory, sustained yield principles and allowable cut calculations. The Forest Act, organization of the B.C Forest Service, and forest product companies are also examined.

PREREQUISITES: For 156-3, 157-3, 162-3, 166-3, 172-3, 174-2, Eng 151-3 (2,2)

FOR 252-3 Forest Management II

Emphasis is placed on integrated resource management of forest lands. Topics covered are: land use planning, hydrology, fish and wildlife, range management, recreation and their interrelationship with forest harvesting. A resource folio is compiled covering an actual forest area in conjunction with other courses.
PREREQUISITES: For 251-3, 253-3 (2,3)L

FOR 253-3 Silviculture I

Silviculture is the application of basic tree biology and forest ecology to the growing, harvesting, and regeneration of trees. The student will apply his basic knowledge of soils and ecology to ecological classification, stand tending, site preparation, planting operations and silvicultural systems. Laboratory and field exercises will include planting inspections and plantation performance assessment, site assessment and prescriptions, juvenile spacing, and ecosystem mapping.
PREREQUISITES: For 156-3, For 157-3, For 162-3, For 166-3, For 174-2, For 172, Eng. 151.

FOR 254-3 Silviculture II

Topics include tree seed collection and processing, direct seeding, nursery practices, cultural practices, (thinning fertilization), tree improvement, and the ecological impact of forestry practices. Emphasis will be on the basic field skills required to cope with the accelerated reforestation and silvicultural programs in B.C. A three-day course in pesticides will lead to the 'Pesticide Applicator's Certificate'. (A \$10 fee is charged for writing the Pesticide exam.)
PREREQUISITE: For 253-3. (3,2)L

FOR 255-3 Forest Entomology

The student will obtain a practical working knowledge of important insects which affect forest trees. This course will concentrate on the habits and economic significance of the most important insect pests in B.C. Stress will be placed on detection, evaluation of damage and control.
PREREQUISITES: For 156-3, 172-3



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FOR 256-3 Forest Pathology

The student will obtain a practical working knowledge of forest disease agencies in B. C. This course covers causes of disease, development of infectious diseases, and typical life histories. The most important forest diseases of B.C. will be studied, with emphasis on recognition, life histories, and damage.
PREREQUISITE: For 172.

FOR 261-3 Applied Sampling - Compilations

Compilation of the field work completed in For. 291-1, developing comprehensive industrial and/or Forest Service operational cruise maps and tabulating the cruise data into a final form. A computer print-out of the cruised data is also analyzed, and applied. The Study of other forestry sampling methods and 35mm aerial photography techniques completes the course.
PREREQUISITES: For 162-3, 172-3, 174-2, and full participation in For 291-1, Math 151 (1,3)L

FOR 262-3 Log Scaling

Covers the Scaling Act and Regulations, the sampling techniques of weight scaling, cyclic billing procedures, and waste assessment. The majority of the course deals with Interior Metric Log Scaling as practiced by the Forest Service. At the completion of the course a student can write the B.C. Forest Service Log Scaling Exam for the Interior to qualify for his scaling licence.
PREREQUISITES: For 162-3 and 156-3, Math 151 (2,2)L

FOR 267-1 Human and Public Relations in Forestry

The essential topics in this course are the development and discussion of management and supervisory skills, methods by which the private, public and corporate structures relate to people, the media and factors affecting management-employee relations.
PREREQUISITES: Psc 157/158, Eng. 152. (1,0)

FOR 268-1 Industrial Relation in Forestry

Major topics in the course deal with the B.C. Labour Code as it relates to collective bargaining, strikes and lockouts. Function of the Labour Relations Board and Workers Compensation Board is also covered. W.C.B. safety rules and regulations related to forest activities are emphasized.
PREREQUISITE: For 267-1 (2,2)L

FOR 271-3 Harvesting Management I

All forms of land tenure with emphasis on forest tenures are studied and related to bodies responsible for their administration. Forest harvesting licenses are covered in detail with regard to the forest act and regulations, together with BCFS organization, and related to harvesting requirements.
PREREQUISITES: For 156, 157, 172, 174. (2,2)L

FOR 272-3 Harvesting Management II

Topics covered are organization of forest companies, contractors and their interaction with each other, the BCFS and other statutory resource agencies. Silvicultural systems, integrated resource management, and the impact of timber harvesting on them, the land base and other resources are also covered.
PREREQUISITES: For 253, 271. (2,2)L

FOR 279-6 Harvesting Methods

This course will include the topics for For 288-3 and will introduce the student to the practical application of equipment, labour, and other resources in the harvesting option. This course will be very heavily field oriented.
PREREQUISITE: For 287-3
COREQUISITE: Second Semester Harvesting Option (4,6)L

FOR 281-3 Forest Finance I

An overview of stock and bond marketing as related to financing business enterprise. Basics of cost, price and value are related to cost accounting, operating and financial statements. Practical examples of forest industry statements and costing methods are used throughout this course.
PREREQUISITES: Math 151-3, For 153-3, 154, 162. (2,2)L

FOR 282-3 Forest Finance II

A continuation of For 281-3 with an emphasis placed on practice of methods and concepts previously developed. Major topics are break-even determination, inventory, stumpage appraisals critical path method, interest and discount. A logging production and cost budget with inventory flow is developed as part of the harvesting plan in For 252-3.

PREREQUISITE: For 281-3, 261-3 (2,2)L

FOR 283-3 Industrial Management I

This course introduces the student to basic accounting and reporting skills, materials handling, processing systems and business management techniques applicable to the logging industry.

PREREQUISITES: For 162-3, 172-3 (2,2)L

• FOR 284-3 Industrial Management II (Industrial First Aid)

This course introduces the student to the basics of labour and commercial law, personnel management, safety and accident prevention related to the training of first line supervisors in the logging industry. An industrial first aid course will be offered in this course.

PREREQUISITE: For 283-3 (2,2)

FOR 285-3 Roads and Transportation I

Road location survey techniques, horizontal and vertical alignment standards, measurement and calculation of earthwork volumes and earth movement, soil analysis and basic soil mechanics for construction purposes, use and application of higher order survey instruments.

PREREQUISITES: Math 151-3, For 162-3, 157-3, 172-3, 174-2 (3,3)L

FOR 286-3 Roads and Transportation II

Culvert and simple log beam bridge design, road construction methods and equipment applications. Road costing and road transportation economics.

PREREQUISITE: For 285-3 (3,3)L

FOR 287-3 Logging I

An introduction to logging methods with emphasis on the principles and methods of logging layout, logging guide lines and their importance, safety management, budget, and cost control.

PREREQUISITES: For 162-3, 154-3, 157-3, 166-3, 172-3, 174-3 (2,3)

FOR 288-3 Logging II

Logging II is a continuation of the Logging I course proceeding to the effect of the cutting systems on logging methods, description of coast logging and transportation systems with a review of the logging guidelines for coastal operations. Components and maintenance of logging equipment are discussed.

PREREQUISITE: For 287-3 (2,2)

FOR 290-1 Summer Technical Report

Students entering second year will submit a technical report on their summer experience or, failing employment in the forest industry, on a subject authorized by the Forestry faculty. This assignment is due no later than September 30. Specification for the essay will be discussed with students prior to the conclusion of the first term.

FOR 291-1 Applied Sampling - Special Field Project

An extensive full time nine day field project covering cruise design and procedures, and applying the latest sampling techniques.

PREREQUISITES: For 162-3, For 172-3, For 174-2, 156, 157. (0,4)

FOR 299-3 Spring Field School

Students completing the second year program will select optional projects related to their own specific interest areas. Certain projects may be mandatory. This course covers a five day period.

FRENCH

NOTE: Students with preparation in French other than specific course prerequisites may be admitted to courses. This may include native Francophones, those who began their study of French at an early age, or those who have lived and/or studied in a French environment. Contact a counsellor or the instructor for placement under the terms of Special Admission.

FREN 101-3 Intermediate College French, Level 5

This course consists of three parts: 1) A review of the essential structures of French grammar. 2) French conversation. 3) Exercises in comprehension of oral French. Conversation classes will be based on current social issues. The course is conducted in French.

PREREQUISITE: French 12 (3,1½)

FREN 102-3 Intermediate College French, Level 6

This course consists of three parts: 1) Continuation of review of the essential structures of French grammar. 2) Writing practice. 3) Literary analysis. The course is conducted in French.

PREREQUISITE: Fren 101-3 (3,1½)

• FREN 103-3 Intermediate College French, Level 3

Simple grammatical constructions and syntax are developed in the context of idiomatic French using an active audiolingual method. Selected readings in French literature form part of the material in this course.

PREREQUISITE: French 11 (3,1½)

• FREN 104-3 Intermediate College French, Level 4

A continuation of Fren 103-3.

PREREQUISITE: Fren 103-3 (3,1½)

FREN 131-3 Introduction to College French, Level 1

This course will provide intensive practice in pronunciation and in the essential structures of the French language. It will emphasize the development of oral proficiency and comprehension through dialogues, reading selections, oral exercises in the language lab, oral and written exercises in class and elementary conversation.

• FREN 132-3 Introduction to College French, Level 2

A continuation of Fren 131-3. Students completing Fren 131-3 and 132-3 will be granted B.C. French 11 equivalency and will satisfy the prerequisites for admission to CNC Fren 103-3.

PREREQUISITES: Fren 131-3 (3,1½)

• FREN 151-3 Conversational French I

An intermediate conversation course for people who have had between 2 and 4 years of secondary school French. This course will review the rudiments of the French language including pronunciation, grammatical structures, verb forms, and vocabulary using French dialogues as a starting point. Conversation based on themes and vocabularies established in the text or in class will be undertaken in one of the two weekly meetings of this course.

PREREQUISITE: 2 years Secondary School French or instructor's permission. (2,1)

• FREN 152-3 Conversational French II

A continuation of Fren 151-3.

PREREQUISITE: Fren 151-3 (2,1)

GEOGRAPHY

GEOG 101-3 Man's Sense of Place:

An Introduction to Geography

An introduction to the development, structure, concepts, and methods of modern Geography, emphasis being given to four distinct traditions: the Man/Land, Spatial, Regional, and Cultural/Historical approaches to the discipline. (3,3)L

GEOG 103-3 Canada:

Some Geographical Perspectives

The theory and concepts of "the regional method" are applied to Canada. Emphasis is given to an examination of resource development and resource policy in Canada using an historical perspective, with particular consideration given to the North. (3,0)

GEOG 201-3 Weather and Climate

The major concepts in the sub-disciplines of meteorology, climatology, biogeography (vegetation and soils) and geomorphology (land forms) are introduced. Analysis will be made of processes, distributions, and interrelationships. (3,3)L

GEOG 202-3 The Surface of the Earth

A continuation of Geog 201-3.
PREREQUISITE: Geog 201-3. (3,3)L

GEOG 203-3 Economic Geography

A geographic view of economic activities and behaviour, using both a "systems" and "behavioral" approach. Traditional and more recent theories of Economic Geography will be examined in the light of these two approaches.
PREREQUISITES: Geog 101-3 and 103-3 (3,0)

GEOG 205-3 The Evolution of the Cultural Landscape

An investigation of the dynamic nature of the Man/land relationship in terms of cultural, sociological, institutional, and psychological influences upon Man's use and organization of his environment.
PREREQUISITES: Geog 101-3 and 103-3 (3,0)



GEOLOGY

EGEO 101-3 Introduction to Physical Geology (Engineering)

This is an introductory course in physical geology for Applied Science (Engineering) UBC transfer students. The topics covered will be the same as for GEOL 101-3, plus Geologic time. Practical and engineering aspects will be stressed. (3,3)L

HISTORY

HIST 101-3 World History: The Early Twentieth Century

After a brief introduction to general problems of historical investigation, this course treats world history of the early twentieth century through a detailed study of one or two historical phenomena of universal significance. The First World War, the Russian Revolution, the emergence of the United States as a "superpower", the spread of nationalism, and the Great Depression represent examples of such phenomena. (3,0)

HIST 102-3 World History: The Mid-Twentieth Century

This course treats world history of the mid-twentieth century in a framework similar to that of Hist 101-3. The irrational society, the breakdown of old imperialisms, the Chinese Revolution, and the acceleration of technological development represent recent examples of historical phenomena of universal significance. (3,0)

HIST 103-3 History of Canada to 1841

After a brief introduction to general problems of historical investigation, this course examines the nature and development of two early Canadian societies: New France and British North America. The problems considered direct attention to the theme of dependence. (3,0)

HIST 104-3 History of Canada since 1841

This course extends the investigation of the theme of dependence in Canadian history to the modern period. (3,0)

HIST 201-3 Nineteenth-Century European Thought

This course examines the ideas of a series of European thinkers from the French Revolution to 1870 on politics, society, economics, religion, and science.
PREREQUISITES: History 12 or any college history course. (3,0)

HIST 202-3 Twentieth Century European Thought

This course examines the ideas of a series of European thinkers of the modern period on politics, society, economics, religion and science.
PREREQUISITES: History 12 or any college history course. (3,0)

HIST 211-3* Local History Seminar

After an introduction to the techniques of historical research and their application in local history, each student in the seminar will create a research paper based on primary sources relating to the history of one community or area in the Northern Interior of British Columbia.
PREREQUISITES: Hist 103-3 and 104-3. (3,0)

LAW

LAW 293-3 Business Law I

An introductory course concerned primarily with Contract Law. Topics include: Introduction to the Canadian Legal System, Contracts - Offer, Acceptance, Consideration, Capacity, Legality, Mistake and Misrepresentation, Privity, Assignment, Discharge, and Breach and Remedies. The Sale of Goods Act, Consumer Protection Act, Trade Practices Act, Bailment, Creditors Remedies. (3,0)

LAW 294-3 Business Law II

An in-depth treatment of legal topics complementary to those in LAW 293. Major areas discussed include Employment, Agency and Partnership, Corporations, Negotiable Instruments, Secured Transactions, Insurance, Real Property, and Landlord and Tenant.
PREREQUISITES: LAW 293-3 (3,0)

MANAGEMENT

MGT 151-3 Management I

An orientation to the nature of business in the private enterprise system, providing a practical and theoretical introduction to the principal functions of modern management. Topics include: organizational objectives, planning, decision making, organizing, staffing, as well as organizational change and working with groups. Students will obtain a good understanding of how an organization functions and develop their skills in analysing, communicating, delivering, and proposing solutions to typical business problems.
PREREQUISITE: None (3,0)

MGT 152-3 Management II

The course continues the study of functions of management begun in Management I, providing further insight into the practice of management. Topics include: the functions of direction and control, communication, supervision, leadership, and a brief introduction to industrial relations.
PREREQUISITE: MGT 151 (3,0)

*** MGT 153-3 Computer Applications in Management**

An introduction to computers and computer literacy. The course emphasizes management utilization of the computer in the analysis of business problems. Topics include some of the most often encountered business computer applications, such as: payroll, cost control and budgeting, inventory, equipment, personnel as well as an introduction to word processing.
PREREQUISITE: None (4,0)

NOTE: This course is designed for Certificate Program Students only.

• **MGT 154-3 (Finance and Cost Control)
(Management Accounting)**

An introduction to the application of financial tools to analyse the internal business operation and measure managerial performance. Topics include: financial statement analysis, budgeting, forecasting, financial planning, internal control, and basic cost accounting.

PREREQUISITE: None (3,0)

NOTE: This course is designed for Certificate Program students only. No credit is granted towards any Accounting Program.

MGT 261-3 Human Relations in Business

This course is designed to develop an awareness of the importance of human relations skills in the organization. Topics covered include: managerial assumptions about human behavior, personality, occupational maladjustment (stress, job burnout), perception, motivation, communication skills, leadership, effective management, interviewing, performance appraisals, conflict and problem solving, planning and decision making. Human relations skills will be examined through lectures, discussion and laboratory assignments.

PREREQUISITE: None (3,0)

MGT 262-3 Organizational Behavior

Information extracted from various areas of psychology (industrial, organizational, social) will be utilized to study nature of work and organizations. Topics include: research design, the use of surveys in organizations, management by objectives, motivation, leadership, communication, job design, job enrichment, managing change in organizations, Japanese industry, organizational design and climate. Organizational behavior will be examined through lectures, discussion and practical application of learned materials. (3,0)

MGT 263-3 Personnel

An introduction to personnel management including organization of the personnel functions: recruitment and selection; interviewing and counselling; job descriptions and evaluation; compensation and salary administration; management development and performance appraisal; training and manpower planning; safety and occupational health. The course places particular emphasis on the practical application of personnel policies and procedures, on personnel's relationship to management and its responsibilities to employees.

PREREQUISITE: None (3,0)

MGT 264-3 Industrial Relations

An introduction to the fundamental issues of labour/management relations in Canada. Topics include the roles assumed by labour unions, management and government bodies; the processes involved in collective bargaining such as negotiation, mediation, conciliation, grievance and arbitration; contract interpretation and administration as well as discipline procedures.

PREREQUISITE: None (3,0)

• **MGT 265-3 Applied Management Communication**

The course reviews the communication process and includes an organizational approach to writing and speaking tasks. Particular emphasis on the skills and techniques required to write memos, letters, reports, proposals and feasibility studies as well as public speaking giving instructions and conducting effective meetings.

PREREQUISITE: None (3,0)

MGT 266-3 Management Skills I, II, & III

The course reviews essential managerial skills with particular emphasis on listening skills, time management, effective delegation, team building, dealing with change, stress analysis, assertiveness training, innovation and creativity.

PREREQUISITE: None (6,0)

MGT 291-8 Directed Study

This course is designed to give students some practical application of concepts learned in the management program. The projects will involve in-depth study of an area of management under the guidance of an instructor and "experts" in the field.

PREREQUISITE: Full time Directed Study Diploma Enrollment. (0,8)

MGT 292-8 Directed Study

This course is designed to give students some practical application of concepts learned in the management program. The projects will involve in-depth study of an area of management under the guidance of an instructor and "experts" in the field.

PREREQUISITE: Full time Directed Study Diploma Enrollment. (0,8)

MARKETING

MKT 151-3 Marketing I

An introduction to the marketing function of the firm and basic marketing concepts. The course then examines the following topics: consumer motivation and behavior, product planning, development and distribution. Throughout the course, emphasis will be placed upon the application of concepts and perspectives to selected marketing cases.

PREREQUISITE: None (3,0)

MKT 152-3 Marketing II

An in-depth examination of marketing research, promotional policy, and the management of personal selling. Following this section, the course then examines the marketing of services and international marketing with an examination of overall marketing policy determination and methods of evaluating marketing programs. The discussion of marketing cases is an integral part of the course.

PREREQUISITE: MKT 151 (3,0)

MKT 251-3 Marketing Management I

The analysis of marketing management in the areas of marketing opportunities, marketing planning and product strategy. A more in-depth analysis of the topics previously covered in MKT 151.

PREREQUISITES: MKT 151 and MKT 152. (3,0)

MKT 252-3 Marketing Management II

A continuation of Marketing 251 covering the planning and control functions from a managerial viewpoint. The decision making responsibilities of the marketing manager are examined with particular emphasis in the areas of market research, demand analysis, cost analysis and market planning and development.

PREREQUISITE: MKT 251 (3,0)

MKT 261-3 Marketing Management Accounting I

An in-depth analysis of the Marketing manager's need for the understanding of accounting principles in the areas of profit planning, pricing strategies, retail control and cost accounting control. An accounting course with a definite marketing orientation.

PREREQUISITES: ACC 152, ACC 156, MATH 154 or permission of the instructor. (3,0)

MKT 262-3 Marketing Management Accounting II

A continuation of MKT 261 covering such topics as Inventory Management, cash management, capital planning and financial considerations, and revenue reporting systems. Both MKT 261 and MKT 262 combined will give the student an in-depth understanding of Accounting principles as they apply to the Marketing function in an organization.

PREREQUISITE: MKT 261 (3,0)

MKT 262-3 Advertising and Sales Promotion

This course is concerned with promotion, especially the form of promotion known as advertising. As well as covering the advertising process from the standpoint of the firm, this course will cover the nature and process of communication and examine the impact of advertising on the consumer.

PREREQUISITE: MKT 151 (3,0)

MKT 271-3 Consumer Behavior and Marketing Research

A study of the various influences placed upon the consumer in his purchasing process. Covered in this area will be Economic and Demographic influences, Cultural and Social and Reference Group influences. Also the consumer decision making process and its implication on a company's Market research design, data collection and interpretation process will be covered
 PREREQUISITE: MKT 151 (3,0)

MKT 276-4 Retailing and Merchandising

A study of the merchandising principles, practices and processes as they relate to the total marketing process. Content will be the consumer, his importance and behavior, buying methods and sources of supply, selling, sales promotion methods and media, inventory control, human relations, advertising and display. Projects and practical applications will be emphasized during the course.
 PREREQUISITE: MKT 151 (4,0)

*** MKT 281-3 Salesmanship**

An introduction to professional selling. This will be a practical course which will emphasize locating and qualifying prospects, sales presentation and organization, improving interpersonal relations in non-selling situations as well as some practical experience in developing sales techniques.
 PREREQUISITE: MKT 151 (2,1)

MKT 291-3 Directed Studies in Marketing I

Directed Studies will supply the student with practical experience related to the Marketing Diploma Program. Participants will be assigned to a few companies in town to work in the various Marketing functions. This experience is designed to allow the student to translate theory into practice. This work will consist of 1 day per week and will be without monetary remuneration. The contact and experience will culminate this segment of Directed Studies.
 PREREQUISITE: Enrollment in Second Year Diploma Program in Marketing (0,8)

MKT 292-8 Directed Studies in Marketing II

A continuation of MKT 291 with higher level exposure to the various marketing functions and how they apply to the local business community. Again the student will be required to work at various businesses in town to gather additional marketing experience and exposure to the "real world. Once again the student will culminate this course with a detailed analysis of the practical experience gained.
 PREREQUISITE: Enrollment in Second Year Diploma Program in Marketing. (0,8)

MATHEMATICS**MATH 100-3 Precalculus Mathematics**

This course is designed to prepare students for the introductory calculus sequence. It is intended primarily for students who have not taken Algebra 12 or Math 12 and for students whose mathematics background is weak. The topics covered in the course are: a review of algebra, solving equations and inequalities, graphing and an introduction to functions, linear and quadratic functions, and an introduction to trigonometry.
 PREREQUISITES: Algebra 11, Math 040. (4,0)

MATH 101-3 Calculus I

This course is the first half of a two-semester introductory calculus sequence. The topics covered in the course are: the concepts, techniques, and applications of differentiation and an introduction to integration. Together with Math 102 this course satisfies the first year mathematics requirement in all university transfer science and applied science programs.
 PREREQUISITES: Algebra 12, Math 100 (4,0)

MATH 102-3 Calculus II

This course is a continuation of Math 101 and forms the second half of the two-semester introductory calculus sequence. The topics covered in the course are: applications of integration, logarithmic and exponential functions, trigonometric functions, techniques of integration, and infinite series. Together with Math 101 this course satisfies the first year mathematics requirement in all university transfer science and applied science programs.
 PREREQUISITE: Math 101 or Math 040 (4,0)

MATH 103-3 Finite Mathematics

Intended primarily for Liberal Arts and Education students who want some exposure to modern mathematical concepts. Topics will be chosen at the discretion of the instructor and may include such areas as: logic, set theory, algebraic systems, elementary number theory, matrices, linear programming.
 PREREQUISITE: Algebra 11 or Math 040 (3,0)

MATH 104-3 Introduction to Statistics

Topics include descriptive statistics, elementary probability theory, probability distributions, sampling and some standard concepts and techniques of statistical inference. Applications to a wide variety of problems are emphasized.
 PREREQUISITE: Algebra 11, or Math 040 (3,0)

MATH 109-3 Computing Science I

This is a general introductory course in Computer Science. The topics include computer architecture, computer systems, algorithms, computer programs, and programming style. The main emphasis of this course is on the study and development of algorithms. PASCAL is the programming language to be used.
 PREREQUISITE: Algebra 12 or Math 100
 COREQUISITE: Math 101-3 (3,3)L

MATH 110-3 Computing Science II

This is a continuation of Math 109-3, and more advanced algorithms and computer programs are developed. The topics include subprograms, advanced string processing, numerical computations, and linear and non-linear data structures. PASCAL and FORTRAN are the programming languages to be used.
 PREREQUISITE: Math 109-3
 COREQUISITE: Math 102-3 or instructor's permission. (3,3)

MATH 150-3 Basic Mathematics

A summary of basic mathematics. Topics include arithmetic operations, the use of formulas and tables, algebra, and plane geometry. Students successfully completing this course will receive the letter grade S.
 PREREQUISITE: Under Review (3,0)

MATH 151-3 Technical Mathematics (Statistics)

A course designed to acquaint the student with the use of statistics in technologies. Topics include description statistics, elementary probability theory, sampling, and some of the uses of statistical inference. Applications will be directed towards the appropriate technology.
 PREREQUISITE: Under Review (3,0)

MATH 154-3 Mathematics of Finance

An introductory course including simple interest, simple discount, compound interest, annuities, amortization, sinking funds, depreciation, and bonds.
 PREREQUISITE: Algebra 11 or Math 040 (3,0)

MATH 157-3 Introduction to Business Statistics

Descriptive statistics, statistical inference, and related topics, with special emphasis on business applications.
 PREREQUISITE: Algebra 11 or Math 040 (3,0)

MATH 161-3 Medical Lab Technology Mathematics I

Topics include: systems of measure; concentration and dilution of solutions; linear, exponential, and logarithmic functions; introduction to differential calculus. Applications of each topic to the solution of Med. Lab. problems.
 PREREQUISITE: Algebra 12 or Math 040 (3,0)

MATH 162-3 Medical Lab Technology Mathematics II

An introduction to statistics for Medical Lab Technology. Topics will include descriptive statistics, basic rules of probability, Poisson and binomial probabilities, the normal distribution, estimation and hypothesis testing for population means and proportions, linear regression and correlation.

PREREQUISITE: Math 161-3 (3,0)

MATH 201-3 Calculus III

Vectors in two and three dimensions, vector functions and their derivatives, functions of several variables, partial differentiation, the gradient, chain rule, and implicit functions.

PREREQUISITE: Math 102-3. (3,0)

MATH 202-3 Calculus IV

Multiple integrals, vector fields, line and surface integrals, vector calculus including Green's, Stokes' and Divergence Theorems.

PREREQUISITE: Math 201-3 (3,0)

MATH 203-3 Introduction to Analysis

Elementary Logic, Induction, Sequence, limit, completeness, Continuity, Differentiability, Supremum and Infimum. Uniform Continuity, Some Theorems of the Calculus.

PREREQUISITE: At least a "B" in Math 101-3 or 102-3. (3,0)

MATH 204-3 Linear Algebra

Vector spaces, Linear equations, Bases, Dimension, Inner Product spaces, Linear transformations and matrices, Determinants, Eigenvectors and Eigenvalues, applications.

PREREQUISITE: Math 102-3. (3,0)

MATH 215-3 Differential Equations I

First order ordinary differential equations; Nth order linear differential equations; Laplace transforms; systems of first order differential equations; applications to growth and decay, mixing heat flow, dynamics, mechanical and electrical vibrations, the two body problems.

PREREQUISITES: Math 102-3 and 204-3 (3,0)

MEDICAL LABORATORY TECHNOLOGY**MLT 151-3 Medical Laboratory Orientation I**

An orientation course to familiarize the student with the atmosphere of medical laboratory technology in the hospital and private laboratory environment. The student is introduced to various principles and procedures and usage of precision instruments and equipment in current use in the medical laboratory. (3,2)L

MLT 152-3 Medical Laboratory Orientation II

A continuation of MLT 151-3 with emphasis on microscopy, spectrophotometry, electro phoretic techniques and quality control as used in the clinical laboratory.

PREREQUISITE: MLT 151-3 (3,2)L

MUSIC

Instruction in performing ensembles, although not offered every semester, may be offered from time to time in Concert Band, Stage Band, Chorus, etc.

*** MUS 101-3 Music Theory I**

A music theory course designed for those with previous instruction. Covers ear-training, dictation (melodic, contrapuntal, and harmonic) analysis and harmony.

PREREQUISITES: Mus 107 and Mus 108 or Instructor's permission. (3,0)

*** MUS 102-3 Music Theory II**

A continuation of Music Theory I - for those with previous instruction. Includes analysis, four-part harmony, continuation of counterpoint and dictation, harmonic/melodic.

PREREQUISITE: Music 101-3 (3,0)

NURSING (under review)**NURS 150-1 Orientation to Nursing**

This course is designed to assist the student in his/her role as a student nurse and a future member of the health team. (1,0)

NURS 151-8 Health: Its Maintenance and Promotion

This course has as its focus health, the means of maintaining and promoting health and simple nursing measures employed when the individual requires minimal assistance in meeting his physiological needs. Clinical experience will be provided through visits to agencies whose focus is promotion and maintenance of health and through experience in a hospital setting assisting patients whose needs for assistance are minimal, whose conditions are stable and who are able to communicate. (8,8)L

NURS 152-12 The Adult with Common Interferences

This course examines the effect illness has on the adult when there is a common interference with physiological functioning and the nursing care required to assist him in meeting his needs. Clinical experience will be provided within the hospital on general medical-surgical units and through contact with community agencies.

PREREQUISITES: Nurs 151-3, Bio 161-3. Sem. 2 (6,14)L
Intercession 1 (10,14)L

NURS 153-7 The Adult with Common Interferences (Access)

This course is specifically designed to access the Licensed Practical Nurse to the General Nursing Program and uses as its base NURS 151-8 and NURS 152-12. The focus is on the adult who has common interferences in meeting his needs. Responses to the interferences, means of assessing including drug therapy, surgical procedures, and nursing approaches are covered.

PREREQUISITE: Licensed Practical Nurse. (10,7) L

NURS 160-1 Nursing, Past and Present

This course examines the historical development of nursing and nursing education and its effect on nursing today. The delivery of health care, legislation related to health care, and pertinent research studies are also discussed. The legal responsibilities of the nurse are explored.

PREREQUISITE: Nurs 150-1. (1,0)

NURS 199-1 Work Session

The work experience of four weeks is designed to assist the student to obtain a more realistic view of the role of the nurse in the delivery of care within a health care agency. The student participates as a nursing team member in assisting, planning, implementing and evaluating the plan of care to meet the needs of assigned patients.

PREREQUISITE: Nurs 152-122 Field Experience (35)L

NURS 200-1 The Professional Nurse (Access)

The focus is on opportunities for the registered nurse including career, educational, and membership in professional associations.

PREREQUISITE: Nurs 160-1. (1,0)

NURS 250-2 The Professional Nurse

This course is designed to assist the student in his/her transition to the role of graduate diploma nurse. Information related to educational and career opportunities, management in nursing and nursing organizations is included.

PREREQUISITES: Nurs 160-1, 199-1. (2,0)

NURS 261-8 The Expanding Family

The impact of the childbearing experience upon the individual and the family during pregnancy, labour, delivery and puerperium and the relevant nursing care is examined. A variety of clinical experiences will be provided within the obstetrical unit of a hospital and other community agencies.

PREREQUISITES: Nurs 199-1, Bio 162-3, Psy 162-3. (8,14) L

NURS 262-8 The Individual Experiencing Psychosocial Interferences

This course examines the impact that interference with psychosocial needs has on the individual and his family. Nursing care relevant to the interferences is explored. Clinical experience is provided in mental health units in hospital and in the community.

PREREQUISITES: Nurs 261-8 and 263-8 or Nurs 265-4. Nurs 267-4. (8,14) L

NURS 263-8 The Child in Health and Illness

The maintenance and promotion of health of the child and the impact of illness and/or handicap on a child and his family is examined. Nursing care relevant to interferences with normal

needs will be examined. Clinical experience is provided on a pediatric unit in the hospital and through other community agencies.

PREREQUISITES: Nurs 199-1, Psyc 162-3, Bio 162-3. (8, 14)L

NURS 264-8 The Adult with Critical Interferences

This course examines the impact of critical interferences on the adult and his family. Nursing care relevant to the needs of the individual experiencing a critical illness is examined. Clinical experience is provided within a hospital in general medical-surgical units and in specialized areas.

PREREQUISITES: Nurs 261-8 and 263-8 or Nurs 267-4, Nurs 265-4. (8,14)L

NURS 265-4 The Expanding Family (Access)

The focus is on the family during pregnancy, labour, delivery, and puerperium. The normal process is briefly reviewed with emphasis on assessment, the approaches used during the normal phases, and when complications occur.

PREREQUISITES: Nurs 153-7, Psyc 162-3, Bio 114-3. (8,14)L

NURS 267-4 The Child in Health and Illness (access)

The maintenance and promotion of the health of the child and the impact of illness and/or handicap on a child and his family is examined. Assessment and approaches used to meet normal needs and adaptations when interferences occur is the focus.

PREREQUISITES: Nurs 153-7, Psyc 162-3, Bio 114-3. (8,14)L

NURS 291-5 The Individual Requiring Long-term Care

The focus of this course is on the individual from any age group who requires long term nursing care to meet his physiological and/or psychosocial needs. Clinical experience is provided within an extended care facility.

PREREQUISITES: Nurs 262-8 and 264-8. (6,21)L

NURS 299-15 The Nurse: A Health Team Member

This course focuses on the role of the nurse in providing care to meet the needs of patients in all age groups who require hospitalization. The clinical experience focuses on organization and the responsibilities of the nurse as a member and potential leader of the nursing team.

PREREQUISITE: Nurs 291-5. (1,34)L

PHILOSOPHY

PHIL 101-3 Moral Philosophy

An introduction to philosophical analysis through the consideration of problems in moral philosophy. Examples of some topics are: "What do disagreements in moral judgement mean?" "Is there an objective basis for moral judgment?" "Is euthanasia wrong?" "Do we have obligations to future generations?" (3,0)

PHIL 102-3 Theory of Knowledge

An introduction to philosophic analysis through the consideration of problems in theory of knowledge. Questions to be discussed include: "Can we ever know anything?" "What do we know?" "How do we know?" (3,0)

PHIL 204-3 Practical Reasoning

This course studies the structure of reasoning, emphasizing the techniques of logical criticism and applying them to everyday argumentation. The course is helpful for all who wish to practise careful reading and criticism of arguments and for those who want to learn how to construct sound arguments. (3,0)

PHIL 205-3 Philosophy of Science

An introduction to the philosophical questions underlying science's methods and content. Of interest to all who aspire to careers in science, the course examines questions such as whether science results in knowledge, whether the social sciences are really sciences, and what social and moral responsibilities scientists have, if any. (3,0)

PHYSICAL EDUCATION

P.E. 101-2 Basketball

An introduction to the skills, rules, offensive/defensive strategies, teaching methods and techniques of basketball. (1,2)

P.E. 102-2 Outdoor Activities

This course will provide the student the opportunity to develop proficiency in map and compass reading, orienteering, snowshoeing and wilderness skills. Students must provide a sleeping bag for winter conditions and a backpack.

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P.E. 103-2 Scientific Basis of Athletic Conditioning

An analysis of the practical and theoretical concepts of athletic conditioning used in the development of general and specific training programs for games and sports will be the prime focus of this course. (1,2)

P.E. 104-2 Cross-Country Skiing

This course is an introduction to the theory, practice and teaching of the fundamental skills of cross-country skiing. This course is offered over an 8 week period. (1,5)

P.E. 105-2 Volleyball

This course is an introduction to the theory, practice and teaching of the fundamental skills of volleyball. (1,2)

P.E. 106-2 Badminton

This course is an introduction to the theory, practice and teaching of the fundamental skills of badminton. (1,2)

P.E. 107-2 Soccer

This course is an introduction to the theory, practice and teaching of the fundamental skills of soccer. (1,2)

P.E. 108-2 Minor Games

This course will cover the theory, practice and teaching of minor games. (1,2)

P.E. 109-2 Educational Gymnastics

This course introduces the student to the basic movements and movement patterns characteristic of gymnastics. (1,2)

P.E. 110-2 Tennis

An introductory course in the skills, rules, strategy, and teaching methods and techniques of tennis. Emphasis will be on the student learning and demonstrating the skills of tennis. (1,2)

P.E. 113-2 Dance Forms

This course is designed to introduce the fundamental patterns and techniques common to traditional dance forms leading to basic composition and performance. The student will gain practical experience in the style and steps of selected folk, square and ballroom (social) dance. (1,2)

P.E. 117-2 Artistic Gymnastics

This course will provide an individualized approach to movement on floor and apparatus, teaching methods, and techniques. (1,2)

P.E. 121-3 An Introduction to the Study of Sport

An introductory examination of classifications for leisure, play, games, contests, dance, and sport, together with an examination of their relationships. (3,0)

P.E. 123-3 Biodynamics of Physical Activity

An introductory examination of the mechanical, anatomical, and physiological bases of human physical performance. (3,0)

P.E. 124-3 Dynamics of Motor Skill Acquisition

An introductory examination of motor skill acquisitions, the variables which influence the learning and performance of motor skills, and the relationship between skill acquisition and growth and development. (3,0)

P.E. 203-3 Human Functional Anatomy and Applied Physiology I

This course relates the basic structure and functions of the human body and the relationship of the fundamental mechanisms of human physiology to exercise. (2,2)

PREREQUISITE: P.E. 123-3.

P.E. 204-3 Human Functional Anatomy and Applied Physiology II

This course relates the basic structure and functions of the human body and the relationship to the fundamental mechanisms of human physiology to exercise. (2,2)

PREREQUISITE: P.E. 203-3.

P.E. 222-3 Sport in Canadian Society

An historical and theoretical analysis of sports in Canadian society.

PREREQUISITE: P.E. 121-3.

(3,0)

PHYSICS

Both the lecture portion and the laboratory portion must be passed in order to complete the course.

PHYS 101-3 Introductory Physics I

Mechanics including vector, linear kinematics, circular motion, dynamics, energy, momentum, relatively, SHM, gravity, properties of matter, temperature, heat, simple kinetic theory, introductory thermodynamics.

PREREQUISITES: Physics 12 or Phys 040,
Algebra 12 or Math 040.

COREQUISITE: Math 101-3 (3,3)L

PHYS 102-3 Introductory Physics II

Electricity and magnetism including charges, electric field, magnetic field, electric current and circuits, light, atomic physics, nuclear reactions.

PREREQUISITE: Phys 101-3 (or Phys 105-3 with C+ standing or better).

COREQUISITE: Math 102-3. (3,3)L

PHYS 105-3 General Physics I

Mechanics including linear kinematics, circular motion, dynamics, energy momentum and fluids, temperature and thermal expansion, heat, simple kinetic theory, and heat transfer. Primarily intended for students not planning further courses in the physical sciences.

PREREQUISITES: Physics 11 or Phys 040,
Algebra 11 or Math 040. (3,3)L

PHYS 106-3 General Physics II

Electricity and magnetism, including charges, electric fields, magnetic fields, electric current and circuits, light, atomic physics and nuclear reactions.

PREREQUISITES: Physics 11 or Phys 040,
Algebra 11 or Math 040 (3,3)L

PHYS 201-3 Thermodynamics

A first course in thermodynamics for students going on in chemistry, physics, and engineering. Topics include temperature, heat and work, heat transfer, molecular properties, ideal and real gases, heat engine cycles, evaporation and refrigeration, entropy and the Second Law.

PREREQUISITES: Phys 105-3 or Phys 101-3 (3,3)L

PHYS 202-3 Electricity and Magnetism

Topics include Electrostatic Charges, the Electric Field, Gauss's Law, The Electric Potential, Capacitance, Current and Resistance, Electric Circuits, A.C. Circuits, the Magnetic Field, Ampere's Law, Faraday's Law. A series of experiments designed to demonstrate the concepts of electricity and magnetism, and modern physics are included.

PREREQUISITE: Phys 102-3 or 106-3. (3,3)L

PHYS 204-3 Mechanics I

A first course in mechanics for students going on in engineering and the physical sciences. Topics include vectors, statics of particles and rigid bodies, kinematics and dynamics of particles, and central forces.

PREREQUISITE: Phy 101-3 or Phy 105-3 and Math 101-3
COREQUISITES: Math 201-3 and Math 204-3 (3,0)

PHYS 205-3 Mechanics II

A continuation of Physics 204-3. Topics include systems of particles, kinematics and dynamics of rigid bodies, centroids and moments of inertia, and mechanical vibrations (optional).

PREREQUISITES: Phy 204-3
COREQUISITES: Math 202-3 (3,0)

PSYCHOLOGY

PSYC 101-3 Introduction to Psychology I

This general survey course includes topics, such as a brief history of psychology, elementary experimental design, the nervous system, sensation, perception, learning, memory, language, and thought. (3,0)

PSYC 102-3 Introduction to Psychology II

A continuation of Psyc 101-3. Topics will include intelligence and intelligence testing, personality assessment, motivation, emotion, mental health and behavioral disorders, psychotherapy, and Social Psychology.

PREREQUISITE: Psyc 101-3. (3,0)

* PSYC 103-3 Human Sexuality

This course is designed to provide a basic understanding of Human Sexuality from a biological, psychological, and social perspective. Topics will include such items as anatomy, physiology of sexual responses, psychosexual development, sexual behaviour and sexual complications. (3,0)

PSYC 157-1 Industrial Psychology and Human Relations I

This course, designed primarily for students in the Forest Technology program, is intended to provide an overview of the theory and application of Human Resource Management. Areas of discussion include: personality development, motivational theory, group dynamics, communications, leadership and practical consideration of the basics of supervisory responsibilities and Industrial Relations. (1,0)

PSYC 158-1 Industrial Psychology and Human Relations II

This course, designed primarily for students in the Forest Technology program, is intended to provide an overview of the theory and application of Human Resource Management. Areas of discussion include: personality development, motivational theory, group dynamics, communications, leadership and practical consideration of the basics of supervisory responsibilities and Industrial Relations. (1,0)

PSYC 161-3 Introductory Psychology for Nurses

An introduction to the scientific study of behaviour utilizing the developmental sequence from birth through infancy. Topics include: research methodology, structure and function of the organism, motivation, learning, theories of personality, emotional development, and intelligence. (3,0)

PSYC 162-3 Developmental Psychology for Nurses

The scientific study of behaviour from childhood through the geronto years. Topics include: personality, social motivation, intelligence testing, self concept, social behaviour, attitudes, opinions, interests, group processes, and leadership.

PREREQUISITE: Psyc 161-3. (3,0)

* PSYC 201-3 Statistics for the Social Sciences

This course covers the basic principles of descriptive and inferential statistics and their application to research in the social sciences. Highly recommended for majors in the social sciences.

No prerequisite required but some students find Math 12 or the equivalent helpful.

PREREQUISITE: Algebra 11 or Math 040 (3,3)

PSYC 202-3 Experimental Psychology

This course introduces experimental methods and designs as applied to research in psychology. Focus on research in sensation, perception, learning, and motivation will serve to illustrate current developments and techniques. Highly recommended for majors in Psychology.

PREREQUISITES: Psyc 101-3 and 201-3. (3,3)L

PSYC 203-3 Dynamics of Behaviour I

The student is introduced to personality and adjustment, and reviews some theories of personality (e.g. Psychoanalysis) and conditions in life requiring adjustment (e.g. conflict). These theories are developed throughout course and pertinent research is discussed.

PREREQUISITES: Psyc 101-3 and 102-3. (3,0)

* PSYC 204-3 Social Psychology

The student will be introduced to the study of human behaviour and adjustment within interpersonal and social situations. Some of the topics to be covered include: affiliation, liking and loving, attitude and attitude change, prejudice, conformity and compliance, aggression, altruism (helping behaviour), group structure and dynamics. The approach will be to cover major social psychological theories and research methodology as they relate to these topics.

PREREQUISITES: Psyc 101-3, 102-3, and 203-3 (3,0)

PSYC 205-3 Developmental Psychology I

A study of the determinants of behaviour, theory, and processes of growth and maturation from the prenatal period through childhood, with emphasis on infancy and childhood periods in terms of cognitive, psychomotor, affective and connative development.

PREREQUISITES: Psyc 101-3 and 102-3 (3,0)

PSYC 206-3 Developmental Psychology II

The growth and development of the individual during adolescence, adulthood and senescence, including developmental theory as well as the factors affecting the development during these periods.

PREREQUISITE: Psyc 101 and 102. (3,0)

* PSYC 207-3 Psychopathology

This course examines a wide variety of models of psychopathology (e.g. medical, dynamic, behavioural) and the causes and treatments of several behavioural disorders (e.g. anxiety disorders, somatoform disorders, schizophrenia, affective disorders, psychopathy, alcoholism).

PREREQUISITES: Psy 101 and 102, 203 or instructor's permission. (3,0)

SOCIOLOGY

SOC 101-3 Introduction to Sociology I

A general introduction to the philosophical and historical background of sociology; method and theory; basic concepts used in the analysis of society, such as culture and society, groups, socialization, classes, minorities, collective behaviour, and urbanization. (3,0)

SOC 102-3 Introduction to Sociology II

A continuation of Soc 101. An analysis of the structure and function of social institutions, such as the family, religious institutions, education, economic institution, political structure, and theories of social change.

PREREQUISITE: Soc 101-3. (3,0)

* SOC 201-3 Sociology of Work - General

Work before the Industrial Revolution. The agricultural community and agricultural work. The "White collar" worker. The professions. Part-time and temporary work and their social and personal effects. "White collar", technical, and professional associations; their organization, goals, and social influence. Connections between work life and personal life. Socialization and work. Women and industrial work.

PREREQUISITE: Soc 201-3 (3,0)

* SOC 202-3 Sociology of Work - Industry

Industrial workers; their life-styles, family life, neighborhoods, and communities. Industrial work groups and work forces. The one-industry town. Worker interest groups at the work place (cliques, worker associations, labor and trade unions) and in the community of nation (social influence, political parties). Crafts and trades. Women and industrial work.

PREREQUISITE: Soc 201-3. (3,0)

* SOC 203-3 Canadian Society I

A detailed sociological, anthropological, and literary analysis of Canadian society, including such topics as occupations, social classes, social groups, authority and political behaviour, social stratification, and deviant behaviour. (3,0)

* SOC 204-3 Canadian Society II

Sociological perspectives on social problems in modern Canadian society: issues of current social conflict and controversy in such areas as race and ethnic relations, social disorganization, politics, and national identity.

PREREQUISITE: Soc. 203-3. (3,0)

SOC 206-3 Social Problems

A study of contemporary social problems in Canadian Society. Selected topics such as juvenile delinquency, child abuse, alcohol and drug abuse, sexual deviance and abortion are analyzed and discussed within a sociological framework. Sociological interpretations are supplemented by psychological and/or legal principles, where appropriate.

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SURVEYING FOR FORESTRY AND CONSTRUCTION

SURV 151-3 Surveying I

A study of the basic field surveying methods, notes and their interpretation. Included are the types of surveying instruments and practical use. Measuring distances, levels, traverses and other elements of plane surveying techniques used in the construction and forest industry.

PREREQUISITE: Algebra 11 or Math 040 (1,3)

SURV 152-3 Surveying II

Continuation of Surveying I to learn the surveying techniques used in construction and forest industries with special emphasis on accurate construction surveying. This course includes a one week survey school in late April.

PREREQUISITE: Surv I (1,3)

SURV 153-3

Students will learn how to use basic survey equipment such as steel tape, level and transit. Proper note-taking is emphasized. (1,3)

SURV 154-3

Students will apply skills learned in SURV 153-3 to:

- Measure and balance a traverse
- layout road curves
- complete a stadia site plan
- layout buildings

Students will become familiar with electronic distance measuring equipment. (1,3)

TECHNOLOGY

TCHM 181-3 Technology Chemistry I

The course is an introduction to Chemistry for technology students. Topics covered are chemical calculations, acids, bases, chemical equilibrium and redox reactions. Lab work consists of simple qualitative and quantitative analysis.

PREREQUISITE: Chemistry 11 or equivalent.

COREQUISITE: A College Math course.

SEQUENTIAL COURSES: Chemistry 182 or 154. (3,3)L

TDGS 156-3 Technology Digital Techniques

Solid state logic (TTL, MOS, CMOS), noise and loading considerations, flip flops, counters, shift registers, encoding, decoding and arithmetic systems. Simple method of digital to analog and analog to digital conversion.

PREREQUISITE: TELE 183-3

COREQUISITE: TELE 188-3 (3,3)

TELE 181-2 Technology Shop Practise I

Provides practical training in shop procedures, topics include safety, sheet metal, wiring, electronic components, printed circuits, distribution boxes, switch boxes, conduit, electrical code, drawings, hand tools, power tools, torch brazing and soldering.

SEQUENTIAL COURSE: TELE 182-2. (0,2)L

TELE 182-2 Technology Shop Practice II

A continuation of TELE 181-2.

PREREQUISITE: TELE 181-2. (0,2)L

TELE 183-3 Technology Circuit Analysis I

The principles and analysis of DC circuits. Topics include series, parallel series - parallel, nodal, loop, superposition, Thevenin and Norton analysis of circuits. Capacitance and inductance, charge-discharge equations, and an introduction to wave forms. The lab portion of the course supports the theory presented. 3,3)L

TELE 184-3 Tehnology Circuits Analysis II

AC network analysis methods (loop, nodal, superposition, Thevenin, Norton), z, y and h parameters, a further study of transients in inductives and capacitive circuits. The lab portion of the course supports the theory presented.

PREREQUISITE: TELE 183-3, TMTH 181-3

COREQUISITE: TMTH 182-3 (3,2)L

TELE 188-3 Technology Electronic Circuits

Teaches how electronic circuits work, how to analyze them numerically and how to design, modify and combine them to perform complex functions. Topics include transistors, tubes, voltage and current amplifiers, loadline analysis, choice of Q-point, bias circuits, stability, AC equivalent circuits, interstage coupling and frequency response, feedback, oscillation, low frequency power amplifiers of various types, heatsinking, uni-junction transistors, thyristors, and field-effect transistors.

PREREQUISITE: TELE 183-3, TMTH 181-3

COREQUISITE: TELE 184-3. (3,3)L

TMES 186-2 Technology Electrical Measurements

Teaches the principles and methods of measuring quantities encountered in the electrical industry. Topics include definitions, units, standards, safety, transducers; instruments for voltage, current, power, impedance, frequency, phase angle, decibels, Q, distortion, pressure, and temperature. (2,2)L

TMTH 181-3 Technology Mathematics I

Algebra, logarithms and exponentials, euclidean and analytical geometry, plan and spherical trigonometry to include vectors and complex numbers, and linear equations.

PREREQUISITES: Algebra 12 or Math 040 (with C+ standing)

(3,2)L

TMTH 182-3 Technology Mathematics II

Ordinary and partial derivatives; Fourier, Taylor, MacLaurin and Infinite Series; First and second order differentials; definite and multiple integrals and conic sections.

PREREQUISITE: TMTH 181-3.

(3,2)L

TPHY 181-3 Technology Physics I

The first of two continuous courses to cover statics, dynamics, momentum, force, kinematics, angular motion and momentum, friction, energy, power, mechanics, simple machines, properties of solids and fluids, fluid mechanics, waves and vibration, sound, optics, thermal properties of matter, thermal energy, basic electricity and magnetism, atomic and nuclear phenomena.

PREREQUISITES: Chemistry 12 or Chem 040 with C standing

(3,3)L

TPHY 182-3 Technology Physics II

The second of two continuous course to cover: Kinetic Theory, Heat, Thermodynamics, Optics, Wave Motion, Light, Electricity and Magnetism, Semiconductor Physics.

PREREQUISITES: TPHY 181-3, TMTH 181-3

COREQUISITES: TMTH 182-3

(3,3)L

VOCATIONAL PROGRAMS

NOTE: Special admission may be granted to enter a program where the admission requirements have not been met, upon the written recommendation of a counsellor and the instructor with the signed authorization of the appropriate Director or Dean.

APPRENTICESHIP TRAINING

The College of New Caledonia, in conjunction with the Ministry of Labour, conducts courses in Apprenticeship training.

Apprenticeship training presently offered are:

Automotive Mechanical Repair
Carpentry
Electrical
Heavy Duty Mechanics
Millwright
Plumbing
Pipe Fitting

Persons interested in any of these trades should apply through the

Apprenticeship and Industrial Training Counsellor,
Ministry of Labour,
Plaza 400 1011 - 4th Ave.,
Prince George, B.C. V2L 3H9
Telephone 562-8131

or

The Apprenticeship and Industrial Training Branch,
Ministry of Labour
4211 Kingsway,
Burnaby, B.C. V5H 3Y6
Telephone 434-5761

AUTOMOTIVE MECHANICAL REPAIR APPRENTICESHIP

Automotive Mechanical Repair is an apprenticeship program in a Designated Trade sponsored by the Apprenticeship and Industrial Training Branch, Ministry of Labour.

The employment situation is normal indoors and may be anywhere from a small repair shop or service station doing general mechanical repairs, to the complex service department of a large automobile or trade dealership.

In many cases the work involves direct contact with the public where courtesy, co-operation and at times the ability to accept criticism is important.

ADMISSION REQUIREMENTS: To enter this program the participant must already be an indentured apprentice. Applicants must be in good health, non-allergenic to solvents and lubricants, and have a good mechanical aptitude. (Contact Minister of Labour Apprenticeship Training Branch)

DRESS: Worker's Compensation Board regulations will apply. Safety-toed boots are required.

LENGTH OF PROGRAM: 4 week intervals

COMMENCEMENT DATE: As per Ministry of Labour.

FEES: Tuition paid by Ministry of Labour

Registration fee \$15.00

I.D. Card \$1.00

BUSINESS OFFICE TRAINING Certificate (Office Administration)

The programs offered by the Office Administration Department are designed to train the student for employment at the entry level positions available in today's Business, Government, and Industrial Offices, and to train the student on automated office systems.

Students will learn the basic skills for positions involving general office duties such as filing, mail processing, typing and business machines, and/or in addition may have the option of selecting courses designed for legal secretaries, word processing specialists, word processing correspondence secretaries, etc.

The Courses for the Office Administration programs are under review. As the technology of the automated office is rapidly changing some of the applications of the new technologies will be introduced to the program for September, 1983.

An addendum should be ready in May 1983. For further information contact the Counselling Centre at 562-2131, Local 360

ADMISSION REQUIREMENTS: All applicants will be required to take a placement test which will be used to determine entry into the program.

WITHDRAWAL

A student may withdraw from any course in the program within two weeks of commencement of the program without academic penalty.

Students who withdraw after the two week period has elapsed and who have maintained a "P" grade, or better, in the course may withdraw without academic penalty.

A student who withdraws after the second week period has elapsed and who has not maintained a "P" grade, or better, will receive an "F" grade. The assignment of the "F" grade may be appealed through the appropriate Dean.

A full-time student who withdraws from a core course will then be classified as a part-time student.

NOTE: Students who withdraw after the final withdrawal deadline will receive an "F" grade.

Students have the right to appeal any grade assigned by the College.

TERMINATION

A student who accumulates 3 days of unexcused absences may be terminated from the course by the Dean upon recommendation of the instructor.

READMISSION

A student who received an "F" grade must have the appropriate Dean's permission for readmission to the college.

A student who withdraws from a program and/or courses and applies for readmission, will be placed on the bottom of the waiting list for that program/course.

A student who withdraws twice from the same program/course and applies for readmission to that program/course, must have the appropriate Dean's permission for readmission to the college.

CARPENTRY APPRENTICESHIP

The Carpenter Apprenticeship program is intended in each of its four training sessions to increase carpentry skills and the student's understanding of the theory of carpentry. The course provides students with a grounding in equipment, materials, correct use of tools and construction procedures.

Apprentices must know the properties of and be able to work with wood, plywood, concrete and various metal, plastic, and composite products. They must be skilled in the care and use of tools and have a sound knowledge of local building codes and safety requirements.

THE PROGRAM

Covered during the 1st to 4th training session.

- Good work habits
- Care and use of tools
- Work safety (W.C.B.)
- Blueprint reading
- Building layout
- Materials
- Formwork
- Framing
- Exterior and Interior finish
- Roofing
- Heavy construction procedures
- Roof framing
- Stair building
- Basic welding

Upon completion of the four year apprenticeship program, the student must be able to visualize a completed project from blueprints and working drawings, to perform trade skills, and to give direction to all the subtrades.

ADMISSION REQUIREMENTS: To enter this program the participant must already be an indentured apprentice. (Contact Ministry of Labour Apprenticeship Training Branch.)

DRESS: That which is appropriate for training and safety. Safety toed boots are required (Workers's Compensation regulations will apply).

LENGTH OF PROGRAM: 6 weeks

FEES: Tuition paid by Ministry of Labour
Registration fee \$15.00
I.D. Card \$1.00

EXPENSES (Estimated):
Textbooks - \$100.00
Safety Boots - \$65.00

COOK TRAINING

Certificate

An introduction to Food Services and facets of kitchen management. Instructional areas covered in the program include soups and sauces, meat cookery, short-order, meat cutting, garde manger (cold kitchen), elementary baking, elements of catering and banquet preparation, storeroom procedures (inventory control), and speciality presentation.

Theory and demonstrations are supplemented with practical sessions in the laboratory and kitchen.

ADMISSION REQUIREMENTS: Grade 10, GED, ABE 111 or Mature Student status. Applicants must supply a recent health certificate and chest x-ray.

LENGTH OF PROGRAM: 10 months

COMMENCEMENT DATE: August

FEES: Tuition: \$300.00
Lab/Materials: \$50.00
Student Association: \$32.00
Registration fee \$15.00
I.D. Card: \$1.00

DENTAL ASSISTING

Certificate

The dental assisting program provides the theory and skills necessary for the graduate to function as a chairside assistant in a private practice, group practice, dental clinic, public health and related services.

ADMISSION REQUIREMENTS: Grade 12, G.E.D., or ABE IV, Biology 11 or Biology 040, English 12 or English 040. G.E.D meets the general admission requirements but does not meet specific program prerequisites. Priority will be given to applicants based on grades in English and Biology.

LENGTH OF PROGRAM: 10 months

COMMENCEMENT DATES: September. Application deadline May 1. (Although applications will be accepted after that date, preference will be given to applications received by May 1.)

FEES: Tuition: \$300.00
Lab/Materials: \$50.00
Student Association: \$32.00
Registration fee \$15.00
I.D. Card: \$1.00

EXPENSES: Textbooks, Uniforms, Shoes, Safety Glasses, etc. \$400.00

ELECTRICAL

Apprenticeship

An electrical apprenticeship program is offered through CNC as a Designated Trade sponsored by the Apprenticeship and Industrial Training Branch, Ministry of Labour.

ADMISSION REQUIREMENTS: to enter this program the participant must already be an indentured apprentice. (Contact Ministry of Labour Apprenticeship training Branch)

LENGTH OF PROGRAM: 8 week session.

FEES: Tuition paid by Ministry of Labour
Registration \$15.00
I.D. Card \$1.00

GENERAL DRAFTING

Certificate

The purpose of this program is to prepare persons for employment with companies engaged in architectural, structural, civil or mechanical drafting.

The draftsman is the link between the engineer or designer, who works out ideas; and the construction trades which do the fabricating or building. When preliminary plans are approved they are passed to the draftsman for development of working drawings.

Graduates of this course normally commence employment at a junior level. On the job experience will eventually lead to more responsible work, and the extensive technical knowledge gained in drafting may, with additional training, lead to positions in engineering, designing, sales or administration.

ADMISSION REQUIREMENTS: Grade 12, GED or ABE IV. Applicants must have good eyesight and hand-eye coordination.

LENGTH OF PROGRAM: 9 months (30 hours per week)

COMMENCEMENT DATE: September.

FEES: Tuition: \$300.00

Lab/Materials: \$50.00

Student Association: \$28.80

Registration \$15.00

I.D. Card: \$1.00

EXPENSES (Estimated):

Books - \$75.00

Calculator - \$50.00

THE PROGRAMS:

GD 100 Basic Drafting (44 days)

- orthographic projection
- dimensioning - scales
- auxiliary views
- pictorial drawing
- sections and conventions
- intersections and developments

GD 200 Machine Drawing (20 days)

- tolerances and allowances
- fasteners
- gears and cams
- assembly drawings

GD 300 Civil Drawing (50 days)

- subdivision mapping
- grading, profiles and sections
- highway construction drawings
- industrial piping
- descriptive geometry and geological applications

GD 400 Technical Mathematics (12 days)

- fundamentals and metrics
- geometry
- equations
- trigonometry
- vectors

GD 500 Architectural Drawing (36 days)

- residential planning, design and drawing
- building codes and standards
- light construction
- detail drawings

GD 600 Mechanics and Strength of Materials (12 days)

- force and stress
- moments and reactions
- shear, bending and deflection
- wood timber design

GD 700 Surveying (10 days)

- distance and angular measurement
- traversing
- differential leveling
- coordinate geometry
- field notes
- transit and level instruments
- fieldwork

HEAVY DUTY MECHANICS

Apprenticeship

An apprenticeship course sponsored by the Apprenticeship and Industrial Training Branch, Ministry of Labour.

ADMISSION REQUIREMENTS: To enter this program applicant must be an indentured apprentice. (Contact Ministry of Labour Apprenticeship Training Branch)

DRESS: Worker's Compensation Board regulations will apply. Safety-toed boots are required.

LENGTH OF PROGRAM: 5 weeks.

FEES: Tuition paid by Ministry of Labour

Registration \$15.00

I.D. Card \$1.00

LONG TERM CARE - AIDE

Certificate

The program is designed to prepare an Aide (Long Term Care), who will be able to assist in providing care for individuals in extended and intermediate care facilities. Graduates of this program will be prepared to work in nursing homes and extended care units in hospitals under the direction of a registered nurse.

The program is based on the "Specifications of Competencies and Aide (Long term Care)" Ministry of Education. Clinical practice will be provided in the College nursing lab and in extended and intermediate care units of health care facilities. The completion of a Safety Oriented First Aide Program is also a requirement.

ADMISSION REQUIREMENTS:

1. Grade 10 recommended and Grade 8 reading level required. Testing for reading level must be arranged through the college.
2. Interviews
3. Medical Examination Report must be submitted prior to final acceptance.
4. Immunization: successful applicants will be advised of the required immunization.

FEES:

Tuition: \$15.00 per week

Lab/Materials: \$25.00

Student Association: \$12.80

Registration: \$15.00

I.D. Card: \$1.00

EXPENSES (estimated only):

Uniforms - \$75.00

Textbooks - \$75.00

NOTE: The offering of this program is subject to Ministry of Education approval. Please contact a CNC counsellor for details.

MILLWRIGHT

Apprenticeship

A millwright apprentice program is offered through CNC as a Designated Trade sponsored by the Apprenticeship and Industrial Training Branch, Ministry of Labour.

ADMISSION REQUIREMENTS: To enter this program an applicant must be an indentured apprentice. (Contact the Ministry of Labour, Apprenticeship Training Branch.)

LENGTH OF PROGRAM: 5 Weeks.

DRESS: Worker's Compensation Board regulations will apply. Safety-toed boots are required.

FEES: Tuition paid by Ministry of Labour

Registration \$15.00

I.D. Card \$1.00

OFFICE ADMINISTRATION

(See Business Office Training)

PLUMBING

Apprenticeship

This program is open to indentured apprentices registered through the Ministry of Labour, Apprenticeship Training Programs Branch. It provides a six week term of instruction in theory and practical application of the Plumbing trade in each year of the four year apprenticeship.

Schooling prepares apprentices for the Interprovincial Trades Qualification ticket (T.Q.) in Plumbing.

THE PROGRAM

Care and Use of Tools
Science and Math
Welding, Soldering and Brazing
Piping
Pumps and Water Supply
Drainage, Waste and Venting

Cross Connection Control
Estimating
Valves, Fittings and Supports
Hot Water Heating
Gas Fitting

ADMISSION REQUIREMENTS: To enter this program an applicant must be an indentured apprentice. (Contact the Ministry of Labour, Apprenticeship Training Programs Branch).

LENGTH OF PROGRAM: Four 6 week sessions.

DRESS: Worker's Compensation Board regulations will apply. Safety-toed boots are required:

FEES: Registration \$15.00
I.D. Card \$1.00

EXPENSES: (estimated)
Textbooks and training materials - \$300.00

POWER ENGINEERING - 4th Class Certificate

A program intended to prepare persons for a career in power plant operation and maintenance. This course includes maintenance of powerhouse equipment, instrumentation, electricity, engineering sciences and water conditioning. While emphasis will be upon the practical application of the basic principles, sufficient theory will be covered to prepare students to write the Fourth Class Power Engineer's Examinations.

ADMISSION REQUIREMENTS: Grade 12 or ABE IV.

Related experience in industry will be considered in lieu of formal education.

RECOMMENDED: Algebra 11 or Math 040, Physics 11 or Phys 040, Chemistry 11 or Chemistry 040, Drafting.

DRESS: Worker's Compensation Board regulations will apply. Safety-toed boots are required.

LENGTH OF PROGRAM: 10 months.

COMMENCEMENT DATE: September & January 1984

FEES: Tuition: \$250.00 per semester
Student Association: \$32.00
Registration fee \$15.00
I.D. Card: \$1.00

THE PROGRAM

Mathematics and Applied Science
Instrumentation
Workshop
Sketching and blueprint reading
Steamplant training
Boiler operation
Electricity
Report writing

POWER ENGINEERING UPGRADE

Correspondence courses in all levels of Power Engineering are available from CNC. They include marked assignments and providing on site tutorial sessions on a full-time day or part-time evening schedule.

Inquiries should be directed to the Registrar's Office.

LENGTH OF PROGRAM: 10 months

COMMENCEMENT DATE: September - May

FEES:	4th Class	3rd Class	2nd Class	1st Class
Tuition	\$100.00	\$100.00	\$100.00	\$100.00
Registration	\$15.00	\$15.00	\$15.00	\$15.00
I.D. Card	\$1.00	\$1.00	\$1.00	\$1.00

PRE-ENROLLMENT COUNSELLING:

Due to the complexities of Provincial and inter-Provincial legislation governing acceptable qualifying time served in industry, prospective students may wish to discuss their acceptability for certification prior to enrollment. The College faculty offer their assistance to students seeking advice regarding the prerequisites for compliance with legislation and mandatory regulations. Contact the Counselling Centre

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STEAM FITTING AND PIPEFITTING

Apprenticeship

This program is offered to indentured apprentices registered through the Ministry of Labour, Apprenticeship Training Programs Branch. It provides a six week term of instruction in theory and practical applications of the steamfitting-pipefitting trade in each year of the four year apprenticeship.

Schooling prepares apprentices for the Interprovincial Trades Qualification ticket (T.Q.) in Steamfitting-Pipefitting.

THE PROGRAM:

Care and Use of Tools
Good Work Habits
Sciences and Mathematics
Piping, Support and Valves
Soldering, Brazing, Cutting and Welding
Pumps
Heating Systems
Air Conditioning
Boilers
Instrumentation
Gasfitting

ADMISSION REQUIREMENT: To enter this program an applicant must be an indentured apprentice. (Contact the Ministry of Labour, Apprenticeship Training Programs Branch)

DRESS: Worker's Compensation Board regulations will apply. Safety-toed boots are required.

LENGTH OF PROGRAM: Four 6 week sessions.

FEES Tuition - Paid by the Ministry of Labour.
Student Association and Registration - \$16.00.

EXPENSES (estimated): Textbooks and training materials - \$200.00

TRAINING ACCESS (TRAC) PROGRAM

This program is being introduced throughout B.C. and will have transferability to other B.C. colleges and institutes. The TRAC program is designed to allow students to develop the skills necessary to enter an apprenticeship. It is also designed to allow students to make choices as to which trade they wish to enter as an apprentice.

THE PROGRAM

The TRAC program has three levels:

1. **Common Core:** All students will take this level which is designed to the knowledge and skills common to all trades.
2. **Occupational Core:** After completing the Common Core students will enter Occupational Core where they will take training in broad occupational areas. CNC will offer instruction in Carpentry/Joinery, Electrical, Machinist/Millwright, Mechanics, and Piping.

Metal Fabricating will be offered at other B.C. colleges and institutes.

3. **Specialty:** after students have completed the Occupational Core they will then take training specific to individual trades. At present CNC will offer instruction in Automotive Repair, Carpentry, Electricity, Heavy Duty Repair, Millwrighting, Plumbing, and Steamfitting.

Autobody Repair, Boilermaking, Inboard/Outboard Engine Repair, Ironworking, Joinery, Sheet Metal Working, Sprinklerfitting, and Steel Fabricating courses will be offered at other B.C. colleges and institutes.

COMMON CORE LEVEL	OCCUPATIONAL CORE LEVEL	SPECIALTIES LEVEL
	Carpentry/Joinery	Carpentry
		* Joinery
	Electrical	Electricity
	Machinist/Millwright	* Machinist
	Mechanics	Millwrighting
		* Autobody Repair
		Automotive Repair

Common Core

Metal Fabrication

Piping

- Inboard/Outboard Engine Repair
- Heavy Duty Repair
- Boilermaking
- Ironworking
- Sheet Metal Working
- Steel Fabricating
- Plumbing
- Sprinklerfitting
- Steamfitting

- Starting Dates not confirmed. Contact the Counselling Centre.

ADMISSION REQUIREMENTS: Grade 10, G.E.D., or ABE III. A medical examination certificate will be required. (Requirements may be changed. Contact the Counselling Centre).

DRESS: Worker's Compensation Board regulations will apply. Safety-toed boots are required.

LENGTH OF PROGRAM: Varies. This program will be self-paced. Each level should take about two months. Students with previous experience or training may write challenge exams and, if successful, may be exempted from some sections of the program.

COMMENCEMENT DATES: New classes will start every two weeks.

FEES: Tuition - \$15.00 per week with a minimum payment of \$120.00 (money refunded if student takes less than 8 weeks).

Materials \$25.00

Student Association \$3.20 per month (Minimum - \$6.40)

Registration \$15.00

I.D. Card \$1.00

EXPENSES (Estimated):

Safety-toed Boots - \$65.00

WELDING

Certificate

Welding is a specialized skill, the demand for which is rapidly expanding in our industrial society. It requires constant physical co-ordination of arms, hands and eyes, and the student develops manipulative skills through manual training.

Welding is universal in its application. Construction welding appeals to certain people due to the variety of working locations, while others prefer to remain in industrial centers where job opportunities are also plentiful.

Due to microtechnological evolution, welding equipment and techniques are constantly changing. It therefore becomes imperative for welders to constantly strive to update their skills.

Successful students of this program will be qualified for a variety of employment opportunities in the metal working industries. A production welder, maintenance welder, welder fabricator or welder fitter are only a few of the possible employment possibilities.

BEGINNER WELDING (Registered "C" Level)

This program offers basic training for entry level employment in a broad variety of welding and steel fabrication related jobs. The curriculum is self-paced and is organized in a modular format which is designed to accommodate the individual differences which occur in learning. On completion of the program a student will have gained enough practical experience and related theory to take a variety of job tests.

COURSE CONTENT:

- P-1 Introduction and Program Orientation.
- P-2 Gas Cutting.
- P-3 Gas and Braze Welding.
- P-4 Shielded Metal Arc Welding.
- P-5 Air Carbon Arc Cutting.
- P-6 Gas Metal Arc Welding, Flux Core Arc Welding.
- RK-1 Material Handling and Rigging.
- RK-2 Blue Print Reading I.
- RK-3 Introduction to Metallurgy I.

ADMISSION REQUIREMENTS: Grade 10, G.E.D. ABE III. Mature students are encouraged to apply. Participants are encouraged to consult with a welding instructor as well as a counsellor prior to application.

RECOMMENDED: Industrial and Mechanical courses.

DRESS: Worker's Compensation Board regulations will apply. Safety-toed boots and welding gloves are required.

LENGTH OF PROGRAM: May vary from 5-7 months.

Continuous intake based on a modular concept is designed to allow students to progress at their own rate.

FEES: Tuition: \$60.00 per month, minimum

Books: \$40.00

Student Association: \$32.00

Registration: \$15.00

I.D. Card: \$1.00

EXPENSES: (Estimated)

Welding Gloves

Safety-toed Boots \$65.00

ADVANCED WELDING

(Upgrading, Registered "B" and "A" Levels and Testing).

COURSE CONTENT:

Registered "B" Level contains training in the following practical and related knowledge modules:

- P-7 Shielded Arc Welding II (S.M.A.W. II).
- P-8 Gas Metal Arc Welding II (G.M.A.W. II).
- P-9 Flux Core Arc Welding II (F.C.A.W. II).
- P-10 Gas Tungsten Arc Welding I (G.T.A.W. I)
- RK-4 Inspection Procedures.
- RK-5 Welding Standard and Quality Control.
- RK-6 Blue Print Reading II.
- RK-7 Metallurgy II.

Registered "A" Level contains training in the following practical and related knowledge modules:

- P-11 Shielded Metal Arc Welding III (S.M.A.W. III).
- P-12 Gas Tungsten Arc Welding II (G.T.A.W. II).
- RK-8 Metallurgy III.
- RK-9 Blue Print Reading III.

TESTING: Company, industry, government and other tests will be offered. The instructor will inform interested parties as to the paperwork required by the various companies and the Boiler Inspection Branch. The instructor will supervise the practical performance of the test as well as arrange for inspection by the government Boiler Inspector.

ADMISSION REQUIREMENTS:

(1) Registered "B" and "A" Levels require the candidate to have successful completion of the Registered "C" Level.

(2) Testers require written proof on company letterhead or signed affidavit from Notary Public of one year industrial welding experience.

Applicants must contact instructors for assessment, space availability, and testing requirement.

DRESS: Worker's Compensation Board regulations will apply. Safety-toed boots and welding gloves are required.

FEES: Tuition: \$15.00 per week

Testing: \$45.00 per day

Lab/Materials: Charges vary with the type of test taken.

EXPENSES (Estimated):

Welding Gloves-

Safety-toed Boots - \$65.00

Books

Student Association: \$12.80

Registration: \$15.00

I.D. Card: \$1.00

VOCATIONAL PROGRAMS ADMISSIONS AND REGISTRATION

ADMISSION REQUIREMENTS

Admission requirements may vary. Please check **ADMISSION REQUIREMENTS** for each program. To be eligible for Mature Student Status the applicant must be 19 years of age and have been out of the regular school system for at least one year.

SPECIAL ADMISSION:

Special admission may be granted to enter a program or course where the admission requirements or course prerequisites have not been met upon the written recommendation of a counsellor and the instructor with the signed authorization of the appropriate Director or Dean.

ADMISSION PROCEDURES

For Apprenticeship Programs:

Apply through the

Apprenticeship and Industrial Training Counsellor,
Ministry of Labour,
Plaza 400, 1011 4th Avenue,
Prince George, B.C. V2L 3H9,
Telephone: 562-8131

or the

Apprenticeship and Industrial Training Branch,
Ministry of Labour,
4211 Kingsway,
Burnaby, B.C. V5H 3Y6,
Telephone: 434-5761.

For Other Programs:

- (i) Write or inquire at Student Services for an application.
Student Services
College of New Caledonia
3330 - 22nd Avenue
Prince George, B.C. V2N 1P8
562-2131

- (ii) The completed application form along with all necessary transcripts should be submitted to the College. Secondary School students may complete a Statement of Secondary School Subjects. This statement will be accepted in lieu of a transcript and students will be admitted on a conditional basis. The conditional status will be removed when the College receives the official transcript of Secondary School grades. This should be forwarded as soon as possible. Students are not formally accepted or placed on program waiting lists until transcripts or Statements of Secondary School Status are received by the College.
- (iii) Applications will be processed and students will be notified by mail of their admission to the College.
- (iv) Detailed registration information, including the date and time for registration, will be included with the Permission to Register letter.
- (v) Persons requiring program information are encouraged to see a counsellor.
- (vi) Students must register at the time indicated on their Permission to Register letter. Registration is not complete until all fees have been paid.
NOTE: A \$50.00 late registration fee will be assessed anyone who does not register at the time indicated on their Permission to Register letter. Students with unusual circumstances may appeal this late fee through the Dean of Student Services.
- (vii) to withdraw from a program the student must complete the Withdrawal form available at the Student Services Office.

PRIORITY

All Applicants are urged to apply as early as possible as first priority may be given to the earliest applicant.

VOCATIONAL PROGRAMS FEES AND EXPENSES

FEES (Under review and may change)

Fees may vary. Please check fees for each program. No fees will be charged to Senior Citizens.

CANADA EMPLOYMENT AND IMMIGRATION COMMISSION SPONSORSHIP

Canada Employment and Immigration Commission purchases spaces in some programs. Before applying for admission as a fee paying student, you may wish to check with your local CEIC Office to determine your eligibility for sponsorship by CEIC.

For information on those programs which are eligible for sponsorship by CEIC, call the CNC Counselling Centre or your local CEIC Office.

SPONSORED STUDENTS

Students whose fees will be paid by sponsoring agencies will be required to present a letter to this effect from the agency concerned at the time of registration.

PAYMENT OF FEES

Tuition and Student Association fees are collected at the time of registration. Canada Employment sponsored students must pay the \$15.00 Registration Fee and Student Association Fee. Other sponsored students may present a letter from the sponsoring agency promising payment.

Students who are unable to pay their fees at the time of registration and who are unable to obtain financial assistance from the Financial Aid Officer will not be permitted to register, unless prior approval is obtained from the Dean of Student Services.

MISCELLANEOUS FEES

Grade Appeal	\$5
Transcript	5
Duplicate Diploma	5
I.D. Card Duplicate	1
Locker Rental	2
Duplicate Permission to Register	1
Duplicate Grade Statement	1
Duplicate income tax receipt	1

NOTE: Some courses may require an assessment for supplies and activities required as part of the course.

ESTIMATED EXPENSES

Full-time students should be aware of the expenses beyond the fees, they will incur. Costs can be estimated as follows:

Books and Supplies	100
Tool and Book deposit	50
Leather gloves for welding students	19
Steel-toed boots	65
Local transportation	150
Miscellaneous	400
	<hr/>
	\$784.

HOUSING AND MAINTENANCE EXPENSES

The average cost for room and board in Prince George is \$250 - \$350 per month.

REFUNDS

A complete refund of fees is made only when a course or program is cancelled.

SCALE OF WITHDRAWAL REFUNDS:

- a) An 80% refund of fees will be made if the student withdraws within two weeks after commencement of classes or prior to completion of 15% of the course in courses/programs less than 4 months in length.
- b) A 50% refund of fees will be made if the student withdraws within the third or fourth week after commencement of classes or prior to completion of 25% of the course in courses/programs less than 4 months in length.
- c) No refund will be made if the student withdraws more than four weeks after commencement of classes, or after 25% of the course has been completed in courses/programs less than 4 months in length.

VOCATIONAL PROGRAMS GRADES AND TRANSCRIPTS

EVALUATION AND GRADING

To ensure maximum involvement of the student in the learning process, CNC follows a policy of continuous evaluation in determining the grades. There is no single final examination.

GRADES

Alphabetic symbols may be used to report academic success. Each grade is assigned a numerical weight or grade point, that is used to determine the grade point average.

LETTER GRADE

A	Outstanding achievement
B+	
B	Good achievement
C+	
C	Satisfactory achievement.
P	Pass
F	Fail. No credit granted.
I	Incomplete. Grade and credit withheld until all requirements of the course have been met. Will require completion of all required work within 4 weeks of the last day of classes or an 'F' grade will be assigned.
S	Satisfactory achievement in courses where letter grades are not assigned.
W	A "W" grade will be assigned to those students completing the Withdrawal procedure outlined, and within the time limits specified in the College Calendar.

STATEMENT OF GRADES

At the end of each program a Statement of Grades is mailed to each student enrolled in a course for credit.

All obligations relating to fees, library books or fines, rentals, loans, etc., must be met before any Statement of Grades, transcript or certificate will be released.

NOTE: Statement of Grades for Apprenticeship programs will be issued by the Ministry of Labour.

REPEATING A COURSE

Courses may be repeated for the purpose of raising grades. Credit will be granted for the higher grade achieved, but both grades will be recorded on the student's permanent record.

TRANSCRIPTS

The Official Transcript includes a record of the student's grades and is imprinted with the College Seal and signed by the Registrar.

Transcripts may be obtained from the Student Services at a cost of \$5.00 per copy. The College will forward transcripts to other institutions or potential employers, etc. only with the specific permission of the student involved.

NOTE: Transcripts for Apprenticeship programs must be obtained from the Ministry of Labour.

CONTINUING EDUCATION PROGRAMS

562-2131 Loc.202

Many students at CNC are adults who wish to return to education for any number of reasons. Some adults have the time to attend the College as regular full-time students. If this applies to you, then the regular instructions in this Calendar should be followed.

Many other adults cannot find the time to return to education on a full time basis - they study part-time. As part-time students they have most of the rights and privileges of full time students at CNC. Many of the programs at the College are designed to allow an adult to follow the programs on a part-time basis. If you are interested in doing this you should consult a Counsellor. Counsellors are college employees who help you decide what courses you should take.

Some adults attend CNC to take one or two courses for their own interest and don't wish to enroll in a program. Many working adults do this to upgrade themselves.

The following list of course titles is an example of the types of courses given through Continuing Education.

- Vocational: - Skill Training
- Trade Certification
- General Interest: - Self Development
- Recreational
- Personal Knowledge

These courses, their times and dates are published in a brochure twice a year and distributed in the community. If you want a brochure contact Continuing Education.

The Continuing Education Division is designed to co-ordinate and develop both existing and new programs in adult, part time education.

PROGRAMS

VOCATIONAL PART-TIME PROGRAMS

Upgrading courses covering many occupations in the health, business, trade, transportation, technical, educational, management, natural resources, hospitality and communication areas.

GENERAL INTEREST PROGRAMS

The General Interest department of Continuing Education attempts to provide the community with a variety of evening and weekend courses directed at entertainment, as well as education. Courses in the area of Personal Development, Occupational Skills, Recreation and the Arts can all be offered under the umbrella of General Interest.

SEMINARS AND CONFERENCES

Usually initiated when large public demand is recognized.

NATIVE INDIAN PROGRAMS

This is a developing program that aims to work with status and non-status people to meet their educational and training interests. These include adult upgrading, vocational and career programs both in Prince George and the region. Special programs include Teacher Associate Training, Pre-career preparation and the Native Indian Teacher Education Program. (NITEP)

WOMEN'S PROGRAMS

Programs available to women on campus and in the college region for ideas and input regarding increasing the access of women to college programs. Responsible for assessing the special needs of women through women's advisory committees and generally increasing awareness by women's issues throughout the college region.

PROVINCIAL INDUSTRIAL TRAINING CONSULTANT

The Provincial Industrial Training Consultant holds a joint
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CNC-Ministry of Education position. The main function of the job is to provide training expertise for Canada Employment supported on site industrial training programs. The Consultant at CNC is responsible for those programs which take place in the College regions of Northwest Community College (Terrace), the College of New Caledonia (Prince George), and Northern Lights College (Dawson Creek).

KNOWLEDGE NETWORK

CNC receives educational programming from various institutions in the lower mainland through the Anik-C satellite system. There are live-interactive, telecourses, and video tape courses offered. CNC feeds the Knowledge Network into cablevision Channel 13.

FINE ARTS

CNC does not offer a full-time Fine Arts Program in the visual arts. However, as demand warrants and instructors are available some arts courses are offered in each semester. Some of these courses have university transfer credit and may be included in the program of a student planning to transfer to a university. Other courses may be offered for general interest and do not carry university transfer credit. All courses are offered through the Continuing Education Division. Students wishing to enroll in art courses are advised to contact CES Division to express their interest and to determine specifically what courses are planned for a given semester.

MANAGEMENT SKILLS FOR SUPERVISORS

Management Skills for Supervisors involves 12 days of integrated material covering a broad range of management issues. The 12 days are divided into three parts, each dealing with a particular group of skills:

- Part I: Interpersonal Skills
- Part II: Group Skills
- Part III: Administrative Skills

The programme is designed to be highly experiential in nature, actively involving the participants in their own learning. To that end, structured experiences, role plays, media experiences, self scoring inventories, and discussions are employed and supported by relevant theoretical concepts.

Over 2,000 managers/supervisors from the private and public sector in British Columbia have been involved in the programme, which is being offered at six B. C. community colleges. Each of these colleges will give credit for partial course completion at another college offering the programme. Management Skills for Supervisors is provincially certified by the Ministry of Education, which will issue a certificate upon successful completion.

UBC SOCIAL WORK

ADMISSION REQUIREMENTS:

There are two routes available for admission into the Bachelor of Social Work program at CNC.

(1) Applications will be considered from persons with a B.A. or equivalent degree awarded by, or acceptable to, the University of British Columbia. The applicants' B.A. transcript must include at least 12 units course work in the Social Sciences. Applicants are required to have completed (or to complete before graduation) a one and one half (1½) unit course in statistics.

(2) Applications will be considered from persons who have at least 2 years (30 units) in Liberal Arts and Social Sciences from UBC or acceptable for transfer credit by UBC. The applicants' transcript must include at least 6 units of course work in the Social Sciences.

WORD PROCESSING OPERATOR TRAINING

CNC offers both day and evening courses for basic operator training in Word Processing.

Students will be trained to keyboard information, to perform basic editing functions, and to print documents. They will also become familiar with terminology employed in this new and exciting field.

PREREQUISITES: Good typing and formatting skills and good command of the English language.

CNC will also offer advanced operator training courses on the weekends to students who successfully complete the basic operator training course.

UBC AGRICULTURE

A representative of the UBC Faculty of Agriculture Sciences Interior Program, responsible for UBC agriculture credit courses at CNC and non credit professional development short courses in agriculture in the CNC college region is available. (See Academic Programs)

ADMISSIONS AND REGISTRATION

- (i) Inquire at the Registration Office for Continuing Education (level two, Vanderhoof Building).
562-2131 Loc. 359 or 562-3532
- (ii) Applicants must pay for programs at the time of application.
- (iii) Persons requiring program advice are encouraged to consult with a counsellor.
- (iv) To withdraw from a course, return the Income Tax receipt to the Registration Office for Continuing Education.

PRIORITY

All applicants are urged to apply for admission as early as possible as first priority may be given to the earliest applicant.

FEES AND EXPENSES

Fees and other expenses will vary.

COLLEGE BOARD

SCHOOL BOARD APPOINTEES

C. Johnston - School District No. 28 (Quesnel)
W. Gilgan - School District No. 55 (Burns Lake)
C. H. Stephen - School District No. 56 (Nechako)
V. Rouse - School District No. 57 (Prince George)
R. Burrell - School District No. 57 (Prince George - Mackenzie)

GOVERNMENT APPOINTEES

G. Barr - Quesnel
J. Blunt - Prince George
J. Dodge - Fraser Lake
D. Little - Prince George
R. W. Stewart - Prince George (Chairman)
(One Seat Vacant)

ADVISORY COMMITTEES

Many programs at CNC have Advisory Committees comprised of interested and knowledgeable members of the community and College personnel. The purpose of these Committees is to review curriculum and program standards to ensure that the students will receive the best possible education with an eye towards seeking meaningful employment upon graduation.

NECHAKO REGIONAL ADVISORY COMMITTEE

V. Thomas	P. Stevens
F. Dingwall	Dr. H. Stephen
G. Healey	L. Colling
J. Oryschuk	A. Davis
E. Pacholuk (Alternate: J. Lacey)	
P. Lawrence	E. Bennett
	V. Louie

MACKENZIE REGIONAL ADVISORY COMMITTEE

P. Raines	F. Lundstrom
S. Laycock	R. Brough
G. Winchester	R. Burrell
M. Ciccone	B. Borrowman

ACCOUNTING ADVISORY COMMITTEE

P. Westhaver - Deloitte Haskins and Sells
T. Cook - Prince George Wood Preserving
V. Dean - Dean, Urquhart, Hilton and Company
G. Otterbin - Deloitte Haskins and Sells

B. Watson - Peat, Marwick, Mitchell and Co.
J. Erasmus - Aurora Centre
J. Kiddoo - Touche, Ross and Co.
T. Anderson - Madigan Equipment
P. Keppler - Rustad Brothers and Co.
G. Doyle - B.C. Telephone Company

AGRICULTURE SCIENCES ADVISORY COMMITTEE

M. Doggart - B.C. Ministry of Agriculture & Food
F. Dingwall - Farmer
R. Holtby - Consulting Agrologist
H. Johnson - Farmer
R. Kohlert - B.C. Ministry of Agriculture & Food
J. Long - Farmer
D. Merz - Farmer
A. Migvar - Farmer
W. Pringle - Ag. Can. Research Farm
W. Carlson - U.B.C. Faculty of Agriculture Sciences
M. Garland - U.B.C. Faculty of Agricultural Sciences
H. Klassen - Area Director, C.N.C., Nechako District
G. Labrash - Nechako Valley Secondary School

AUTOMOTIVE MECHANICS ADVISORY COMMITTEE

D. Loth - Northern Magneto
K. Hobbs - B.C. Telephone Company
B. Enwright - Ministry of Labour
S. Laing - 17th & Victoria Gulf
A. Dunn - Fred Walls & Son
J. Allaway - Fred Walls & Son
W. Blitz - 5th and Carney Gulf
R. Comeille - B.C. Telephone Company
E. Leboe - Northern Toyota Center
V. Martin - Rice Chevrolet Oldsmobile
R. Balcom - Schultz Pontiac
D. Tuck - P.G. Automatic
B. McKenna - Imperial Datsun

CONSTRUCTION TECHNOLOGY ADVISORY COMMITTEE

E. Wormsbecker - Architect
D. Dennis - D.C. Dennis Engineering
R. G. Dorwat - Stanley Associates Eng.
J. Row - Crossroads Construction Co.
J. Earl - Earico Mechanical Contractors
D. Parker - Architect
D. Schwab -
V. Litnosky - Northway Electrical
A. Creuzot - Central Homes & Development
A. Everall - City of Prince George
G. Richards - Trusco Industries
K. G. Birkmann - City of Prince George
R. Thorn - Prince George Construction Association
E. Skuggedall - Viking Construction Ltd.

CRIMINOLOGY ADVISORY COMMITTEE

D. Linfield - R.C.M.P.
B. Foster - Director of Corrections
B. Lang - Parole Service
B. Rafuse - Prince George Correctional Centre
L. Leischner - Juvenile Probation & Family Court Services

DATA PROCESSING ADVISORY COMMITTEE

G. Davison - School District No. 57
J. Parry - Phi Software
C. Tordiffe - I.F.S.
D. Boughy - Northwood
M. Shawn - City of Prince George
R. Snow - P.G. Pulp and Paper Ltd.
V. Steblin - Duchess Park Secondary School
B. Miller - Northwood Pulp

DENTAL HEALTH PROGRAM ADVISORY COMMITTEE

A. Steinbart - Lakewood Dental Group
R. C. Malcolm - Independent
N. Paul - Dr. Waller's Office
H. Brown - Dr. Aitcher's Office
M. A. Hayes - Northern Interior Health Unit
T. Gillis - Lakewood Dental Group

EARLY CHILDHOOD EDUCATION ADVISORY COMMITTEE

Don Reimer - Elementary School Principal
Kathleen Wormsbecker - Parent Representative
Ms. Sandy Gouthre - ECE Student
Ellen Parker - Parent Representative
Doreen Glassel - Prince George Day Care Society
Wilma Graham - Northern Interior Health Unit
Anne Martin - Child Development Centre
Catherine Wiegand - Spruceland Parent Participating Nursery School

ELECTRICAL ADVISORY COMMITTEE

J. Mummery
J. Sexsmith - International Brotherhood of Electrical Workers
D. Bulman - International Brotherhood of Electrical Workers

A. Lambie
J. Borden - Bater Electrical Service
A. Tosoff - Bater Electrical Service
K. Wishart - Prince George Pulp & Paper
C. Hewitt - Intercontinental Pulp & Paper
J. Cavanaugh - Northwood Pulp & Paper
M. Sambad - Sambad Electrical Services

FITTER/FABRICATOR ADVISORY COMMITTEE

A. Rynsewyn - Q. M. Industries
L. Karjalato - Northern Steel Ltd.
B. Dewick - Prince George Fabricating and Engineering Ltd.
P. Dyck - Muirhead Machinery Ltd.
B. Johnston - Canada Employment and Immigration Center
A. McKilligan - Ministry of Labour

COOK TRAINING ADVISORY COMMITTEE

V. Bartlett - B.C. Railway
J. Hooper
C. Theesen - Central Interior Catering & Consulting Ltd.
B. Theesen - Northwood Pulp
C. Axelson - Hotel, Restaurant, Culinary and Bartender's Union
G. Holmes - Holiday Inn
M. Brawn
J. McEvoy
B. Decoste - Simon Fraser Inn
J. Mason - Ministry of Education
F. Kollner - Restaurant and Food Services Association of B.C. & Yukon
G. Burns - Canada Employment Centre
D. Magee - PGSS Cooking Instructor
H. Rosenlehner - Vienna Schnitzel Restaurant
L. Roger - P.G.S.S.
B. Smith
G. Delmore - Inn of the North
B. Enwright - Employment Training Division

FOREST RESOURCE TECHNOLOGY ADVISORY COMMITTEE

G. Gunson - West Fraser Mills
S. Bosecker - Northwood Pulp and Timber
G. Richards - Weldwood of Canada
W. Blaney - Prince George Wood Preserving
K. Robertson - Weldwood of Canada
M. Woscott - Babine Forest Products
M. Thompson - Northwood Pulp and Timber
R. Hawkins - Ministry of Forests
B. Logan - Lakeland Mills
J. Shaw - Counsel of Forest Industrial Relations
J. Deere - Netherlands Overseas Mills
A. McLeod - Ministry of Forests
T. Milner - B.C. Forest Products
A. Demers - Takla Logging
K. Childs - Fish and Wildlife Dept.
D. Merz - Fraser Lake
J. Haley - Ministry of Forests
S. Burns - The Pas Lumber
J. Sherb - Ministry of Forests

DRAFTING ADVISORY COMMITTEE

B. Larmour - B.C. Hydro and Power Authority
C. Chan - B.C. Telephone (possibly new representative)
V. Swanson - Department of Highways (possibly new representative)
N. Glass - B.C. Forest Service
S. Ross - Architect
G. Webb - P.G. Pulp and Paper Ltd.

HEAVY DUTY MECHANICS ADVISORY COMMITTEE

G. Naegeli - Prince George White Truck
R. Beech - Prince George Mack Truck

E. Schultz - Prince George Truck & Equipment
N. Shipley - Union Tractor
L. Dennison - Takla Logging
R. Reimche - Ministry of Highways
N. Stewart - Placer Development
W. Fehr - Inland Diesel
B. Anderson - B.C. Railway Work Equipment Shop
H. Trask - West Fraser Mills

AIDE ADVISORY COMMITTEE

P. Bawtenheimer - Prince George and Regional Homemaker's Service Society
D. Hartney - Prince George and Regional Homemaker's Service Society
N. Keats - Vanderhoof Homemaker's Society
J. Kehoe - Simon Fraser Private Hospital
M. Luttrell - Long Term Care Administrator
S. Falconer - Prince George Regional Hospital
D. O'Neill - Dunrovin Park (1974) Society

LUMBER AND PLYWOOD ADVISORY COMMITTEE

P. Dalzell - Lakeland Mills
N. Larsen - Northern Interior Lumber Sector Counsel of Forest Industries
R. Rogers - North Cariboo Forest Labour Relations Association
R. Hunter - Northwood Pulp and Timber
S. Sing - Northwood Pulp and Timber
N. Canil - Eurocan Sawmill

MARKETING MANAGEMENT ADVISORY COMMITTEE

D. Thorell - Simpsons Sears
D. French - The Citizen
P. Perkins - B.C. Rail
E. Faye - Finning Tractor
K. Nixon - Woodwards
D. Settrington - Dalmys
B. Bowie - Bowie's Fashions
R. Percival - Simpsons Sears

MANAGEMENT STUDIES ADVISORY COMMITTEE

D. Yarmish - Prince George Pulp and Paper
R. Williams - Northwood Pulp and Timber
D. Gunderson - North Cariboo Forest Labor Relations
M. Thompson - Endako Mines
J. Forde - City of Prince George
M. Norris - Canada Employment and Immigration Commission
J. Johnston - Prince George Regional Hospital
C. Chapman - Cariboo Pulp and Paper
P. Twidle - B.C. Hydro and Power Authority
J. Hall - B.C. Forest Products
D. Makow - B.C. Timber Ltd.
C. Brown - Provincial Corrections Branch

MEDICAL LABORATORY TECHNOLOGY ADVISORY COMMITTEE

G. Camden - B.C.I.T. Representative
T. Dawkins - Prince George Regional Hospital
T. Dolnik - Prince George Regional Hospital
B. Jones - Prince George Regional Hospital
M. Moffat - B.C.S.M.T. Representative
R. Rice - Cariboo College Representative
J. Sawka - P.G. Medical Laboratory
T. Law - Prince George Regional Hospital

MUSIC ADVISORY COMMITTEE

C. Boyd
E. McGillivray
W. Moffat
G. Hartley
N. Bakehouse
C. Dowse

NURSING ADVISORY COMMITTEE

E. Gerdes - Northern Interior Health Unit
S. Graf - G.R. Baker Memorial Hospital (Quesnel)

L. Toneatto - St. John Hospital (Vanderhoof)
D. Stewart - Prince George Regional Hospital
A. Mooney - Vanderhoof
M. Luttrell - Long Term Care Administrator
M. Jones - Prince George Regional Hospital

REFRESHER NURSING ADVISORY COMMITTEE (a subcommittee of the Nursing Advisory Committee)

E. Carr - Prince George Regional Hospital
M. Mohr - Prince George Regional Hospital
L. Toneatto - St. John Hospital (Vanderhoof)
M. Jones - Prince George Regional Hospital

NURSING IN RURAL HOSPITALS ADVISORY COMMITTEE

Mrs. Lori Toneatto - St. John Hospital
Mrs. Maureen Rouse - Prince George Regional Hospital
Mrs. Sue Graf - G.R. Baker Memorial Hospital
Mrs. Jan Blackmore - Mackenzie and District Hospital
Mrs. Isabel Kellett - Bella Coola General Hospital
Mrs. Anne Henriksen - Dawson Creek & District Hospital

NATIVE PEOPLES ADVISORY COMMITTEE

M. Alfred - Morristown Band
E. John - Prince George Friendship Centre
S. Patrick - Lakes District Education
R. Pierre - Carrier Language Committee
L. Prince - Stewart-Trembler Band
C. Euvermann - Lakes District Education Committee/Indian Friendship Centre
G. Cornwall - Department of Indian Affairs
A. Patrick - School District #56 Co-ordinator
L. Pierre - N.I.T.E.P.
A. Prince - Necoslie Band
P. Turner - United Native Nations
T. Lorrent - Nazko Band

PLUMBING ADVISORY COMMITTEE

R. Enwright - Ministry of Labour
B. Johnston - Canada Employment & Immigration
J. Earl - Earico Mechanical Contractors Ltd.
D. Harvey - Harvey Plumbing & Heating
F. Busby - Alcan
A. Everall - City of Prince George
T. Naef - P.P.W.C. #9
M. Mallais - CPU #603
A. Wilmot - Northwood Pulp & Paper
B. Blondin - Plumbers, Pipefitters & Steamfitters
G. Lyle - Gas Inspector

POWER ENGINEERING ADVISORY COMMITTEE

D. Lillico - Pacific Petroleum
W. C. Morgan - P.G. Pulp
D. Cooper - Northwood Pulp & Paper
A. Allison - Prince George Regional Hospital
J. Heildelbach - City of Prince George
B. Harsent - B.C. Forest Products
P. Koop - Weldwood
H. Hutton - P.P.W.C.
T. Miller - Weyerhaeuser
G. Burns - CEIC
L. Paulson - Intercontinental Pulp
E. Moore - Intercontinental Pulp
D. Stanley - Westcoast Transmission
J. Smith - Cariboo Pulp
R. Baker - B.C.B.C.
D. Danroth - B.C. Timber
R. Hunter - Eurocan
P. Voykin - Merrill Wagner
D. Kay - Husky Oil
O. Edwards - Domtar
M. McDougal - Inland Chemicals
S. Anderson - CFB Baldy Hughes
T. White - B.C.B.C.

N. Bennet - Old Fort Brewery
 D. Jagers - The Pas Lumber
 G. Hewitt - Westcoast Transmission
 A. Grundniski - Petrosue
 F. Paul - B.C. Timber
 D. Thran - Energy, Chemical, Atomic Workers Union

SECRETARIAL PROGRAM ADVISORY COMMITTEE

Mr. Bruce MacFarlane, Prince George Bar Assn.
 Mr. Harry Yates, Prince George Pulp and Paper
 Mrs. Rita Mitchell - Public Service Commission
 Mr. Al Husband - Prince George Regional Hospital
 Ms. Fran Dobell - B.C. Telephone
 Mr. Bruce Johnson - Canada Manpower
 Ms. Dawn Miller - School District #57
 Ms. Josephine Buckle - Prince George City Hall
 Mr. Bob McFarlane - Deloitte Haskins and Sells
 Mr. Bill Opdahl - CJCI Radio
 Ms. Patricia Elliott - Finning Tractor

SURVEY TECHNOLOGY ADVISORY COMMITTEE

D. Duffy - W.D. Usher & Associates
 G. Simmons - Associated Engineering Services Ltd.
 H. A. Walker - Ministry of Transportation & Highways

WELDING ADVISORY COMMITTEE

L. Shankel - P.P.W.C.
 J. Hunter - Prince George Pulp and Paper

G. Abernethy - EARLCO
 B. Roberts - L. Knight & Co.
 G. Schnapp - Northern Steel
 R. Hook - Westcoast Transmission
 R. Groundlund - Stolbert
 M. Wilson - Finning Tractor
 J. Whitmer - Polar Forest Products
 T. Tennessey - I.U.O.E. #115
 J. Wiren - Northwood Pulp and Paper
 H. Widdows - Gibraltar Mines
 R. Eberts - Diamond Welding
 D. Hodgkinson - Borstad Welding
 R. Quiring - Superior Welding
 A. Rysewyn - Q.M. Industries

WOMEN'S ADVISORY COMMITTEE

W. Reimer - University Women's Club
 S. Park - W.E.R.A.
 J. Lacey - Fraser Lake
 A. Lund - Quesnel
 J. Williams - Burns Lake
 K. Conroy - College of New Caledonia
 K. Wachs - Mackenzie
 D. Olafsson - Valemount
 L. Cowan - Vanderhoof
 C. Roe - Prince George

FACULTY AND ADMINISTRATION

Ron Adams	B.A., M.A.	Area Director, Mackenzie	A. Clark	Computer Technology	Data Processing
J. Allgaler	B.A., M.A.	English			
D. Anderson	B.Sc.	Dean, Continuing Education	Dip		
L. Anderson	I.D.	Welding	D. Cole	B.A., C.A.	Director, Financial Services
C. Andrew	R.N.B.Sc.N., M.Ed.	Nursing	J. Connors	B.Sc.	ABE Mathematics & Physics
M. Applegate	R.N., B.Sc.N.	Nursing	K. Conroy	B.A., M.A., M.S.W.	Counsellor
J. Backhouse	A.L.A.	Regional Librarian	A. Copeland	B.Sc.E.E., P.Eng. (Man)	Electrical-Electronics
L. Backman	C.D.A.	Dental Assisting	M. Croken	R.N., B.A.	Nursing
C. Bardal	B.S.F., R.P.F.	Forest Resource Technology	J. Crow	B.Sc., Ph.D	Chemistry
G. Bebault	B.Sc., Ph.D.	Chemistry	J. Cunningham	R.N., B.Sc.N.	Nursing
M. Bell	R.N., B.N.	Nursing	J. Curry		Personnel Asst.
N. Berry	B.Ed.	A.B.E. Instruction	K. Dawson	I.D.	Regional Director, Vocational Programs
S. Berry	Telecommunication & Electronic Diploma	Audio Visual Manager	S. Delaney		C.E.S. Exec. Sec. to Principal
R. Bircher	I.D., 1st Class P.E., J.I.I.M.	Power Engineer	L. Dewick		Bus. Admin./Manage- ment
J. Blake	B.Comm., M.B.A. C.A	Bursar	B. Dickens	B.S.F., R.P.F.	Forest Resource Technology
W. Blits	I.D., T.Q., 2nd Cls. E.D., 3rd Cls. P.E.	Millwright	H. Dockrill	C.D.A.	Dental Assisting
C. Bolt	B.A., M.A.	History	R. Duke	B.Sc., B.A., M.A.	Coordinator, ASE
L. M. J. Borody	B.A.	Registrar	A. Dumas	B.Sc., P.Eng.	Construction Technology
C. Bowes	Dip. E.C.E., B.A.	Early Childhood Ed.	R. Dunsmore	B.S.F., M.F.	Forest Resource Technology
R. Brazier	B.Sc., M.Ed.	Coordinator for Manage- ment Programs	P. Elliott	Forest Technology	Forest Resource Technology
B. Broeksma	Mill T.Q.	Millwright	J. English	Dip. of Tech. C.E.T	Electrical/Electronics
L. Bumstead	B.A., M.A.	Physical Education	G. Farmer	P.Eng.	Sociology/Anthropology
D. Carlson		A.B.E.	S. Fefferman	B.A., M.A.	Economics
M. Chapman	R.N., B.Sc.N.	Nursing	D. Fleck	B.Comm., M.A. C.F.C.C., T.Q., Cert.	
J. Chomey		Carpentry	J. Forster	Journeyman 1st Class Power Eng., 1st Class Marine Eng.	Cooking Power Engineering
E. Cinitis	B.Sc., M.Sc.	Director, Sciences & Technology			
J. Cioe	B.A., M.A., Ph.D.	Psychology			
G. Clancy	C.F.C.C., T.Q., Cert. Journeyman	Mgr. Food Services			

A. Forsyth	IPTQ, A.W.W.A	Steam Fitting	G. Neelin	B.A.	Area Director
J. Fort	R.N., B.Sc., N.	Nursing	R. Nelson	B.Sc., M.Sc., Ph.D	Robson Valley
C. Fortin	I.D.	Welding	Y. Nomura	B.S., M.Sc.	Physics
K. Friedrich	R.N., B.Sc., N.	Nursing	F. Nordin	I.D.	Mathematics
N. Froot	R.N., B.Sc. N.	Nursing	K. Parker	B.A., M.A.	Office Administration
M. Fuhrmann		Electrical	F. Peacock	I.D.	Sociology/Criminology
W. Garrett	B.A., M.A., Ph.D.	Director, C.I.T.	B. Petriw	R.N., B.N.	Drafting
J. Gattrell	B.A., M.L.S.	Reader Services Librarian	J. Peters	B.A., M.L.Sc.	Nursing
M. Gee.	B.Ed., Comm.Cert., F.T.M. Dip., B.C. Teach. Cert.	ABE English & Math.	J. Pooley	B.Sc.	Carpentry
			G. Powers	I.D., T.Q., Auto Mech.	Librarian
M. Geller		Office Administration			Office Administration
J. Gillespie	B.S.F., R.P.F.	Forest Resource Technology	D. Precosky	B.A., M.A., Ph.D.	Director, Trades
R. Goode	Arch Tech.	Bldg. Services Manager	E. Ritch	B.Sc., M.Ed.	English
B. Gordon	R.N., B.Sc., N.	Nursing	P. Roberts	B.P.E., M.Ed.	ABE Biology
R. Goudie	Inter-Prov. Auto Mechanic, T.Q.	Automotive Instructor	P. Robinson	B.Comm., M.B.A.	Counsellor
J. Graber	B.Sc.,	Construction Tech.	D. Roscoe		Director, Business Bookstore Manager
R. Green	B.Comm., C.A.	Business Administration	A. Roy		Electrical
E. Griffith		Computer Info. Systems	D. Rubadeau	B.A., M.S., Ph.D	Psychology
L. Hamel		Heavy Duty Mechanics	W. Rush	B.Comm.	ABE Math
K. Hamming	B.Sc	Manager, Data Processing	R. Ryan	B.Comm	Business Administration
J. Harris	B.A., M.A., Ph.D.	English	T. Sawtell	B.A., M.Ed., B.C.	TRAC
W. Heinz		Comp. Info. Systems		Teach. Cert.	
G. Heinzmann	R.N., I.D.	Nursing	C. Schlueter		Millwright
S. Hilbert	B.A.	Area Director, Quesnel	L. Schmidt	R.N., B.A.	Nursing
M. Hill	B.Sc., M.A.	Special Education	G. Scriver	T.Q. Carp., B.Ed., M.Ed., B.C.	Director of Counselling Services
L. Hogan	R.N., B.Sc., N.	Nursing		Teach. Certificate	
W. Hohman	B.Sc., M.Sc., M.A.	Mathematics	P. Seens	B.A., M.A., M.L.Sc.	Director, Resource Centre
P. Husband	R.N., B.Sc. N.	Nursing	S. Shaffer	B.A., M.A., B.C.	English
G. Ingalls	B.A., M.A.	Philosophy		Teach. Cert.	
R. Inasley	B.Sc., M.Sc.	Mathematics	C. Sidsworth	B.A., M.A.	English
G. Jackson		ABE English	G. Sinclair	R.N., B.Sc.N.	Director, Health Sciences
C. Jarosh	B.S.A., M.Sc.	Biology	G. Sipos	B.A., M.A., B.C.	English
J. Jensen	I.D., Inter-Prov. 1st Class Elect.	Electrical		Teach. Cert.	
J. Keefe	I.D.	Forest Resource Technology	S. Moores	R.N., B.Sc.N	Nursing
H. Klassen	Tech. Dip. B.Sc.	Area Direc. Nechako	V. Nau	B.Sc.	ABE Chemistry
P. Kolbuc	Ag.	Vocational Preparation	G. Neelin	B.A.	Area Director Robson Valley
C. Lee	B.A., M.Sc., Ph.D	Mathematics	R. Nelson	B.Sc., M.Sc., Ph.D	Physics
M. Lee	B.Sc., Ph.D	Biology	D. Snider	Dir. Tech., C.E.T.	P.I.T.C
F. Leonard	B.A., M.A.	History	B. Spearman	B.Sc., M.Sc., Ph.D	Mathematics
B. Leslie	MB. B.A., CET	Head of Technologies	D. Stearns	B.S.F.	Forest Resource Technology
A. Leveridge	Dip.Tech., C.I.M., C.D.P., D.P.M., M.Sc.	Bus./Data Processing	D. Steer	R.N., B.Ed.	Nursing
R. Lo	B.Sc., Ph.D.	Biology	J. Steger	Mill T.Q.	Millwright
F. Long	B.A., B.Ed.	Area Director Burns Lake	L. Steneker		Purchasing Agent
N. Lynch	R.N., B.Sc. N	Nursing	G. Sylvester	B.A., M.ed.	Dean of Instruction
J. L. MacNeil	B.A., B.Ed., Ed.D., M.Ed. Counsel Cert. Psych.(A.B.)	Dean Student Services	N. Tarrant	C.D.A.	Dental Assisting
R. Maides		Public Relations Officer	R. Taylor	T.Q.	Millwright
R. Maida	B.A., M.Sc.	Counsellor	W. Taylor	I.D., T.Q.: H.D.M. & Auto.	Apprentice: H.D.M.
B. Malcolm	B.Sc., M.Sc.	Chemistry	B. Thair	B.A., M.A., Ph.D.	Biology
R. Martin	I.D.	Welding	J. Therres	I.D., 1st Class Power Eng.	Power Engineering
J. May	R.N.	Nursing	M. Timbres	B.A.	Program Coordinator, CES
C. McCaffray		Principal	G. Tyndall	B.Sc., M.A.	Psychology
E. McCue		Exec. Sec. To Bursar	P. Usher	B.P.E., M.A., Ph.D	Physical Education
T. McDonald	B.Sc., M.A.	Psychology	E. Vasseur	I.D.	Office Administration
J. McGillivray	R.N., B.Sc.N	Nursing	D. Wharrie	Business Administ. Diploma	Manager, Continuing Education.
D. McMullen	IPTQ, BC #2 G.F. AWWA	Plumbing	H. Williams	B.A., M.A.	Academic Upgrading
J. A. McVey	M.A., (Hons.) M.A.	Geography	M. Wilson	C.F.C.C., C&G	Cooking
R. Miller		Comp. Info. Systems	L. Winthrope	Business Administ. Diploma	Personnel Manager
M. Mingay	I.D., T.Q. Electricians	Electrical	G. Wood	C.A.	Business Administration
S. Moores	R.N., B.Sc.N	Nursing	D. Worden	B.A.Sc., M.A.Sc.	Mathematic
V. Nau	B.Sc.	ABE Chemistry			

CNC - UNIVERSITY TRANSFER EQUIVALENCIES

C.N.C.	S.F.U.	U.B.C.	U.V.C.	C.N.C.	S.F.U.	U.B.C.	U.V.C.
Anth 101	S.A.(3)	Anth (1½)		Chem 201	Chem 261 (3)		Chem 200 level (1½)
Anth 102	S.A. 270 (3)			Chem 202	Chem 232 (3)	Chem 205 (3) OR Chem 220(3)	Chem 200 level (1½)
Anth 202	S.A. (3)		Anth 100 (3)	Chem 203	Chem 251 (3)	Chem 203 (3) OR Chem 230 (3)	Chem 230 (3)
Anth 103	Arc (3)			Chem 204	Chem 252 (3)		
Anth 104	S.A. 200 level (3)	Pending	Anth. level (1½)	Com 110		Com 110 (1½)	
Anth 201	S.A. 170 (3)	Anth 200 (1½) } Anth 200 (1½) } 200 (3)	Anth 200 level (1½)	Com 120	Bus 270(3)	Com 120 (1½)	Comm 151 (1½)
Anth 202	S.A. (3)		Anth 200 level (1½)	Com 201	Bus 222(3)	Comm 151 (1½)	
Art 101	Visual Art (3) Studio		Art 100 (3)	Com 202	Math (3)	Com 153 (1½)	Math 200 level (1½)
Art 102	Visual Art (3) Studio		H.A. 120 (3)	Com 207	Math (3)	Com 211 (1½)	Math 200 level (1½)
Art 103	Art History (3)			Com 208	Math (3)	Com 212 (1½)	Math 200 level (1½)
Art 104	Art History (3)			Crim 101	Crim 101(3)	Soci(1½)	Soci 100 level (1½)
Art 163	Visual Art (3) Studio	Fine Arts 125 (3)		Crim 103(3)	Soci(1½)	Soci 100 level(1½)	
Art 164	Visual Art (3) Studio			Crim 106(3)	Crim 104(3)	Soci(1½)	Soci 200 level(1½)
Art 165	Visual Art (3) Studio			Crim 107	Soci 200 level(1½)		241 (3)
Art 166	Visual Art (3) Studio			Econ 101	Econ 100 (3)	Econ (1½)	Econ 100 level (1½) Econ 100(3)
Art 171	Visual Art (3) Studio	Any Two	Art 200 (3)	Econ 102	Econ 101 (3)	Econ (1½)	Econ 100 level (1½)
Art 172	Visual Art (3) Studio	Fine Arts 181 (3)	Art 220 (3)	Econ 201	Econ 205 (3)	Econ (1½)	Econ 202 (1½)
Art 173	Visual Art (3) Studio			Econ 202	Econ 200 (3)	Econ (1½)	Econ 201 (1½)
Art 174	Visual Art (3) Studio		Art 240 (3)				
Art 177	Visual Art (3) Studio		Art 200 level(1½)	C.I.S. Courses have not been articulated			
Art 178	Visual Art (3) Studio		Art 200 level(1½)	Engl 101	Engl (3)	Any two	Engl 121 (1½)
Art 261	Visual Art(3)Studio			Engl 102	Engl (3)		Engl 122 (1½)
Art 262	Visual Art(3)Studio			Engl 103	Engl (3)	Engl 100 (3)	Engl 115 (1½)
Art 264	Visual Art(3)Studio			Engl 104	Engl (3)	Exempts from Engl 101, 102 or 103 CNC Engl 101 and 104 or 102 and 104 will receive credit for any two of S.F.U. Engl 101, 102, 103 or 104	Engl 116(1½)
Art 265	Visual Art(3)Studio		Art 210(3)				
Astr 101	Astron (3)	Science (1½)	Astr 120 (3)	Engl 201	Engl (3)	Engl 201 (3)	Engl 200 level (1½)
Astr 102	Astron (3)	Science (1½)		Engl 202	Engl 206 (3)	Engl 202 (3)	Engl 200 level (1½)
Astr 131	Phys(3)			Engl 203	Engl 221 (3)	Engl 202 (3)	Engl 238 (3)
Bio 101	BiSc 101 (3)	Biol 101 (3) OR Biol 102 (3)	Biol 150 (3)	Engl 204	Engl 221 (3) OR Engl (3) if 221 otherwise obtained		
Bio 102	BiSc 102 (3)			Engl 205	Engl (3)	CW 202 (3)	CW 100 (3)
Bio 103	BiSc 101 (3)	Biol (1½) } Biol (3)	"B" or above	Engl 206	Engl (3)		Engl 200 level (1½)
Bio 104	BiSc 102 (3)			Engl 213	Engl (3)		Engl 200 level (1½)
Bio 111	BiSc (3)	Biol (1½)	Biol 100 level (1½)	Engl 214	Engl (3)		
Bio 112	BiSc (3)	Biol (1½)	Biol 100 level (1½)	Fren 101	See SFU Calendar * for information on the transferability of Language Course.	Fren 120 (3)	Fren 180 (3)
Bio 121	BiSc (3)	Biol (1½)	Biol 100 level (1½)	Fren 102		Fren 110 (3)	Fren 160 (3)
Bio 122	BiSc (3)	Biol (1½)	Biol 100 level (1½)	Fren 104		Fren 105 (3)	Fren 100 (3)
Bio 181	BiSc (2)	Botany (1½)	Bio 200 level (1)	Fren 131		Fren 220 (3)	Fren 285 (3)
Bio 182	BiSc (3)	No credit for students in Life Science Dept.		Fren 132			
Bio 201	BiSc 201 (3)	Biol 200 (1½)	Biol 200 (1½)	Fren 201			
Bio 202	BiSc (3)	Biol 201 (1½)	Biol 200 (1½)	Fren 202			
Bio 203	BiSc 204 (3)	Ecology 2nd Year (1½)	Biol 306 (1½)	Geog 101	Geog 101 (3)	Geog (1½)	Geog 101B(1½)
Bio 204	BiSc 202 (3)	Genetics 2nd Year (1½)	Biol 300 (1½)	Geog 103	Geog 262 (3)	Geog 103 (1½)	Geog 102(1½)
Bio 205	BiSc (3) } BiSc 303 (3)	Micr 200 (3)	Micr 200 level (1½)	Geog 104	Geog 263 (3)	Geog (1½)	Geog 100 level(1½)
Bio 206	BiSc (3) } BiSc (3)		Micr 200 level (1½)	Geog 201	PhysGeog (3)	Geog 101 (3)	Geog 203B(1½)
Bio 207	BiSc (3)	Zool 203 (1½)	Biol 207 (1½)	Geog 202	Geog 111 (3)	Geog 201 (1½)	Geog 203A(1½)
Bio 208	BiSc 203 (3)	Zool (1½)	Biol 200 level (1½)	Geog 203	PhysGeog(3) Geog (3)	Geog 201 (1½)	Geog 201 (1½)
Bio 209	BiSc 326 (3)	Botany 209 (1½)	Biol 203 (1½)	Geog 205	Geog 121 (3)	Geog 200 (1½)	Geog 205 (1½)
Bus 274		Com 120 (1½)					(Partial credit)
Chem 101	Chem 105 (3)		Chem 124(3)				(Partial credit)
Chem 102	Chem 104 (3)						(Partial credit)
Chem 103	Chem (3)						(Partial credit)
Chem 104	Chem (3)		Chem 120 (3)				(Partial credit)

C.N.C.	S.F.U.	U.B.C.	U.V.I.C.	C.N.C.	S.F.U.	U.B.C.	U.V.I.C.
Geol 101	Geog 112(3)	Geol 105 (3)	Geol	PE 123		PE 163(1½)	PE 100 level(1½) - may be used in lieu of PE 142
Geol 102	Geol (3)	Geol 312(1)	Geol	PE 124		PE 164(1½)	PE 100 level(1½) - may be used in lieu of PE 142.
Hist 101	Hist (3)	Hist 125 (3)	Hist 242 (3)	PE 203		PE 391 (3)	PE 200 level(1½)
Hist 102	Hist (3)		Hist 230 (3)	PE 204		PE 261(1½)	PE 200 level(1½)
Hist 103	Hist 101 (3)			PE 222			
Hist 104	Hist 102 (3)			Phys 101*	Phys 120(3)		Phys 110/120(3)or
Hist 201	Hist 224 (3)			Phys 102	Phys 131(2)		Phys 102(3) with "B" or better
Hist 202	Hist 225 (3)			Phys 105	Phys 121(3)		Phys 217(1½)
Hist 211	Hist 110(3)			Phys 106*	Phys 101(3)		Phys 215(2)
Linguistics III				Phys 201	Phys 131(2)		
Math 100	Math 100 (3)	Math 111 (3) (1½) in Faculty of Science	Math 012 (0)	Phys 202	Phys 102(3)		
Math 101	Math 151 (3)	Math 100 (1½)	Math 130 (3) OR Math 100 (1½) and Math 101 (1½)	Phys 203	Phys 221(3)	Phys 213(2)	
Math 102	Math 152 (3)	Math 101 (1½)	Math 100 level (1½)	Phys 204	Phys 234(2)	Phys 200 level(1½)	
Math 103	Math (3)		C-SC 110(1½)	Phys 205*	Phys 211(3)Phys(1½)	Phys 155(3)	Phys 211A(1½)
Math 104	Math 101 (3)		C-Sc. 115(1½)	Phys 206	Phys 212(1)	Phys 216(2)	Phys 211B(1½)
Math 109	Cmpt 105 (3)	C. Sc. 101	Math 200(1½) and Math 201(1½)	Posc 101	Pol 100 (3)	Arts (1½)	Pol 100 level (1½)
Math 110	Cmpt 103 (3)	C-Sc. 200	Math 200 level (1½)	Posc 102	Pol 211 (3)	Arts (1½)	Pol 100 level (1½)
Math 201	Math 251 (3)	Math 200 (1½)	Math 110(1½)	Posc 201	Pol 221 (3)	Posc 200 (1½)	Pol 100 (3)
Math 202	Math 252 (3)	Math 201 (1½)	Math 200 level (1½)	Posc 202	Pol 222 (3)	Posc (1½)	Pol 202(1½)
Math 203	Math 242(3)	Math 220 (1½)	Math 200 level (1½)	Posc 203	Pol 212 (3)	Posc 202 (1½)	Pol 230 (1½)
Math 204	Math 232 (3)	Math 221 (1½)	Math 100A(1), 100B(1) 170(1)	Posc 204	Pol (3)	Posc 203 (1½)	Psych 100 (3) OR
Math 215	Math 310 (3)	Math 315 (1½)	Mus 110 (3)	Psych 101	Psych (3)	Psych 101 (3)	Psych 100 level(1½) each
Mus 101			Mus 115(3)	Psych 102	Psych (3)	Psych (3)	Hum 100 level (1½)
Mus 102 (pending)			Mus 180(1)	Psych 103	Psych (3)	Psych (3)	Psych 100(3) or
Mus 103	Mus History (3)		Mus 180(1)	Psych 104	Psych (3)	Psych (3)	Psych 100 level(1½) each
Mus 104	Mus History (3)		Mus 100 level(1)	Psych 105	Psych (3)	Psych (3)	Psych 220 (3) OR
Mus 105/106			Mus 100 level(1)	Psych 106	Psych (3)	Psych (3)	Psych 200 level (1½)
Mus 107/108			Phil 100 (3)	Psych 107	Psych (3)	Psych (3)	Psych 200 level (1½)
Mus 110			Phil 202 (3)	Psych 108	Psych (3)	Psych (3)	SOCW 200B(1½)
Mus 111 (pending)			PE 120 (½)	Psych 109	Psych (3)	Psych (3)	SOCW 200A(1½)
Mus 112			PE 100 level (½)	Psych 201	Psych (3)	Psych (3)	Soc 100 (3)
Mus 113 (pending)			PE 115 (½)	Psych 202	Psych (3)	Psych (3)	Soc 200 level (1½)
Phil 101	Phil 120 (3)	Phil 100 (3)	PE 121 (½)	Psych 203	Psych (3)	Psych (3)	Soc 200 (3)
Phil 102	Phil 100 (3)	Phil (1½)	PE 117(½)	Psych 204	Psych (3)	Psych (3)	Soc 202(1½)
Phil 204	Phil 210 (3)	Phil (1½)	PE 110(½)	Psych 205	Psych (3)	Psych (3)	Span 100 (3)
Phil 205	Phil (3)	Phil (1½)	PE 109(½)	Psych 206	Psych (3)	Psych (3)	Span 200 (3)
PE 101			PE 100 level(½)	Psych 207	Psych (3)	Psych (3)	
PE 102			PE 116 (½)	Sowk 201	Psych (3)	Psych (3)	
PE 103			PE 122 (½)	Sowk 202	Psych (3)	Psych (3)	
PE 104			PE 216 (1)				
PE 105			PE 201(1)				
PE 106			PE 226(1)				
PE 107			PE 204(1)				
PE 108			PE 240(1)				
PE 109			PE 242(1)				
PE 110			PE 241(1)				
PE 112			PE 230(1)				
PE 113			PE 161(1½)				
PE 114							
PE 115							
PE 116							
PE 117							
PE 121							

* Students should see a Counsellor to check on specific comments applicable to these courses.

BUSINESS ADMINISTRATION TRANSFER GUIDE

C . N . C .	Institute of Chartered Accountants of B.C. (CA)	Certified General Accountants of B.C. (CGA)	Society of Management Accountants of B.C. (RIA)
Acc 151 and 152	Financial Accounting	Accounting 101	111 Introductory Acc.
Accounting 251	to Intern. Level	Intermediate Acc. 211 and 222	229 Intermediate Acc I
Accounting 252		Cost Accounting 311	339 Intern. Acc. II
Acc 253 and 254	Management and Cost Acc.	Financial Controllership 316	331 Cost and Management Acc.
Accounting 257	Business Finance		442 Financial Management
Accounting 258			** 424 Taxation
Accounting 361	Taxation		** 543 Advanced Financial Acc.
Accounting 353	Advanced Accounting		
Management 261	Organization Behaviour		123 Organizational Behaviour
Management 262	Organization Behaviour		122 Commercial Law
Law 293	Commercial Law	Law 108	
Law 294	Commercial Law		
Commerce 120	Organizational Behaviour		
Commerce 110	Mathematics		333 Quantitative Methods II
Commerce 207	Statistics	Statistics	
Commerce 208			
Commerce 201	*** Note three		
Economics 201	Economics	Economics 104	212 Economics
Economics 202	Economics		
Economics 151	Economics		
C.I.S. 151	Computers in Business		
C.I.S. 153			
C.I.S. 253	Computers in Business		
C.I.S. 284	Information Systems		
C.I.S. 285	I.C.S. 325	451 Accounting Information Systems	
English 151 and 152			213 Communications and Case Analysis
Math 101 or 103 or 104	Mathematics		
Math 104	Statistics		232 Quantitative Methods I
Math 109	Computers in Business		
Math 157	Statistics	Statistics	232 Quantitative Methods I

NOTES:

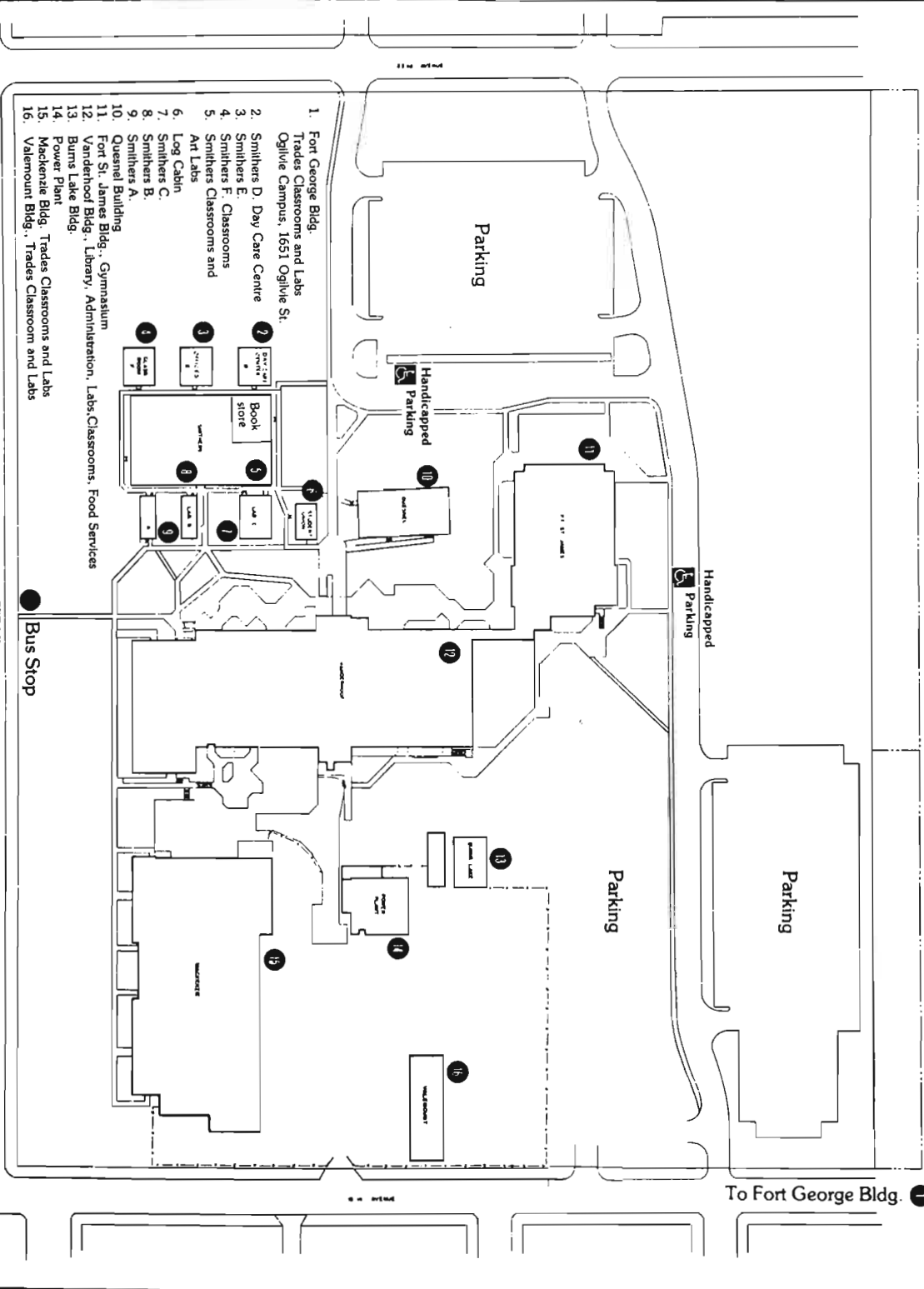
- * Prerequisites: C.I.S. 151 and 153.
- ** Mandatory subjects: those candidates with required subject(s) must challenge the R.I.A. exam.
- *** May be substituted for Acc 151/152 portion of Financial Accounting.

— NOTES —

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2. Smithers D. Day Care Centre
3. Smithers E. Classrooms
4. Smithers F. Classrooms
5. Smithers Classrooms and Art Labs
6. Log Cabin
7. Smithers C.
8. Smithers B.
9. Smithers A.
10. Queenel Building
11. Fort St. James Bldg. Gymnasium
12. Vanderhoof Bldg. Library, Administration, Labs, Classrooms, Food Services
13. Burns Lake Bldg.
14. Power Plant
15. Mackenzie Bldg. Trades Classrooms and Labs
16. Valenmont Bldg. Trades Classroom and Labs



- **PRINCE GEORGE CAMPUS**
3330 - 22nd Avenue
Prince George, B.C. V2N 1P8
Telephone: 562-2131
- **MACKENZIE OFFICE**
Community Education and Recreation
Mackenzie Sports Complex
Box 2267, Mackenzie, B.C. V0J 2C0
Telephone: 997-4333
- **BURNS LAKE OFFICE**
Resource Centre, Highway 16
Box 5000, Burns Lake, B.C. V0J 1E0
Telephone: 692-3175
- **VANDERHOOF OFFICE**
College of New Caledonia Campus
R.R. #2 Vanderhoof, B.C. V0J 3A0
Telephone: 567-9291
- **QUESNEL OFFICE**
College of New Caledonia Campus
488 McLean, Quesnel, B.C. V2J 2P2
Telephone: 992-3906
- **ROBSON VALLEY OFFICE**
Box 789, McBride, B.C. V0J 2E0
Telephone: 569-3368
or
Box 789, Valemount, B.C. V0E 2Z0
Telephone: 566-4814