

# Vancouver City College

## *Special Programs Division*



CALENDAR 1972-1973



# Vancouver City College Special Programs Division

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### COVER PICTURE:

A notable earlier *Special Program* in the educational field is attributable to *Alcuin of York*, who served Charlemagne as the equivalent of today's Minister of Education. It is to *Alcuin's* credit that he initiated a *Special Program* unifying the multiplicity of handwriting styles then prevalent into a single, standard, readable form known as "Carolingian Minuscule". Adopted even in countries beyond Charlemagne's authority, and consciously imitated by Florentine humanists of the fifteenth century, this handwriting led in a direct line to the first Italian and most subsequent printing types. *Alcuin* is thus the father of printing types and hence of the transmittal of knowledge as we know it.

The picture shows a Dominican friar of the period at work on a manuscript book in a "scriptorium".

September 4, 1972	Labour Day - - - No Classes—School Closed
October 9, 1972	Thanksgiving Day No Classes—School Closed
November 11, 1972	Armistice Day - - No Classes—School Closed
December 25, 1972	Christmas Day - - No Classes—School Closed
December 27, 1972	Boxing Day - - - No Classes—School Closed
January 1, 1973	New Year's Day - No Classes—School Closed
April 20, 1973	Good Friday - - - No Classes—School Closed
April 23, 1973	Easter Monday - - No Classes—School Closed
May 21, 1973	Victoria Day - - - No Classes—School Closed
July 1, 1973	Dominion Day - - No Classes—School Closed

*For dates relating to semester courses only, see page 13 of this calendar.*

951 West 12th Avenue, Vancouver 9, B.C.

Telephone 731-4614



## PRINCIPAL'S MESSAGE

With the publication of this calendar the second year of operation of Vancouver City College, Special Programs Division is well under way. Looking back on the past year we can see some indications of success; our enrollments have exceeded expectations, but the direction we should be looking is forward, forward to the days when our students take their rightful place in the community and bring their talents to bear on the problems that face us all. At that time we will know the real measure of our success but the effort to attain that success must be made now.

L. B. MONASCH  
*Principal*

*"He who devotes sixteen hours a day to hard study may become as wise at sixty as he thought himself at twenty."*  
Mary Wilson Little.

## THE SPECIAL PROGRAMS DIVISION OF THE VANCOUVER CITY COLLEGE is a part of the public education system administered by the VANCOUVER CITY COLLEGE COUNCIL

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### SPECIAL PROGRAMS DIVISION

#### Administration

L. B. MONASCH, PRINCIPAL  
R. F. CUNNINGHAM, ADMINISTRATIVE ASSISTANT  
J. L. McINNIS, ADMINISTRATIVE ASSISTANT

#### Closure of the College During Potential Emergencies Such As Snowstorms, Strikes and Power Failures

All instructional divisions of the College will remain open during normal operating hours unless the College Principal makes a specific announcement to the contrary through the news media.

## SPECIAL PROGRAMS

### A Division of Vancouver City College

The Special Programs Division of the Vancouver City College was established at 951 West Twelfth Avenue, the former King Edward Centre, in October, 1970. The new division consolidated a variety of programs which had previously been located in a number of different locations. From a school with no students in October 1970, it has grown to a centre which by September of 1971 had an enrollment of approximately 1,200 full-time students.

In addition, the centre is responsible for the administration of the part-time College Preparatory, Vocational Night School and English Language Training programs at various centres throughout the city. The foregoing part-time programs represent approximately 12,000 student enrollments.

As the name implies, the Special Programs Division is organizationally designed to be able to react quickly to new educational needs in the community. The programs offered vary in duration and commence on an "as required basis". While some programs have continuous and monthly intakes, others are on a semester basis.

Programs offered by the division include:

- assessment, upgrading and orientation.
- basic training to the grade eight, ten or twelve level.
- college foundations—academic upgrading to grade twelve.
- English Language Training.
- Special Projects, *i.e.* supervisory training, carpentry, etc. (These programs vary in length and are generally offered for a short duration.)

Examples of the way in which the division is uniquely geared to respond to current educational demands are the following programs sponsored in co-operation with the Department of Manpower and Immigration. With very short notice—in some cases a matter of weeks—programs were set up and run on spray-painting, wall covering, carpentry, lumber tallying, industrial electricity, welding, drafting, mathematics upgrading, special coatings, principles of supervision, instructional techniques, and industrial controls.

*What foolish talk is this? How can I any longer lay claim to right principles if I am not content with being what I am, but am all aflutter about what I am supposed to be?*

*Epictetus.*

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## GUIDELINES FOR STUDENTS

### General Information

The Special Programs Division is directed towards the following groups of people:

- (a) Those requiring training or retraining for employment.
- (b) Those requiring upgrading in their particular occupations.
- (c) Those desirous of obtaining a College Preparatory Certificate, the equivalent of a Department of Education Adult Grade XII certificate.
- (d) Those requiring upgrading in academic areas for admission to programs at the vocational schools or to qualify for employment.

### Basic Qualifications

Day students should be at least 16 years of age and out of school for at least one year. Educational qualifications of older people are determined on the basis of a personal interview with a counsellor.

### Student Hours

The Special Programs Division operates from 8 a.m. to 10 p.m. five days a week, twelve months a year. Programs range from one week to eight months in length. Saturday morning classes are conducted in certain course areas, September through April only.

### Attendance

Regular attendance is required of students in all classes, lectures, laboratories, workshops and seminars. Irregular attendance may result in the exclusion of a student from classes.

Since the final standing for each course is based on class assignments and examinations during the term, regular attendance is essential for success in any course. Absence for any cause in no way relieves a student of the responsibility of completing the work requirements of the course to the satisfaction of the instructor.

Students who are absent because of illness or for some other acceptable excuse are responsible for class work or assignments missed. If students are repeatedly absent due to illness, they may be requested to submit a medical certificate.

### Shift Workers

Arrangements are made for shift workers to alternate morning, afternoon and evening classes.

### Course Changes

All students plan their courses in consultation with an admissions officer. If a student believes that he has chosen an incorrect program, or if he wishes to add or change a course, he must report to an admissions officer, without delay, for consideration of his request.

Such changes, if approved, may be permitted if space is available. For College Foundations courses, changes may only be made up to and

including the last day of the course change period, as listed in this calendar, upon payment of a course change fee of \$4.00 per course. The student must accept full responsibility for final choice of courses.

### Counselling and Assessment Services

The Special Programs Division of Vancouver City College provides a confidential Community Counselling Service.

Individuals in the community are welcome to visit the Centre to discuss personal, educational, or vocational concerns with a counsellor. The relationship between counsellor and counsellee is strictly confidential and voluntary.

The Counselling Centre is for use by present and prospective students, as well as by members of the community-at-large, who wish to reassess their personal capabilities or re-evaluate their life style. Citizens interested in furthering their education, improving their vocational qualifications, or in planning new careers are welcome to consult the counsellors.

The Counselling Centre can also arrange for vocational or psychological testing, family counselling, and psychological or psychiatric referral.

### Counselling Services and Resources Available

- Educational Counselling
- Vocational Counselling
- Personal Counselling
- Assessment and Testing Services (Vocational and Psychological)
- Career Information
- Referral to Other Agencies

### Appointments

An appointment to visit a counsellor is not required.

### Hours

Day: 9:00 a.m. - 4:30 p.m., Monday to Friday  
Evening: 6:00 p.m. - 9:00 p.m., Monday to Thursday

### Fee Regulations

- (a) Fees are payable in advance.
- (b) If a student completes a course during a month, the fee for the part of the month he is in class will be calculated on a pro-rata basis.
- (c) A non-refundable \$1.50 Registration Fee is charged each term to day students.

### Books and Supplies

Prices listed for books and supplies are approximate and are subject to change. College Foundations textbooks may be obtained through the Langara Campus Bookstore, 100 West 49th Avenue. A temporary Book Store will operate at the Special Programs Division during the first week of classes.

### Grades and Grade-Points

Vancouver City College uses a letter system for grading the achievement of students:

Letter Grade		Grade-Point Equivalent
A	DISTINGUISHED ACHIEVEMENT..... The student distinguishes himself consistently in examinations, reports and class participation.	4
B	ABOVE-AVERAGE ACHIEVEMENT..... The student exhibits consistent mastery of the course and is able to relate the content of the course to other knowledge.	3
C	AVERAGE STUDENT..... The student demonstrates sufficient comprehension of the subject matter to indicate success in the next higher course in the same field.	2
P	MINIMUM PASSING ACHIEVEMENT..... The student is granted credit for the course but is not permitted to proceed to the next higher course without department approval.	1
F	NO CREDIT GRANTED..... The student does not show evidence of understanding the course content in the specific field, or did not write the final examination.	0
W	WITHDRAWN OR TERMINATED (no credit)	

Grade-Point Average (GPA) (College Foundations Program)  
Grade-Point Averages are reported on each Statement of Grades. The GPA is the sum of the grade-points earned in the term divided by the number of courses taken which are subject to consideration in grade-point calculation.

#### Statement of Grades (College Foundations Program)

Every term, statements of Grades are mailed to students within one week following the last examination scheduled for that term. Grades will not be released to students prior to the mailing date and time. All obligations relating to fees, library books or fines, and borrowed equipment must be met before any Statement of Grades, Transcripts or Certificates will be released. Machine errors and omissions in Statement of Grades should be reported immediately in person, or in writing, to the Administrative Assistant, Academic. A student's most recent Statement of Grades is also his ticket of admission to the registration centre for the next term, both at Special Programs Division and Langara.

#### Appeal of Final Grades

If a student wishes to have a final grade re-assessed, the request must be submitted in writing to the Administrative Assistant, Academic. All appeals for re-assessment must be accompanied by a fee of \$5.00 for

each course for which re-assessment is sought. Appeals must be received not later than fourteen days after the mailing date of the original Statement of Grades.

Appeals are reviewed by a committee of the Faculty, and in each case all the work of the term including the final examination is taken into consideration. The Administrative Assistant, Academic will inform the student of the committee's decision. If the mark is raised the \$5.00 fee will be refunded; otherwise it will be retained. The decision of the Faculty committee is final. Appeals will not be considered unless the above procedure is followed.

#### Maintenance of Academic Standing (Day Classes Only)

A student whose Grade Point Average in a term is .99 or lower will be allowed to re-register on probation for one term, only after consultation with a counsellor. If, in his probationary term, he again fails to achieve a grade point average, of 1.00 or more, he may not register in Day classes at Vancouver City College during the succeeding two College terms.

#### Academic Record and Official Transcripts

The Admissions Office maintains a permanent record of each student's courses, credits, and grades.

An official transcript is a copy of a student's permanent record bearing both the signature of the Registrar (or his delegate) and the seal of the College.

Official transcripts are available at the Admissions Office upon request in writing. Each student is entitled to one transcript free of charge each term. A fee of \$1.00 is charged for each additional transcript.

Students intending to transfer to other educational institutions are advised to record their requests for transcripts at the Admissions Office at least five days before the transcripts are required.

#### Changes of Name and/or Address

Name and address changes must be reported to the Admissions Office without delay so that official records may be changed. Changes of name can be made to our records only after receipt of official documentation of name-change.

#### Replacement of Fee Receipts and Student Identification Cards

A \$2.00 fee is charged for each duplicate Fee Receipt, as used for Income Tax purposes, or Student Identification Card.

#### Further Information

For further information write to:

The Principal,  
Vancouver City College,  
Special Programs Division,  
951 West Twelfth Avenue,  
Vancouver 9, B.C.

## ASSESSMENT, ORIENTATION AND UPGRADING PROGRAM FOR STATUS INDIANS

### Objectives:

#### ASSESSMENT PROGRAM:

- (a) To determine the student's achievement level in Mathematics, English and Science when he begins the program.
- (b) To diagnose specific areas of weakness in these subjects.
- (c) To observe his rate of progress.
- (d) To assist the student in becoming more aware of his academic potential.

#### ORIENTATION PROGRAM:

To broaden each student's experiences by means of field trips, guest speakers, films, discussions, and social activities through which the student can arrive at a better understanding of:

- (a) himself
- (b) city living
- (c) academic opportunities
- (d) employment opportunities
- (e) constructive use of leisure time.

#### UPGRADING PROGRAM:

To provide the necessary educational level for admission to B.T.S.D. Level III, vocational training, or job training.

### Program Content

English, Mathematics and Science.

### Length of Program and Enrollment Dates

There is a continuous enrollment, the length of program being adapted to each individual.

### Enrollment

As this class is presently designed for Status Indians, applications for this program should be submitted to the Vocational Division, Department of Indian Affairs, No. 502 - 325 Granville Street, Vancouver 2, or to the Department of Indian Affairs Counsellor at Vancouver City College, Special Programs Division.

*"The denunciation of the young is a necessary part of the hygiene of older people, and greatly assists the circulation of their blood."*

*Logan Pearsall Smith, 'Trivia'.*

## B.T.S.D.

(Basic Training for Skill Development)  
Levels II, III and IV

### Objectives

These programs are designed to provide the necessary educational upgrading required for gaining admission to further vocational or technical training or for finding employment.

### Entrance Requirements

The applicant should be 18 years of age, or older, and out of school for at least one year.

### Fees

REGISTRATION: \$1.50, TUITION: \$15.00 per month, SUPPLIES: \$5.00 (approx.). Canada Manpower may sponsor eligible students.

### Examinations

Periodic short tests and a final examination are given for each course.

### Enrollment

Contact your local Canada Manpower Office or a Special Program Division counsellor.

## PROGRAM CONTENT

### B.T.S.D. Level II—To Grade 8 Equivalency

A refresher program in English and Mathematics for those students without enough background in these subjects to be able to cope with the Level III program. Small classes provide for individual instruction.

**English:** Practice in speaking, listening and reading; sentence structure, spelling, vocabulary and simple composition.

**Mathematics:** Basic operations with whole numbers, fractions, decimals, percentages and measurement.

### Length of Program and Enrollment Dates

There is a continuous enrollment. The length of the program depends on the progress of the individual student.

### B.T.S.D. Level III—To Grade 10 Equivalency

A program in vocationally oriented English, Mathematics and Science designed to enable the student to take further trade training in programs which require Grade 10 as a pre-requisite or to enable the student to proceed to B.T.S.D. Level IV.

**English:** The student is made aware of how he expresses himself so that he can evaluate and improve his oral and written English. Basic grammar is learned through word and sentence analysis; sentence style, criticism and revision; paragraph construction; and essay writing.

Reading is taught for comprehension and speed. Topics include the basic principles of word construction and spelling.

**Mathematics:** Fundamentals of arithmetic and business mathematics, powers and roots of numbers, basic algebra, problem solving, formulae, informal geometry, areas, volumes, perimeters, board feet, hypotenuse rule, ratio and proportion, logarithms, slide rule. Practical applications are stressed throughout.

**Science:** One month of chemistry; three months of biology and physics.

**Chemistry:** Basic grounding is given at the introductory level. Atomic structure; essential concepts such as nomenclature, formulae writing, chemical equations, oxides, acids, bases and salts, and topics of practical and vocational interest are taught.

**Biology:** the course covers the biological mechanisms of the human body, and other animal and plant life.

**Physics:** force, work, power, simple machines, efficiency and mechanical advantage, heat, light, sound, electricity are introduced.

#### **Length of Program and Enrollment Dates**

Four-month program with monthly enrollment as space permits.

#### **B.T.S.D. Level IV—To Grade 12 Equivalency**

The program in vocationally orientated English, Mathematics and Science is designed to enable the student to take further trade training programs which require Grade 12 as a pre-requisite, or to help the student move directly into more satisfying employment.

**English:** This course reviews B.T.S.D. English, Level III with further emphasis on report writing, precis writing, condensation, oral communication, letter writing, business correspondence and job applications.

**Mathematics:** Covered are fundamentals of arithmetic and algebra, formulae, factoring, geometric and harmonic series, ratio, proportion and variation, binomial expansion, permutations, combinations and probability, basic geometry, trigonometry, graphs, roots, homogeneous equations, maxima and minima, business mathematics.

**Science:** All students study chemistry for two months. Later they can choose three months of biology or three months of physics depending upon their vocational goals.

**Chemistry:** This is a foundation program in chemistry at the Grade 12 level for students who may or may not have previous knowledge of the subject. The first part of the course is devoted to the fundamental principles of chemistry: the second part deals with descriptive and industrial chemistry.

The colleges are full of knowledge; the freshmen bring a little in and the seniors take none away, and knowledge accumulates.

Abbott Lawrence Lowell.

## **COLLEGE FOUNDATIONS PROGRAMS**

1972-73 Schedule—Dates subject to change without notice.

### **SUMMER TERM—1972**

May 1, 1972:	First day of Summer Term.
May 2 - 3:	Registration for Summer Term.
May 4:	First day of classes.
May 5 - 9:	COURSE CHANGE and LATE REGISTRATION PERIOD.
May 22:	Victoria Day: Vancouver City College closed.
May 31:	Last day for REFUNDS.
June 9:	Last day for OFFICIAL WITHDRAWAL from courses to obtain "W" grades.
June 12 - 21:	Department of Education examinations for College requirements in examinable subjects.
July 3:	Dominion Day: Vancouver City College closed.
July 14:	Last day for APPLICATIONS FOR CERTI- FICATES at the end of Summer Term.
July 11:	Last day of CLASSES: all applications for SCHOLARSHIPS must be submitted by this date.
July 13 - 18:	Term-end examinations, day classes.
July 12 - 13:	Term-end examinations, evening classes.
August 31:	Last day of Summer Term.

### **FALL TERM—1972**

September 1, 1972:	First Day of Fall Term.
September 4:	Labour Day: All centres closed.
September 5 - 6:	Registration for Fall Term, day and evening classes. Registration for all centres at Spe- cial Programs Division.
September 7:	First day of classes, day and evening.
September 9:	First day of classes, Saturday morning.
September 9, 11 - 12:	COURSE CHANGE and LATE REGISTRATION PERIOD.
October 6:	Last day for REFUNDS.
October 9:	Thanksgiving Day: Vancouver City College closed.
October 14:	Last day for OFFICIAL WITHDRAWAL from courses to obtain "W" grades.
November 11:	Remembrance Day: Vancouver City College closed.
November 17:	Last day for APPLICATION for CERTI- FICATES at end of FALL term.
December 7:	Last day for DAY CLASSES.
December 8 - 15:	Term-end examinations, day classes.

December 12 - 13:	Term-end examinations, evening classes.
December 25:	Christmas Day: Vancouver City College closed.
December 26:	Boxing Day: Vancouver City College closed.
December 31:	Last day of Fall Term.

### **SPRING TERM—1973**

January 1, 1973	First day of Spring Term: New Year's Day: Vancouver City College closed.
January 3 - 4:	Registration for all classes at Special Programs Division.
January 5:	First day of instruction for day classes.
January 6:	First day of instruction for Saturday morning classes.
January 8:	Instruction commences for night classes.
January 8 - 10:	COURSE CHANGE PERIOD and LATE REGISTRATION.
January: (TBA)	Department of Education examinations for College Preparatory students wishing to meet Departmental requirements in examinable subjects.
February 2:	Last day for REFUNDS.
February 10:	Last day for OFFICIAL WITHDRAWAL from courses to obtain "W" grades.
March 16:	Last day for APPLICATION for CERTIFICATES at the end of Spring Term.
April 12:	Last day of CLASSES: All applications for SCHOLARSHIPS must be submitted by this date.
April 13 - 18:	Term-end examinations, day classes.
April 16 - 17:	Term-end examinations, night classes.
April 20:	Good Friday: Vancouver City College closed.
April 23:	Easter Monday: Vancouver City College closed.
April 30:	Last day of Spring Term.

### **SUMMER TERM—1973**

May 1, 1973:	First day of Summer Term.
May 1 - 2:	Registration for Summer Term.
May 3:	First day for day and evening classes.
May 7 - 11:	COURSE CHANGE and LATE REGISTRATION PERIOD.
May 21:	Victoria Day: Vancouver City College closed.
June 2:	Last day for REFUNDS.
June 9:	Last day for OFFICIAL WITHDRAWAL from courses to obtain "W" grades.
June 12 - 21:	Department of Education examinations for College Preparatory students wishing to meet Departmental requirements in examinable subjects.

July 1:	Dominion Day: Vancouver City College closed.
July 14:	Last day for APPLICATIONS for CERTIFICATES at the end of Summer Term.
August 9:	Last day of CLASSES: all applications for SCHOLARSHIPS must be submitted by this date.
August 10 - 17:	Term-end examinations, day classes.
August 15 - 16:	Term-end examinations, evening classes.
August 31:	Last day of Summer Term.

## **GENERAL INFORMATION**

### **Fees:**

Tuition Fee: \$20.00 for each four month course—\$100.00 maximum per term.

Late Registration Fee: \$2.00 per course.

Course Change Fee: \$4.00 per course. No charge will be made to a student who may have been counselled into a course at an inappropriate level.

### **Books and Supplies:**

Each student is responsible for obtaining his own textbooks and supplies. These are obtainable through the College Bookstore, Langara. A temporary Bookstore will operate at the Special Programs Division during the first week of classes.

### **Organization of Instruction:**

Day instruction is scheduled on a five-days-a-week basis at Special Programs Division.

Evening instruction is offered on a two-nights-a-week basis (Monday and Wednesday or Tuesday and Thursday) at three centres—Vancouver City College, Special Programs Division, 951 West Twelfth Avenue; John Oliver Secondary School, 530 East 41st Avenue; Vancouver Technical Secondary School, 2600 East Broadway.

A limited number of courses are offered on Saturday mornings from 8:00 a.m. to 12:00 noon during the Fall and Spring Terms at the Special Programs Division.

During the Summer Term, day and evening classes will be given only at the Special Programs Division.

### **Term Work:**

Term essays, projects and reports, etc., assigned to students during the term, account for over fifty percent of the final grade. A final examination is compulsory in each course.

For success in any course or program at Vancouver City College, a student must keep up to date in all assignments and classwork. Day

instructors have tutorial periods available every week to assist students in their studies.

#### **Examinations:**

In order to receive course credit, students are required to write the final examinations for each course taken. Day examination-schedules are posted at least ten days before examination dates. It is the responsibility of the students to report examination conflicts to the Admissions Office, if any adjustments must be made to their schedules. Students in the evening and Saturday classes write their final examinations during their last class session.

Students who fail to write final examinations because of illness may appeal to the Administrative Assistant, Academic for special consideration. Appeals must be substantiated by a medical certificate.

#### **N.B. FINAL RESPONSIBILITY FOR CHOICE OF PROGRAM AND/OR COURSES RESTS WITH THE STUDENT.**

#### **Advance Credit:**

Credit may be given on the basis of equivalent courses already completed, or on the basis of work experience in areas related to the student's program. A student seeking advance credit is expected to produce the necessary documents, e.g. transcript of marks.

#### **Instruction:**

Instruction in most programs is based on a four-month semester with classes either in the day, the evening, and for some subjects, on Saturday mornings. Each course requires attendance for five days a week for day classes, two evenings a week for evening classes, or three hours for Saturday classes. Each semester of course work is complete in itself. With the possible exception of Basic Education, a letter grade is earned for each course completed. The final grade earned by each student is based on his assignments, test scores during the term, and a final examination. Regular attendance is essential. Arrangements can be made, through the Admissions Office, for shift workers to alternate between day and evening or Saturday classes.

#### **Basic Education Program—to Grade 8 Equivalency:**

Equivalent to Basic Training for Skill Development (B.T.S.D.) Levels I and II. This is a very flexible program capable of taking the student from learning to read and write to the Grade Eight level in English and Mathematics. A student enters at any level of achievement and continues at his own rate until he achieves a Grade Eight equivalency. Classes: 7:00 p.m. to 9:30 p.m., on Monday and Wednesday evenings.

#### **Introductory Program—to Grade 10 Equivalency:**

Equivalent to Basic Training for Skill Development (B.T.S.D.) level III. This program consists of six courses: two in English, two in Applied Mathematics, and two in Science. The student may select two courses in General Mathematics, or two courses in Algebra and Geometry, the initial courses of a series that leads towards a more advanced study of mathematics.

Students whose native language of instruction was not English may benefit from attending courses in English Language Training, offered both days and evenings. For locations and days, see the Community Education Services advertisements in the newspapers in September, January and March.

#### **College Preparatory Programs—to Grade 12 Equivalency:**

The College Preparatory Program is similar to the Department of Education Adult Secondary Program. Completion of any one of the College Preparatory options earns the student a College Preparatory Certificate which is the equivalent of a Department of Education Grade XII Certificate.

Five options are offered: Academic, Academic-Technical, Commercial, General Education and Industrial. Completion of any one of these options will enable a student to enrol in a post-secondary level program. See page 19 for course requirements.

Certain post-secondary subjects have prerequisites at the College Foundations level. These must be considered in respect to the student's educational goals.

Grade 10 completion or its equivalent is a prerequisite for the College Preparatory Program.

College Preparatory courses may be completed by attending days, evenings or Saturday mornings. Classes are offered at the Special Programs Division, John Oliver and Vancouver Technical Secondary Schools. Saturday morning classes are only offered at the Special Programs Division.

Completion of a College Preparatory Program normally requires a minimum of two terms of study. Credit may be given on the basis of previous education and training or possibly, in the Commercial and Industrial options, on the basis of work experience. In some cases, credit may be given for B.T.S.D. Level IV courses. The credit to be granted will be decided by an admissions officer before the student commences his studies. Certain subjects, particularly on the Industrial option, are available only at night in classes provided by the College Extension Division. These evening courses are offered only at Vancouver Technical Secondary School, beginning in October.

Students, previously enrolled in Adult Secondary or Senior Secondary programs elsewhere, who still need one or more subjects to complete their programs may enrol in the equivalent courses at the Special Programs Division.

Arrangements can be made for students who wish to write Department of Education examinations to do so. For these, "Recommendations" cannot be given. Other courses are recognized by the Department of Education courses, and for them credits may be transferred on successful completion.

A student who intends to enter another college or university on completion of his College Preparatory Program should determine the specific requirements of that institution and plan his program accordingly.

The offering of any course listed in this calendar is subject to sufficient enrollment being obtained.

#### Section Changes:

Section changes after registration are not encouraged, but may be permitted, under the following circumstances, if space is available:

- (a) As a result of an alteration in a student's hours of employment.  
In such a case permission to change a section may be granted if the student presents a letter from his employers;
- (b) As a result of an exceptional circumstance—domestic, etc.—not anticipated at the time of registration.

Requests for section changes must be made at the Admission Office. Placement in a section after the close of registration is also at the discretion of the Admissions Office.

#### Withdrawals:

A student officially withdrawing from a course must comply with the formal withdrawal procedure at the Admissions Office on or before the last day for course withdrawals in order to receive a "W" standing. Failure to do so will result in an "F" grade.

The last day for official withdrawal from courses in each term is listed on page 13 at the front of this section of the calendar.

#### College Preparatory Certificate:

To obtain a "College Preparatory Certificate", a student must complete an application at the Admissions Office no earlier than the term in which he takes his last course, and not later than the date shown in the Calendar of Dates on page 13. The student is eligible for the certificate when he has completed one of the options listed on the following pages.

Students granted advance credits prior to enrollment must complete at least three subjects (six courses) through instruction at Vancouver City College by day and/or evening classes.

#### Options—College Preparatory Courses:

1. To proceed to College Preparatory Courses in either the Academic or the Academic-Technical option, a student is expected to have Grade 10 standing or its equivalent, and to have completed Applied Mathematics 051, 052, or the new mathematics equivalent.
2. Each pair listed in the options below represents two courses, each of which is completed in a four-month term. For example, CV 081 is offered in one four-month term and is followed by CV 091 in a later term. Final grades are given at the end of each term.

**Every system should allow loopholes and exceptions, for if it does not it will in the end crush all that is best in man.**

**Bertrand Russell, Unpopular Essay,  
'The Function of a Teacher'**

## COLLEGE PREPARATORY OPTIONS:

### A. Academic Option

1. Two courses in Canadian Viewpoints —CV 081 and 091
2. Two courses in Mathematics (Algebra) —Math 061 and 071
- 3 Two courses in Biology —Biol 061 and 071  
OR  
Two courses in Chemistry —Chem 061 and 071  
OR  
Two courses in Physics —Phys 061 and 071
4. Two course in French —Fren 061 and 071  
OR  
Two courses in German —Germ 061 and 071  
OR  
Two courses in Spanish —Span 061 and 071
- 5.&6. A choice of any two of the following pairs of courses:  
Two courses in English Literature —Eng 083 and 093  
Two courses in Geography —Geog 094 and 095  
Two courses in History —Hist 094 and 095  
Two courses in Advanced Mathematics —Math 083 and 093  
Two courses in Advanced Biology —Biol 083 and 093  
Two courses in Advanced Chemistry —Chem 083 and 093  
Two courses in Advanced Physics —Phys 083 and 093  
Two courses in a science (not already chosen) from (3) above.

### B. Academic-Technical Option

1. Two courses in Canadian Viewpoints —CV 081 and CV 091
2. Two courses in Mathematics (Algebra) —Math 061 and 071
3. Two courses in Biology —Biol 061 and 071  
OR  
Two courses in Chemistry —Chem 061 and 071  
OR  
Two courses in Physics —Phys 061 and 071
4. Two courses in Typing —Typ 062 and 072  
OR  
Two courses in Bookkeeping —Bkkp 062 and 072
- 5.&6. A choice of any two of the following pairs of courses:  
Two courses in English Literature —Eng 083 and 093  
Two courses in Geography —Geog 094 and 095  
Two courses in History —Hist 094 and 095  
Two courses in Advanced Mathematics —Math 083 and 093  
Two courses in Advanced Biology —Biol 083 and 093  
Two courses in Advanced Chemistry —Chem 083 and 093  
Two courses in Advanced Physics —Phys 083 and 093  
Two courses in a science (not already chosen) from (3) above.

### C. Commercial Option

(Designed for students with some business experience.)

1. Two courses in Canadian Viewpoints —CV 081 and CV 091
2. Two courses in General Mathematics —Math 062 and 072
3. Two courses in Typing —Typ 062 and 072
4. Two courses in Bookkeeping —Bkbp 062 and 072
5. Two courses in General Business —Gen Bus 082 and 092
6. Two courses in Office Practice and Orientation —Off Prac 082 and 092

### D. General Education Option

1. Two courses in Canadian Viewpoints —CV 081 and 091
2. Two courses in Mathematics (Algebra) —Math 061 and 071  
OR  
Two courses in General Mathematics —Math 062 and 072
- 3.&4. A choice of any two of the following pairs of courses:  
Two courses in Biology —Biol 061 and 071  
Two courses in Typing —Typ 062 and 072  
Two courses in Bookkeeping —Bkbp 062 and 072  
Two courses in French —French 061 and 071  
Two courses in German —Germ 061 and 071  
Two courses in Spanish —Span 061 and 071  
Two courses in Industrial Science —Ind Sc 082 and 092
- 5.&6. A choice of any two of the following pairs of courses:  
Two courses in English Literature —Eng 083 and 093  
Two courses in History —Hist 094 and 095  
Two courses in Geography —Geog 094 and 095  
Two course in General Business —Gen Bus 082 and 092  
Two courses in Office Practice —Off Prac 082 and 092  
Two courses (not already chosen) from (3&4) above.

### E. Industrial Option

1. Two courses in Canadian Viewpoints —CV 081 and 091
2. Two courses in General Mathematics —Math 062 and 072  
OR  
Two courses in Mathematics (Algebra) —Math 061 and 071
3. Two courses in Industrial Science —Ind Sc 082 and 092  
OR  
Two courses in Physics —Phys 061 and 071
- \*4. Two courses in Drafting —Draft 062 and 072
- \*5.&6. Section a, b, c, or d below:
  - a. Two courses in Woodworking and Cabinet-making —Const 062 and 072  
Two courses in House Construction —Const 082 and 092  
OR
  - b. Two courses in Auto Mechanics, Basic —Mech 062 and 072

- Two courses in Auto Mechanics, Intermediate —Mech 082 and 092  
OR  
c. Two courses in Machine Shop, Lathe —Mech 062 and 072  
Two courses in Machine Shop, General —Mech 082 and 092  
OR  
d. Two courses in Electricity, Basic —Elec 062 and 072  
Two courses in Electricity, Intermediate —Elec 082 and 092

\*4, 5 and 6 are offered evenings only at Vancouver Technical Secondary School; 062 and 082 courses, Fall Term only; 072 and 092 courses, Spring Term only.

## COURSE DESCRIPTIONS

### College Foundations Program

Nearly all courses are now designated by a three-digit number. The numbering system of the courses in the College Foundations Program is different from the Secondary School numbering system. Where applicable, the Secondary School equivalent is shown in parenthesis immediately below the course title and number.

Course descriptions are given for related pairs of courses; for example, Biology 061 and 071. Where course descriptions are given in pairs they must be taken in sequence. i.e. Mathematics 061 and 071, Typing 062 and 072. Where related courses are described individually, the related pairs may be taken in either order or together. However it is recommended that these courses be taken in order. Each unit in a pair represents a term's work, and is a complete course for which a final grade is earned. Together, the two courses represent an academic year of study in that subject.

## BASIC EDUCATION

### Basic Training for Skill Development—Level I and II

#### COMMUNICATIVE ENGLISH 031

Introductory instruction in English from learning to read and write—oral communications—reading skills—written communication—to the Grade Eight level.

#### ELEMENTARY APPLIED MATHEMATICS 031

Whole numbers—fractions—decimals—percentages—graphs—to the Grade Eight level.

## INTRODUCTORY PROGRAM

### Basic Training for Skill Development—Level III

APPLIED MATHEMATICS 041 and 051  
(Mathematics 9 and 10)

These courses cover the equivalent of the Grade 9 and 10 mathematics with a College Foundations emphasis. This includes the language of sets and set theory, numbers and their properties. Logic, the set of points in space from a plane geometry viewpoint, measurement and congruence, regions and similarity prepare students for later study of trigonometry and analytical geometry. Pre-requisites: Mathematics 031 or its equivalent.

APPLIED MATHEMATICS 042 and 052  
(General Mathematics 10)

A study of whole numbers and fractions and some basic algebra; an introduction to practical geometry and fundamental trigonometry. Emphasis is placed upon developing basic mathematical skills. Pre-requisite: Mathematics 031 or its equivalent.

COMMUNICATIONS ENGLISH 041 and 051  
(English 9 and 10)

These courses are designed to improve and develop communications: oral, reading, writing. Includes practice in speaking, reading aloud, reading silently, writing sentences, paragraphs and short essays. Students read, consider and discuss short stories, plays, newspapers, novels and short non-fiction articles.

Pre-requisite: Communicative English 031 or its equivalent.

VOCATIONAL SCIENCE 041  
(Science 9)

This elementary course in science introduces students to: matter, the atom, chemical activity, the periodic table, and basic organic and inorganic chemistry. Vocational Science 041 and 051 can be studied together or in either order.

VOCATIONAL SCIENCE 051  
(Science 10)

This elementary course in physics introduces students to: the metric system, force, magnetism, sound, heat, light, specific gravity pressure and buoyancy and gives them a brief overview of nuclear power and energy. Vocational Science 041 and 051 can be studied together or in either order.

**Ignorant people think it's the noise which fighting cats make that is so aggravating, but it ain't so; it's the sickening grammar they use.**

**Mark Twain.**

## COLLEGE PREPARATORY PROGRAM

BIOLOGY 061  
(Biology 11)

Development of the basic processes of life including some modern concepts in cell biology. Survey of the basic structure, physiology, reproduction and development of plants. Emphasis is on laboratory approach. Biology 061 and 071 may be taken concurrently.

BIOLOGY 071  
(Biology 11)

Major systems of animal life with man as a typical example of the higher form; the mechanics of inheritance and evolution. Emphasis is on the laboratory approach. Biology 061 and 071 may be taken concurrently.

BIOLOGY 083  
(Biology 12)

An advanced study of the plant kingdom from algae to the flowering plant with emphasis on the phylogenetic approach.

Pre-requisite: Biology 061 and 071, or Biology 11 or its equivalent.

BIOLOGY 093  
(Biology 12)

An advanced study of the animal kingdom from protozoans to the mammal.

Pre-requisite: Biology 061 and 071, or Biology 11 or its equivalent.

BOOKKEEPING 062 and 072  
(Bookkeeping 11)

The fundamentals of the complete bookkeeping cycle includes the use of various journals, posting to ledgers, simple financial statements and closing entries. The 072 course emphasizes problems relating to sales, purchases, adjusting entries, payroll, depreciation and discounts. Other record systems and data processing are introduced.

CANADIAN VIEWPOINTS 081 and 091  
(English 12 and Social Studies 11)

Using a Canadian focus, the courses combine English and Social Studies through a study of important examples of Canadian drama, poetry, short stories, novels and non-fictional works, grouped thematically. Emphasis is placed on oral and written communication as well as mature reading skills. A specific aim of the course is to stimulate interest in, and develop knowledge of, Canadian heritage and traditions, Canadian concerns and problems. Student participation is stressed (in seminars, individual student presentations etc.).

Pre-requisite: English 051 or its equivalent.

CHEMISTRY 061 and 071  
(Chemistry 11)

These courses introduce the basic principles of chemistry. Topics include: uncertainty in measurement; structure of the atom; chemical bonding; properties of gases, liquids and solids; chemical reactions and

equations; chemical calculations; introduction to chemical equilibrium; organic chemistry.

Mathematics 061 or its equivalent must be taken either before or concurrently with Chemistry 061.

#### CHEMISTRY 083 and 093

(Chemistry 12)

Qualitative and quantitative aspects of equilibrium, acid-base theory and oxidation-reduction; structure of the atom, bonding, applications of principles to select groups of elements.

Pre-requisite: Chemistry 061 and 071, or Chemistry 11 or its equivalent.

#### CONSTRUCTION 062 and 072

(Construction 11)

A basic course in woodworking and cabinet-making; introduction to projects using hand and power tools.

Pre-requisite: Applied Mathematics (General) 052 or equivalent.

#### CONSTRUCTION 082 and 092

(Construction 12)

A course in the principles and practices involved in house construction: form work, roof, rafter, sheeting and finishings.

Pre-requisite: Construction 072 or equivalent.

#### DRAFTING 062 and 072

(Drafting 11)

An introductory course in engineering lettering, mechanical and architectural drafting.

Pre-requisite: Applied Mathematics 052 (General) or equivalent.

#### ELECTRICITY 062 and 072

(Electricity 11)

Electricity 062 and 072 are a combination of theory and practice involving magnetism, circuits, and power.

#### ELECTRICITY 082 and 092

(Electricity 12)

A practical and theoretical course covering AC circuits, and AC and DC machinery, transformer and power factor corrections.

Pre-requisite: Electricity 072 or equivalent.

#### ENGLISH 082 and 092

The skills and communications in oral and written work for improving the students' ability to operate in the working world. The course covers reading, business and report-writing skills, etc. This course is part of B.T.S.D. level IV, a pre-requisite for training at Vancouver Vocational Institute only.

Pre-requisite: Communicative English 041 or equivalent.

#### ENGLISH 083

(Literature 12)

A survey course beginning with Beowulf and selected works of Chaucer and ending with the pre-Romantic poets. Stress is laid on various literary forms and periods.

Pre-requisite: English 051 or its equivalent.

#### ENGLISH 093

(Literature 12)

A survey course beginning with the Romantic poets and extending to the Modern Age. Emphasis is placed on integrating the literature studied and experimenting with different kinds of literary criticism.

Pre-requisite: English 051 or its equivalent.

English 083 and 093 may be taken together or in either order.

#### FRENCH 061 and 071

(French 11)

These intensive beginning courses in French enable the student to attain the minimum requirements for the Adult Secondary Certificate and the College Preparatory Certificate in French. Classwork stresses development of the reading, writing and speaking skills with particular emphasis on oral fluency.

#### FRENCH 083 and 093

(French 12)

These courses, at an intermediate level, introduce selected literary works. Accuracy in reading, writing and oral skills is stressed.

Pre-requisite: French 061 or French 11 or its equivalent.

#### GENERAL BUSINESS 082

(General Business 12)

A study of employment laws and unions; car and home ownership including financing; various kinds of insurance and pensions.

General Business 082 and 092 may be studied together or in either order.

#### GENERAL BUSINESS 092

(General Business 12)

A study of saving and borrowing by private citizens and governments, including financial institutions, securities, negotiable instruments; fiscal and monetary policy; structure of various business organizations; elements of legal contracts, and various forms of taxation.

General Business 082 and 092 may be studied together or in either order.

#### GEOGRAPHY 094

(Geography 12)

Physical Geography: structure and composition of the earth, physical forces at work on the earth; weather and climate; world patterns of climate, soils and vegetation; map projections and topographic maps.

Geography 094 and 095 may be taken concurrently.

#### GEOGRAPHY 095

(Geography 12)

Man and his environment: Man's use of his environment with emphasis on resources; perception of his environment with resultant conservation and control measures. Although Geography 094 and 095 may be taken concurrently, students are recommended to take Geography 094 first in order to give greater meaning to Geography 095.

#### GERMAN 061 and 071

(German 11)

Intensive beginning courses in German help the student obtain the minimum language requirement for the College Preparatory Certificate or the Adult Secondary Certificate.

As these courses parallel German 117 and 217 at the post-secondary level, students must register for them at the Langara Campus, the only place in Vancouver City College where they are offered.

#### HISTORY 094

(History 12)

A study of the origins of the modern world from the American, French and Industrial Revolutions to 1900. Discussions of major social, intellectual and political developments of the period: the enlightenment, emergence of the Sciences, industrialization, liberalism, nationalism, socialism and imperialism.

Students should consult the instructor before purchasing textbooks. History 095 may be taken concurrently with History 094.

#### HISTORY 095

(History 12)

A continuing study of 20th century world history. Discussions on aspects of diplomacy, militarism and war, liberal and authoritarian attempts at reconstruction, post-war politics, colonial nationalism, the Third World and the United Nations.

Students should consult the instructor before purchasing textbooks. Although History 094 and 095 may be taken concurrently, the student is encouraged to enrol in History 094 first.

#### INDUSTRIAL SCIENCE 082 and 092

(Industrial Science 12)

Scientific principles are applied to materials, machines and processes which students may encounter in this speciality; measurement, mechanics of solids, matter and materials and the mechanics of fluids.

Pre-requisites: Vocational Science 051 or its equivalent, and Applied Mathematics 051 or its equivalent.

Industrial Science 082 is only offered during the Fall Term.

Industrial Science 092 is only offered during the Spring Term.

#### MATHEMATICS 061 and 071

(Mathematics 11)

A second course in modern algebra covering: linear and quadratic functions and their graphs, factoring, laws of exponents, working with radicals, introduction to logarithms.

Pre-requisite: Mathematics 051 or Mathematics 10 or its equivalent.

#### MATHEMATICS 062 and 072

(General Mathematics 11)

These are general mathematics courses with a modern approach to the basic principles of arithmetic and elementary algebra. The courses include: number bases, set theory, directed number, practical application of arithmetic and algebra, direct and indirect measurement, an introduction to statistics, logarithms and trigonometry.

Pre-requisite: Applied Mathematics (General) 052.

#### MATHEMATICS 083 and 093

(Mathematics 12)

These are intensive advanced courses at the secondary level. Mathematics 083 deals primarily with analytical geometry, exponential and logarithmic equations trigonometry from basic principles to problems involving sum and product identities, sine and cosine laws and the areas of triangles. Mathematics 093 deals with the graphing of trigonometric functions, the study of inverse trigonometric functions and equations, geometric and arithmetic progressions, binomial expansions, polynomial functions and an introduction to matrices, determinants and calculus.

Pre-requisite: Mathematics 071 or Mathematics 11 or its equivalent.

#### OFFICE PRACTICE AND ORIENTATION 082

(Office Practice 12 and Office Orientation 12)

Review of basic grammar, spelling and punctuation is given in this course. There is emphasis on the form and composition of business letters. Training in business practices and procedures is introduced. If a prospective student cannot type she must enrol in Typing 062 at the same time.

#### OFFICE PRACTICE AND ORIENTATION 092

(Office Practice 12 and Office Orientation 12)

Training is given in office services such as the use of mail, filing, post office and banking facilities. Skills in the use of duplicating and transcribing machines are developed.

Pre-requisites: Typing 062 or its equivalent.

#### PHYSICS 061

(Physics 11)

An introductory course in mechanics, heat, electricity, and magnetism.

Pre-requisite: Mathematics 051, Mathematics 10, or its equivalent. Physics 061 and 071 may be taken concurrently or in either order.

#### PHYSICS 071

(Physics 11)

An introductory course in vibrations, wave motion, sound, light, electronics, atomic structure and nuclear physics.

Pre-requisite: Mathematics 051, Mathematics 10 or its equivalent.

Physics 061 and 071 may be taken concurrently or in either order.

#### PHYSICS 083

(Physics 12)

Physics 083 is an intermediate laboratory course in mechanics, dynamics and energy relationships.

Pre-requisites: Physics 071 or Physics 11 and Mathematics 071 or Mathematics 11 or their equivalents.

Physics 083 and 093 may be taken concurrently or in either order.

#### PHYSICS 093

(Physics 12)

Physics 093 is an intermediate laboratory course in electricity, magnetism and atomic structure.

Pre-requisites: Physics 071 or Physics 11 and Mathematics 071 or Mathematics 11 or their equivalents.  
Physics 093 and 083 can be taken concurrently or in either order.

SPANISH 061 and 071  
(Spanish 11)

Intensive beginning courses in Spanish help the student obtain the minimum language requirement for the College Preparatory Certificate or the Adult Secondary Certificate.

As these courses parallel Spanish 117 and 217 at the post-secondary level, students must register for them at the Langara Campus, the only place in Vancouver City College where they are offered.

TYPING 062 and 072  
(Typing 11)

Touch-typing with set-up work including letters, tabulations, manuscripts and invoices are emphasized in this course.

## DEPARTMENT OF EDUCATION EXAMINATION PREPARATION COURSES

The main purpose of these courses is to provide the opportunity for those students who have previously studied for, but have been unsuccessful in obtaining Department of Education credit, to take the examinations the next time that they are given.

Grades will not be granted by the College and thus these courses are not applicable towards a College Preparatory Certificate.

Classes commence in September and March.

BIOLOGY 096

A review course covering Biology 12, Biology 083 and 093.

CHEMISTRY 096

A review course covering Chemistry 12, Chemistry 083 and 093.

ENGLISH 096

A review course covering Literature 12, English 083 and 093.

FRENCH 096

A review course covering French 12, French 083 and 093.

GEOGRAPHY 096

A review course covering Geography 12, Geography 094 and 095.

HISTORY 096

A review course covering History 12, History 094 and 095.

MATHEMATICS 096

A review course covering Mathematics 12, Mathematics 083 and 093.

PHYSICS 096

A review course covering Physics 12, Physics 083 and 093.

## ENGLISH LANGUAGE TRAINING (Formerly English for New Canadians) Beginners, Intermediate, Advanced

### Purpose

These courses are designed for those who wish to learn English as a second or additional language, for those who need English in order to obtain employment and for those who need practice in English conversation.

### Course Content

Understanding, speaking, reading and writing.

The phonetic system (sounds, stress, intonation, and rhythm), the grammatical system (word order and sentence patterns of English) and vocabulary are taught in the appropriate sequence and according to level of difficulty. Materials are orientated around the individual, family, community, city, province and nation. Topics range from "Creative Job Search" to citizenship.

The course includes practice in understanding directions, orders, general and specific conversations, public speakers, television, films, telephone messages, radio newscasts, etc.

Students are taught the sound system of spoken English so that they can be understood. There are special fluency drills throughout the instructional period.

Students are taught to read signs, directions, instructions and to recognize patterns that they have learned orally. There is specially graded reading material available for assessing and improving reading level. Students also are taught spelling, sentence construction, and paragraph and letter writing. Time is allotted for learning how to complete application forms for employment, medical plans, hospital insurance, etc.

### Training Procedures

When students register they are assessed on their ability to understand and to speak English and then placed at the appropriate level. The ability to read and write is also considered for those people who might possibly be at the intermediate or advanced level.

Each person is assessed monthly to determine his progress.

Varied teaching techniques are used. Instructors rely upon both repetitive and situational teaching.

### Length of Course and Enrollment Dates

(a) Manpower-sponsored students.

The program lasts up to 22 weeks, six hours a day. There is a monthly intake as space permits.

(b) Fee-paying students.

Day classes are given for three hours daily, five days a week. Evening classes are given in various centres throughout Vancouver two or four evenings a week. There is continual enrollment.

Students may continue with classes until they reach the levels they require.

#### **Fees**

Registration—\$1.50 (full-time students only)

Workbooks—approximately \$5.00

Tuition—(a) no fee for Canada Manpower-supported students

(b) \$25.00 per month for fee-paying students

#### **Enrollment**

For full-time classes contact your local Canada Manpower office

For part-time day classes contact Vancouver City College, Special Programs Division, 951 West Twelfth Avenue.

For part-time evening classes go to the centre offering the program. (Watch the newspapers for location, dates, and times.)

## **ENGLISH AS AN ADDITIONAL LANGUAGE** (English 099)

This is a full-time course for those students who, in their own language, have attained at least a university entrance level, but whose facility in English is somewhat below that level required for guaranteed success in regular college classes. Intensive instructions and practice are offered in all aspects of the language (listening, speaking, reading and writing) together with at least two hours of orientation each week.

Day instruction is given for twenty hours each week: a minimum of two hours is spent daily on assignments. Evening classes are given two evenings a week, each class lasting three hours.

Non-Canadian citizens in possession of "Landed Immigrant" or similar documents, must see an Admissions Officer not later than the 15th day of the month preceding the term in which they wish to register. They are required to take an English Placement Test (oral and written). This may result in the prospective student enrolling in an English Language Training Course before entering English 099. On successful completion of this course, the student may enter English 115 or 117 at Langara or Canadian Viewpoints 081 at the Special Programs Division.

John Howard Van Amringe of Columbia University was a sworn enemy of coeducation. "It's impossible," he asserted, "to teach a boy mathematics if there's a girl in the class."

"Oh, come, professor," objected someone, "surely there might be an exception to that."

"There might be," snapped Amringe. "But he wouldn't be worth teaching!"

## **OTHER ENGLISH COURSES**

The following evening courses may be of use and interest to those students who do not wish to enroll in formal academic courses.

#### **English Improvement**

A course designed to improve one's grammar, language usage and vocabulary. Programmed texts at the equivalent Secondary School levels are used.

#### **Reading Improvement**

A course designed to improve the listening and reading skills of Secondary School graduates and mature adults. Course is normally 40 hours' duration.

#### **Spelling Improvement**

A course designed to improve one's spelling ability. A programmed style of instruction is used in the program. Course is normally of 16 hours' duration.

#### **English: Improve your Pronunciation**

A course available to all persons who feel effective verbal communication is handicapped by poor English pronunciation or accented speech. Course is normally of 15 hours' duration.

For further information look at the Community Education Services supplements published three times a year in the Vancouver Sun and Province, or telephone 731-1131.

## **SPECIAL PROJECTS**

Special projects are courses offered by the Vancouver City College in cooperation with the Department of Manpower and Immigration or with industry. The courses are intended to upgrade the present members of the labour force through the teaching of new techniques and practices. Special project courses are administered by the Special Programs Division of the Vancouver City College at 951 West Twelfth Avenue. The programs are operated at appropriate locations throughout the city. Generally, they are not open to individuals outside the sponsoring agency or agencies—that is, they are not open to private fee-paying students. The majority of the programs are short-term in nature, running up to six weeks, and are set up in reaction to current educational needs within the community. Special short project courses offered through the division have included English Language Training, Industrial Controls, Principles of Supervision, Instructional Techniques, Special Coatings, Wall Coverings, Business Administration, Janitorial Maintenance, Off-Set Printing, Spray Painting, Lumber Tallying and Shipping, Dental Assistant Upgrading, Dry Cleaning. A course of special interest which is currently being offered is the Basic Employment Skills Training course.

## ADMINISTRATORS

Monasch, L. B.	Principal
Cunningham, R. F.	Administrative Assistant
McInnis, J. L.	Administrative Assistant

## COUNSELLORS

Greenall, D. J.	Coordinator
Herridge, Miss E. L.	
Husband, J. D. T.	
Morrison, D. E.	
Neville, Mrs. D.	


## FACULTY

Ali, S.	Chemistry
Anderson, J. E.	English, Biology
Antonelli, Mrs. A.	English
Arthur, S. V.	Chemistry
Aspinall, Mrs. J.	English Language Training
Balden, Mrs. E.	English Language Training
Ballin, P. J.	Biology
Behnke, Mrs. R. S.	Mathematics
Behnke, W. W.	Geography
Beltz, J. E.	History, General Business
Benetti, Mrs. J. N.	English Language Training, Chief Instructor
Bennett, Mrs. M.	French
Bideshi, R. R.	Biology
Bigsby, Mrs. K.	English, Science
Bouvier, D.	English
Bowers, Mrs. B.	English Language Training
Bowman, R. T.	Canadian Viewpoints
Bownick, A. A.	Bookkeeping
Brown, Mrs. G.	English, Mathematics
Brown, J. D.	Communications & Social Sciences, Chief Instructor
Browning, W. F.	Mathematics
Cameron, N.	Mathematics
Casey, E. C.	Mathematics, Science, Chief Instructor
Cassidy, V. A.	Canadian Viewpoints
Caulfield, Mrs. B.	English Language Training
Champion, W. H.	Mathematics
Chan-Henry, E. A.	Chemistry
Cheung, Mr. S.	English Language Training

Coates, Mrs. H.	Mathematics, English, Science
Connolly, K. D.	Basic Education
Covell, C. V.	Industrial Science
Crick, B. G.	Mathematics
Cummings, D. A.	Mathematics
Dramer, R.	Mathematics, Science
Dyer, Miss S. J.	French
Edgcumbe, Mrs. D.	English Language Training
Edwards, L. G.	Mathematics
Elliott, P. L.	Canadian Viewpoints
Engineer, Mrs. S.	English
Fast, Mrs. M.	English Language Training
Forbes, E.	Physics
Forrai, E.	French
Funk, J. D.	Biology
Gardiner, Miss E. D.	Canadian Viewpoints, English Language Training
Gibbard, R.	English
Gobin, C. A.	Mathematics
Gracey, Mrs. K.	English Language Training
Griffin, G.	Technician, Basic Employment Skills Training
Griffiths, Miss P. E.	Typing, Office Practice
Hahn, Mrs. J. A.	English Literature
Haqq, K.	Mathematics
Haqq, M.	Mathematics
Harrison, P. T.	Mathematics
Heesaker, A.	Physics
Hill, Mrs. J. E.	Chemistry
Hillier, Mrs. C.	Mathematics
Hill-Tout, J. E.	History
Hindmarch, Miss G. M.	English Literature
Ho, G.	Bookkeeping
Holm, Miss H. H.	English
Hopaluk, J.	Mathematics, Science
Hurley, Mrs. D. C.	French
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## NOTES



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