

JOAN BRADIER-SPECIAL SERVICES

Vancouver City College

Special Programs Division



CALENDAR 1973-1974



Vancouver City College Special Programs Division

CALENDAR 1973-1974



All statements in this publication are announcements of present policies only and are subject to change at any time without prior notice. They are not to be regarded as offers to contract.

All *major* changes or additions to this Calendar are indicated in the left-hand margin by a ■.

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

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

September 3, 1973	Labour Day - - - No Classes—School Closed
October 8, 1973	Thanksgiving Day - No Classes—School Closed
November 11, 1973	Armistice Day - - No Classes—School Closed
December 25, 1973	Christmas Day - - No Classes—School Closed
December 26, 1973	Boxing Day - - - No Classes—School Closed
January 1, 1974	New Year's Day - No Classes—School Closed
April 12, 1974	Good Friday - - - No Classes—School Closed
April 15, 1974	Easter Monday - - No Classes—School Closed
May 20, 1974	Victoria Day - - - No Classes—School Closed
July 1, 1974	Dominion Day - - No Classes—School Closed

For dates relating to semester courses only, see page 17 of this calendar.

2750 Oak Street, Vancouver 9, B.C.

Telephone 731-4614

MESSAGE FROM THE PRINCIPAL



The Special Programs Division of Vancouver City College is entering its third year of operation, but with a continuing demand for space and a gradual broadening of the programs offered, the Centre continues to operate on two shifts.

However, the first concrete steps were taken toward the development of the "downtown" campus during 1972. This new Centre will provide permanent accommodation for our Division as well as relieving already crowded conditions at the other existing Vancouver City College Campuses.

Courses offered for the first time during the past year at the Special Programs Division were Employment Orientation for Women, Vocational Orientation for the Deaf, and Basic Education (Literacy) classes, offered during the day. The latest additions are special classes in English Language Training for refugees from Uganda, offered at the request of the Immigrant Reception Centre.

However, the success of any program, especially a School with a unique rôle such as ours, is dependent on the collective efforts and co-operation of students and staff. I therefore encourage you to participate and share your experience and knowledge with others while attending Vancouver City College.

I look forward to the opportunity of welcoming you to the Special Programs Division.

L. B. MONASCH
Principal

ORGANIZATION OF VANCOUVER CITY COLLEGE

COLLEGE COUNCIL

DR. P. S. BULLEN, CHAIRMAN
MRS. VIRGINIA BEIRNES, VICE-CHAIRMAN
MR. J. BARBEAU
MRS. M. COURVOISIER
MRS. H. FERGUSON
REV. PHILLIP HEWETT
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MR. R. TWEEDIE
MR. J. S. YEE

COLLEGE EXECUTIVE OFFICERS

DR. T. J. GILLIGAN, PRINCIPAL, VANCOUVER CITY COLLEGE
H. E. PANKRATZ, EXECUTIVE DIRECTOR, INSTRUCTION
L. B. MONASCH, PRINCIPAL, SPECIAL PROGRAMS DIVISION
DR. J. J. DENHOLM, PRINCIPAL, LANGARA
J. L. MONK, PRINCIPAL, VANCOUVER VOCATIONAL INSTITUTE
R. C. MAYOR, PRINCIPAL, VANCOUVER SCHOOL OF ART
J. E. COOPER, PRINCIPAL, COMMUNITY EDUCATION SERVICES
J. E. ROBERTSON, BURSAR

SPECIAL PROGRAMS DIVISION

Administration

L. B. MONASCH, PRINCIPAL
R. F. CUNNINGHAM, ADMINISTRATIVE ASSISTANT, INSTRUCTION
J. L. McINNIS, ADMINISTRATIVE ASSISTANT, ADMINISTRATIVE AND STUDENT SERVICES

SPECIAL PROGRAMS DIVISION

A Division of Vancouver City College

The Special Programs Division of the Vancouver City College was established at 951 West 12th 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 1972 had an enrolment of more than 3,000 full and part-time students.

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

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.

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INTERPRETERS FOR THE DEAF \$5.00 per mth - see leaflet
 TRAINED FAMILY AIDE \$20.00 per mth - see leaflet.
 (5 mth course)

GUIDELINES FOR ALL 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 wanting a College Foundations 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

Students should be at least 18 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. English and Mathematics assessment, which may assist in program planning, are available free to all students.

Student Hours

The Special Programs Division operates from 8:00 a.m. to 10:00 p.m. five days a week, 12 months a year. Programs range from one week to eight months in length. Saturday morning classes may be 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-value 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. - 8:00 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 Student Services Fee is charged each term.

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 omission in Statements of Grades should be reported immediately in person, or in writing, to the Administrative Assistant, Instruction. A student's most recent Statement of Grades is also his ticket of admission to the registration centre for any subsequent 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, Instruction. 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 14 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, Instruction, 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.

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 which bears 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 \$1.00 fee is charged for each duplicate Fee Receipt, as used for Income Tax purposes, or Student Identification Card.

Further Information

For further information please contact:

The Principal,
Vancouver City College,
Special Programs Division,
951 West 12th Avenue,
Vancouver 9, B.C.
Telephone: 731-4614.

PROGRAMS

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 so that he 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.

Enrolment

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.

■ EMPLOYMENT ORIENTATION FOR WOMEN

Assessment and pre-training. Open to women 18-55 years, married or single, with or without children.

The program is designed to increase confidence in your ability to join the work force for the first time, or to return to it after a period of years. Prime focus is placed on problem-solving and decision-making skills. Students assume responsibility for their own learning, at their own speed, as well as for work done as members of the group.

PROGRAM CONTENT

1. Preparation for Upgrading or Training

Academic refresher work in English and Arithmetic on an individual basis enables students to identify their own levels of ability and to refresh forgotten skills. Topics include: Communicative English—grammar, spelling, composition, vocabulary, speech; Fundamentals of Arithmetic—basic concepts, practical applications, everyday problems.

2. Preparing for Work

Organizing home, family and personal responsibilities to clear the way for the double rôle of parent-homemaker and potential wage-earner. Topics studied include: home, family, money and time management, personal development, appearance, grooming, human inter-personal relations, community resources, and decision-making.

3. Preparing for Employment

Formal and informal assessment of interests, skills and abilities. Review of the labour market enables students to make realistic choices for the future. Topics include: Creative Job Search Techniques, letters of application, work habits, and attitudes, meetings and discussions with Personnel and Placement Officers. Tours to industrial and commercial businesses, public and private agencies and commercial resource centres are all part of the training provided.

Training Procedures

The program takes place in an informal atmosphere and is limited to 15 students. A wide variety of experiences, including lecturers, films, tape recordings, visiting teachers and speakers, and many field trips, is offered.

Length of Program and Enrolment Dates

Three months (12 weeks) daily 8:30 a.m. to 4:00 p.m. Starting January, April, September.

Fees and Financial Assistance

There are some openings for fee-paying students, however, the majority of students are placed in the program by Canada Manpower. Fees are \$45.00 plus approximately \$10.00 for books, supplies and field trips.

Canada Manpower pays fees for eligible students. In addition some students may be eligible for training allowance. Enquiries should be made at your nearest *Canada Manpower Centre*. Some students may be assisted by the Department of Rehabilitation and Social Improvement. For those eligible, funds are provided to cover car fare, baby-sitting, and a training allowance to be used in budgeting for personal needs. Apply to the Department of Rehabilitation and Social Improvement for details.

Fees \$15.00 per mth plus \$1.50 Reg Fee.
Books \$10.00 - Transportation Allowance \$15.00
Training " " \$25.00

■ BASIC EMPLOYMENT SKILLS TRAINING (B.E.S.T.)

This is a six-week long experience in self-assessment and self-direction. Participants work with job search information and techniques, have a variety of stimulating experience, and learn to help each other prepare for further training or for direct employment.

Objectives

To develop clearer and more realistic vocational goals and to take appropriate action.

Assessment

Those taking part have the opportunity to assess their present situation in such areas as:

- ★ Academic skills
- ★ Shop related skills
- ★ Job search skills
- ★ Relating to others

Motivation

Most participants are able to pursue their objectives with greater enthusiasm, because they have made these objectives more clear, more realistic and more immediate.

Content

180 hours of the program involvement are devoted to such activities as:

- ★ Shop experiences
- ★ Personal growth sessions
- ★ Individual counselling
- ★ Medical assessment and counselling
- ★ Recreational sports
- ★ Academic assessment
- ★ Job search training
- ★ Field trips
- ★ Money management
- ★ Practical cooking
- ★ Safety and first-aid
- ★ Personal job skill assessment

Enrolment

Contact your local Canada Manpower Counsellor or a Special Programs Division Counsellor. New classes start every eight weeks.

Fees \$15.00 per mth plus \$1.50 Registration Fee.

■ VOCATIONAL ORIENTATION FOR THE DEAF

Objectives

This program is designed to give the deaf person the necessary educational assistance required for gaining admission to, and for continuing in, further vocational, technical or academic training, or for finding employment.

Assessment Program

- (a) To determine the student's achievement level in communication, social, and academic skills when he begins the program.
- (b) To diagnose specific areas in which the student requires assistance.
- (c) To observe his rate of progress.
- (d) To assist the student in becoming more aware of his social, vocational and 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:

- himself
- his physical and social environment
- academic opportunities
- employment opportunities
- constructive use of leisure time

Upgrading Program

To provide the necessary educational level for admission to further academic, technical, vocational or job-training.

Interpreters Program

To provide the necessary interpreters and interpreter/tutors while the student pursues his academic, technical, vocational or job training.

Program Content

Communication skills, English, Mathematics and Science. Social and Vocational Counselling.

Length of Program

Enrolment, as a rule, takes place during the first week of September. In special cases, individuals may be enrolled at other times. The length of the program is adapted to each individual.

Enrolment

Application for this program should be made to the Division for Aid to the Handicapped, 828 West 10th Avenue, Vancouver 9, B.C. or to the Instructor of the Deaf at Vancouver City College, Special Programs Division.

Fees \$25.00 per mth plus \$1.50 Registration Fee.

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** *per course 3 courses \$150 per mth. Registration Fee \$1.50*
\$5.00 (approx.). Canada Manpower may sponsor eligible students. A non-refundable Student Services Fee is charged each term.

Examinations

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

Enrolment

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

- **Enrolment Dates:** The beginning of each month.

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.

- **Biology:** The main emphasis of this course is the biology of man. The topics covered are:—the origin of life; the dynamics of life; plant and animal life; the biology of man; genetics, evolution and ecology.

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.

- **Physics:** a basic foundation in physics in preparation for entering technical programs is given. Course covers the measurement of matter, vectors, forces in equilibrium, work, energy, simple machines, mechanics of liquids, heat, sound, the nature of light, electricity and magnetism.

■ **Length of Program and Enrolment Dates**

Five-month program with monthly enrolment as space permits.



MR. L. B. MONASCH receives a letter from the Mayor of Yokohama—Vancouver's Sister City—at the graduation ceremony of Japanese students.

COLLEGE FOUNDATIONS PROGRAMS

SUMMER TERM—1973

—Dates subject to change without notice

- "a" Term—May 1 - June 30—day classes only
 - "b" Term—July 1 - August 31—day classes only
 - "a-b" Term—May 1 - August 31—day and evening classes
- May 1, 1973 First day of Summer "a" Term.
May 1 - 2: Registration for courses taught "a" and "a-b" Terms.
May 3: First day of classes.
May 7 - 9: 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 21 - 26: Last Department of Education examination for students wishing to meet Departmental requirements in examinable subjects.
June 20 - 22: "a" Term Final Examinations; "a-b" mid-term examinations.
June 25 - 29: Mid-Term break.
July 1: First day of Summer "b" Term.
July 2: Dominion Day: VCC closed.
July 3: Registration for "b" Term.
July 4: First day of classes for "b" Term.
July 31: Last day for REFUNDS for "b" Term courses.
July 31: Last day for OFFICIAL WITHDRAWAL from "b" Term courses to obtain "W" grades.
August 20 - 22: Term-end examinations.
August 31: Last day of Summer Term.

FALL TERM—1973

- September 1, 1973 First Day of Fall Term.
September 3: Labour Day: All centres closed.
September 4 - 5: Registration for Fall Term, day and evening classes.
Registration for all centres at Special Programs Division.
September 6: First day of classes, day and evening.
September 8: First day of classes, Saturday morning.
September 7, 10 - 12: COURSE CHANGE and LATE REGISTRATION PERIOD.
October 5: Last day for REFUNDS.
October 8: Thanksgiving Day: VCC closed.
October 11: Last day for OFFICIAL WITHDRAWAL from courses to obtain "W" grades.
November 11: Remembrance Day: VCC closed.
December 10: Last day for DAY CLASSES.
December 11 - 13: Term-end examinations.
December 25: Christmas Day: VCC closed.
December 26: Boxing Day: Vancouver City College closed.
December 31: Last day of Fall Term.

SPRING TERM—1974

January 1, 1974	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 Saturday classes.
January 7:	First day of instruction for day and evening classes.
January 7 - 9:	COURSE CHANGE PERIOD and LATE REGISTRATION.
February 1:	Last day for REFUNDS.
February 8:	Last day for OFFICIAL WITHDRAWAL from courses to obtain "W" grades.
April 11:	Last day of CLASSES.
April 12:	Good Friday: Vancouver City College closed.
April 14:	Easter Monday: VCC closed.
April 16:	Term-end examinations.
April 30:	Last day of Spring Term.

SUMMER TERM—1974

- "a" Term—May 1 - June 30—day classes only.
 - "b" Term—July 1 - August 31—day classes only.
 - "a-b" Term—May 1 - August 31—day and evening classes.
- | | |
|-----------------|--|
| May 1, 1974 | First day of Summer "a" Term. |
| May 1 - 2: | Registration for courses taught "a" and ("a-b") Terms. |
| May 3: | First day of classes. |
| May 6 - 9: | COURSE CHANGE AND LATE REGISTRATION PERIOD. |
| May 20: | Victoria Day: Vancouver City College closed. |
| May 31: | Last day for REFUNDS. |
| June 7: | Last day for OFFICIAL WITHDRAWAL from courses to obtain a "W" Grade. |
| June 19 - 21: | "a" Term Final Examinations; "a-b" mid-term examinations. |
| June 24 - 28: | Mid-Term break. |
| June 30: | Last day of "a" Term. |
| July 1: | First day of Summer "b" Term. |
| July 1: | Dominion Day: VCC closed. |
| July 2: | Registration for "b" Term. |
| July 3: | First day of classes for "b" Term. |
| July 31: | Last day for REFUNDS for "b" Term courses. |
| July 31: | Last day for OFFICIAL WITHDRAWAL from "b" Term courses to obtain "W" Grades. |
| August 19 - 21: | Term-end examinations. |
| 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 12th Avenue; John Oliver Secondary School, 530 East 41st Avenue; Vancouver Technical Secondary School, 2600 East Broadway (Industrial courses only). Tutorials and seminars for enrolled students are given at Special Programs Division on Friday evenings.

A limited number of courses may be offered on Saturday mornings during the Fall and Spring Terms at the Vancouver Vocational Institute.

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 50 percent of the final grade.

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 give tutorials every week to assist students with their studies.

Examinations

In order to receive course credit, students usually are required to write the final examinations for each course taken. Day examination schedules are posted at least 10 days before examination dates. It is the responsibility of the students to report examination conflicts to the Admissions Office so that adjustments can be made to their schedules. Students in the evening and Saturday classes write their final examinations during their last class session.

**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 (BTSD) Levels I and II. This is a very flexible program capable of taking the student from learning to read and write to Grade 8 level in English and Mathematics. A student enters at any level of achievement and continues at his own rate until he achieves a Grade 8 equivalency. Classes: 7:00-9:30 p.m. on Monday and Wednesday evenings and during the day.

Introductory Program—to Grade 10 Equivalency:

Equivalent to Basic Training for Skill Development (BTSD) 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 Foundations Program—to Grade 12 Equivalency:

The College Foundations Program is similar to the Department of Education, Adult Secondary Program. Completion of either of the College Foundations options earns the student a College Foundations Certificate which is the equivalent of a British Columbia Department of Education Grade 12 Certificate.

Two options are offered: Academic-Technical and General Education. Completion of either of these options will enable a student to enrol in a post-secondary level program. See page 22 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 Foundations Program.

College Foundations courses may be completed by attending days, evenings or mornings. Classes are offered at the Special Programs Division, John Oliver and Vancouver Technical Secondary schools.

Saturday morning classes may be offered, but only at the Vancouver Vocational Institute.

Completion of a College Foundations Program normally requires a minimum of two terms of full-time study. Credit may be given on the basis of previous education and training, and possibly on the basis of work experience. Credit will be given for BTSD level IV courses. The credit to be granted will normally be decided by an admissions officer before the student commences his studies. Certain subjects, particularly the Industrial ones, are available only at night in classes provided through Community Education Services 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 and be given credit on successful completion.

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

Five sections is a normal study load. Permission to enrol in six or more sections must be obtained in writing from the Administrative Assistant, Instruction, or his delegate, prior to registration.

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

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 17 of the calendar.

College Foundations Certificate:

To obtain a "College Foundations Certificate", a student must complete an application at the Admissions Office no earlier than the term in which he takes his last course. The student is eligible for the Certificate when he has completed one of the options listed on the following page.

College Foundations Courses: Prerequisites

To proceed to College Foundations courses in the Academic-Technical option, a student is expected to have Grade 10 standing or its equivalent and to have completed Applied Mathematics 051, or a mathematics equivalent.

A. ACADEMIC-TECHNICAL 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 courses in French | —Fren 061 and 071 |
| OR | |
| Two courses in German | —Germ 061 and 071 |
| OR | |
| Two courses in Spanish | —Span 061 and 071 |
| OR | |
| Two courses in Bookkeeping | —Book 062 and 072 |
| OR | |
| Two courses in General Business | —Gen Bus 082 and 092 |
| OR | |
| Two courses in Typing | —Typ 062 and 072 |

5. A choice of any two of the following pairs of courses:

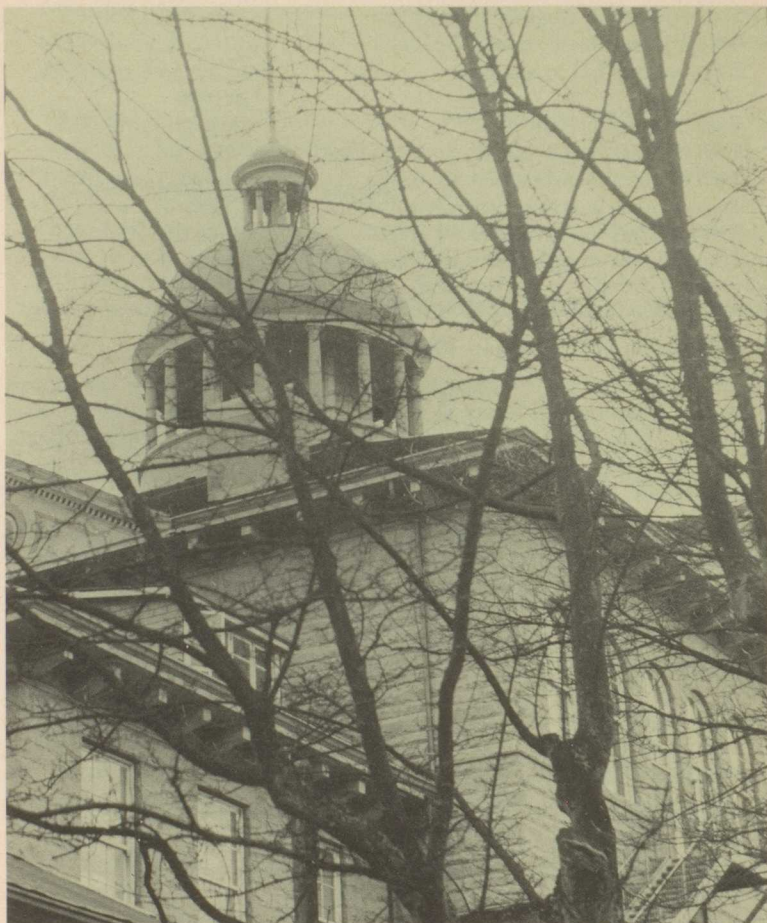
- | | |
|---|-----------------------------|
| Two courses in Economics | —Econ 094 and 095 |
| Two courses in English Literature | —Eng 083 and 093 |
| Two courses in Advanced French | —Fren 083 and 093 |
| Two courses in Geography | —Geog 094 and 095
or 098 |
| Two courses in History | —Hist 094 and 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 listed in "3" above. | |

B. GENERAL EDUCATION OPTION

1. Two courses in Canadian Viewpoints CV 081 and 091.
2. Ten other courses, as described on pages 27 to 35, with the exception of Reading and Study Skills 097 and Writing Clinic 097, at least four of which must be at the 08, 09 level. These include Mathematics 061 or 062 and Mathematics 071 or 072 but not both of either pair.

Advanced credit towards the College Foundations Certificate, to a maximum of six courses, based on previous education and/or experience may be given during the initial counselling interview or at any time later.

COURSE DESCRIPTION



Nearly all courses are now designated by a three-digit number. The numbering system of the courses differs from the Secondary School equivalent which 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 Biology 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.

COMMERCE

BOOKKEEPING 062 and 072

(Bookkeeping 11)

Bookkeeping is primarily concerned with the recording and reporting of financial data to the owners of business. These courses are offered to students who have not studied bookkeeping previously. Bookkeeping 062 deals with: the functions of accounting, balance sheets, income statements, the bookkeeping cycle, worksheets, and the description of various types of bookkeeping records and systems. Bookkeeping 072 deals with: accounts payable, accounts receivable, payroll, fundamentals of data processing, description of more advanced types of bookkeeping records and systems, preparation of financial statements.

GENERAL BUSINESS 082

(General Business 12)

You and Your Job: A study of employment, labour laws and unions, Unemployment Insurance, and Workmen's Compensation. Job Search Techniques are examined.

GENERAL BUSINESS 092

(General Business 12)

You and Your Money: A study of personal credit buying, consumer protection legislation; saving plans such as bonds and insurance, your investment portfolio, and contract law.

OFFICE PRACTICE AND ORIENTATION 082

(Office Practice 12 and Office Orientation 12)

Secretarial and Business English. This practical course in business English and Communication emphasizes letter-writing and speaking. While the rules of grammar are not stressed, emphasis is placed on sentence structure and proper paragraphing. Punctuation, spelling, vocabulary and word usage are reviewed.

Prerequisite: English 051 or equivalent.

OFFICE PRACTICE AND ORIENTATION 092

(Office Practice 12 and Office Orientation 12)

This course includes correspondence, duplicating machines, transcribing machines and receptionist duties.

Prerequisite: English 051 or equivalent, and Typing 062

- No longer offered at Special Programs Division. For credit, enrol in "Business Machines" or "Bookkeeping Machines" offered through the Community Education Services at Vancouver Vocational Institute, 250 West Pender Street.

■ SHORTHAND 062

An introductory course in shorthand writing, with theory and practice for personal and general use.

TYPING 062

(Typing 11)

Personal Typing: A beginning course in touch-typing designed for personal use with an introduction to letters, essays and tables. This course is also recommended for students contemplating further commercial training.

Prerequisite: English 051 or equivalent.

TYPING 072

(Typing 11)

A continuation of touch-typing with emphasis on improved speed and accuracy and on proficiency in typing more complex letters, reports, tables and invoices.

Prerequisite: Typing 062

ENGLISH

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.).

Prerequisite: English 051 or its equivalent.

COMMUNICATIONS ENGLISH 031 (Basic Education)

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

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.

Prerequisite: Communicative English 031 or its 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.

Prerequisite: Communications English 051 or its 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.

Prerequisite: 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.

Prerequisite: English 051 or its equivalent.

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

ENGLISH 096

(Literature 12)

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

READING AND STUDY SKILLS 097

This is an individual course, designed to help the student develop and improve the skills necessary for efficient reading and efficient studying. There is 1 hour of lecture and 4 hours of lab. work per week.

WRITING CLINIC 097

The Writing Clinic is a non-credit course designed to give the student confidence in writing through practice and encouragement. The course is based on individual attention and provides opportunities for the student to correct and improve upon any writing problems he may have.

INDUSTRIAL SUBJECTS

CONSTRUCTION 062 and 072

(Construction 11)

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

Prerequisite: 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.

Prerequisite: Construction 072 or equivalent.

DRAFTING 062 and 072
(Drafting 11)

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

Prerequisite: 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.

Prerequisite: Electricity 072 or equivalent.

MECHANICS 062 and 072

Auto mechanics: Fundamentals of automobile mechanics; engine, fuel systems, lubrication systems, electrical systems; engine testing, troubleshooting and servicing.

OR

Machine Shop: The theory and practice of turning, tracing, screw thread cutting and drilling.

Prerequisite: Applied Mathematics (General) 052 or equivalent.

MECHANICS 082 and 092
(Mechanics 12)

Auto Mechanics: A theoretical and practical course covering clutches, transmissions, drive-trains, axles, differentials and auxiliary equipment.

OR

Machine Shop: A course in the use of machine shop tools; general lathes, milling machines, shapers, surface grinders, drills and other bench tools.

Prerequisite: Mechanics 072 or equivalent.

The above courses are offered through Community Education Services at Vancouver Technical Night School starting early in October.

MATHEMATICS

ELEMENTARY APPLIED MATHEMATICS 031 (Basic Education)
Whole numbers, fractions, decimals, percentages, graphs to the Grade Eight level.

APPLIED MATHEMATICS 041 and 051
(Mathematics 9 & 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.

Prerequisites: 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.

Prerequisite: Mathematics 031 or its equivalent.

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, trigonometry and analytical geometry.

Prerequisite: Mathematics 051 or Mathematics 10 or 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 course includes: number bases, set theory, directed number, practical application of arithmetic and algebra, direct and indirect measurement, an introduction to statistics, logarithms and trigonometry.

Prerequisite: Applied Mathematics (General) 052.

MATHEMATICS 082 and 092
(Technical)

Similar to the old Math 91 course. Provides the prerequisite for such courses as Electronics, Building Construction, etc.

Basic algebra, algebraic fractions, simulations, equations, graphs, radicals and fractional exponents; arithmetic, geometric and harmonic series; binomial expansions, permutations and combinations, probability, basic geometry, trigonometry including oblique triangles, quadratic solving, graphs, roots, homogenous equations, maxima and minima.

This course is part of B.T.S.D., level IV.

Prerequisite: Applied Mathematics (Algebra) 041 or its equivalent.

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.

Prerequisite: Mathematics 071 or Mathematics 11 or equivalent.

MATHEMATICS 084 and 094

(Commercial)

Simple version of arithmetic, geometric and harmonic series; ratio, proportion and variation; binomial expansions, permutations and combinations; probability, simple business mathematics; simple operations and percentages; business mathematics, etc.

This course is part of B.T.S.D., level IV.

Prerequisite: Applied Mathematics (General) 052 or its equivalent.

MATHEMATICS 096

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

MODERN LANGUAGES

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 Foundations 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)

An advanced course in French at the College Foundation level.

Prerequisite: French 071 or French 11 equivalent.

- No longer being offered at Special Programs Division. For credit enrol in French 117 and 217 at Langara Campus.

FRENCH 096

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

GERMAN 061 and 071

(German 11)

An intermediate course in College Foundations German which completes the minimum language requirements for the secondary certificate of the Department of Education.

This course is not offered at S.P.D. Students wishing to obtain credit for German 061-071 must register in German 217 at Langara. (German 217 is the equivalent of German 061-071).

Prerequisite: German 051 or German 10 or equivalent.

SPANISH 061 and 071

(Spanish 11)

An intermediate course in College Foundations Spanish which completes the minimum language requirements for the secondary certificate of the Department.

This course is not offered at S.P.D. Students wishing to obtain credit for Spanish 061-071 must register in Spanish 217 at Langara. (Spanish 217 is the equivalent of Spanish 061-071).

Prerequisite: Spanish 051 or Spanish 10.

PHYSICAL AND LIFE SCIENCES

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.

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.

Prerequisite: 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.

Prerequisite: Biology 061 and 071, or Biology 11 or its equivalent.

BIOLOGY 096

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

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.

Prerequisite: Chemistry 061 and 071, or Chemistry 11 or its equivalent.

CHEMISTRY 096

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

INDUSTRIAL SCIENCE 082 and 092

(Industrial Science 12)

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

Prerequisites: Vocational Science 051 or equivalent and Applied Mathematics (General) 052 or equivalent.

■ Not offered in 1973-74.

PHYSICS 061

(Physics 11)

An introductory course in mechanics, electricity, and magnetism.

Prerequisite: Mathematics 051, Mathematics 10, or 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.

Prerequisite: Mathematics 051, Mathematics 10 or 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.

Prerequisites: 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.

Prerequisites: 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.

PHYSICS 096

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

SOCIAL SCIENCES

■ ECONOMICS 094

(Economics 11)

Insights into Economic Society:

In this introductory course the economic life of society will be examined to develop understanding of some basic economic concepts. Some major themes to be discussed are: 'The Economic Problem' ('Happiness is Different Things to Different People'); Production and Distribution of Goods; Different Approaches to Economic Organization. To be offered Fall Term only.

■ ECONOMICS 095

(Economics 11)

Canadian Economic Society:

In this course some basic economic concepts will be applied to provide some understanding of the Canadian Economy in Operation. Some major questions to be considered are: "The Consumer is King, Isn't He?" (Prices and Markets); "Spending and Saving?"; "Is Big Brother Just Watching?" (Government Role in the Economy); "To Trade or Not to Trade . . . ?" (International Economics). To be offered Spring term only.

Prerequisite: None, but it is to the student's advantage to have completed Economics 094 first.

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, 095 and 098 may be taken concurrently.

GEOGRAPHY 095

(Geography 12)

Man and his environment: Man's use of his environment and emphasis on resources; perception of his environment with resultant conservation and control measures. Although Geography 094, 095 and 098 may be taken concurrently, students are recommended to take Geography 094 first in order to give greater meaning to Geography 095.

GEOGRAPHY 096

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

■ GEOGRAPHY 098

Geography of an Urbanized World:

This course strives to develop greater understanding of the geographic aspects of an increasing urbanized world. To accomplish this purpose, some of the topics to be included are: "What is the 'City'?" City Origins; The Character of Cities (Urban Morphology); 'The City People'—World Patterns; "All is Not Well" (Urban Problems); "Dividing the Pie" (Urban Policy and Planning).

To be offered Spring Term only.

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.

HISTORY 096

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

■ SECONDARY SCHOOL COMPLETION SUBJECTS

The main purpose of these courses is to provide the opportunity for those students who have previously studied, but have been unsuccessful in obtaining Department of Education credit, to repeat the subjects in one term. Grades will be granted by the College and transferred on request to the student's previous secondary school. 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 programs 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 program 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 one's 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 Program and Enrolment 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.

Day and evening classes are given at Special Programs Division 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 enrolment. Classes for mothers and older immigrants are offered in various community centres during the day. Instruction by bilingual instructors is given to Chinese and Japanese-speaking students during the day at Pender YMCA, 375 East Pender Street.

Enrolment

For full-time classes contact your local Canada Manpower office re eligibility.

ENGLISH AS AN ADDITIONAL LANGUAGE

(English 099)

This is a full-time credit program 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-five hours each week: a minimum of two hours is spent daily on assignments. Evening classes are given three evenings a week each class lasting three hours and twenty minutes. Enrolment in January, May and September.

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 have an English Placement Assessment (oral and written). These are given at 9:00 a.m. and 7:00 p.m. every Wednesday throughout the year. 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 View-points 081 at the Special Programs Division.

Fee: \$100.00 for day classes. \$40.00 for evening classes. A non-refundable Student Service Fee is charged each term. Books \$14.50

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.

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.

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.

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.

38 BASIC EDUCATION
(MARY NICHOLLS)

FEES \$40.00
REG FEE \$1.50
BOOKS \$5.00

INTAKE JANU-MAY 1 - SEPT 1 OR SPARE SPACES USUALLY AVAILABLE.

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Cunningham, R. F.

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Administrative Assistant,
Instruction

McInnis, J. L.

Administrative Assistant,
Administrative & Student
Services

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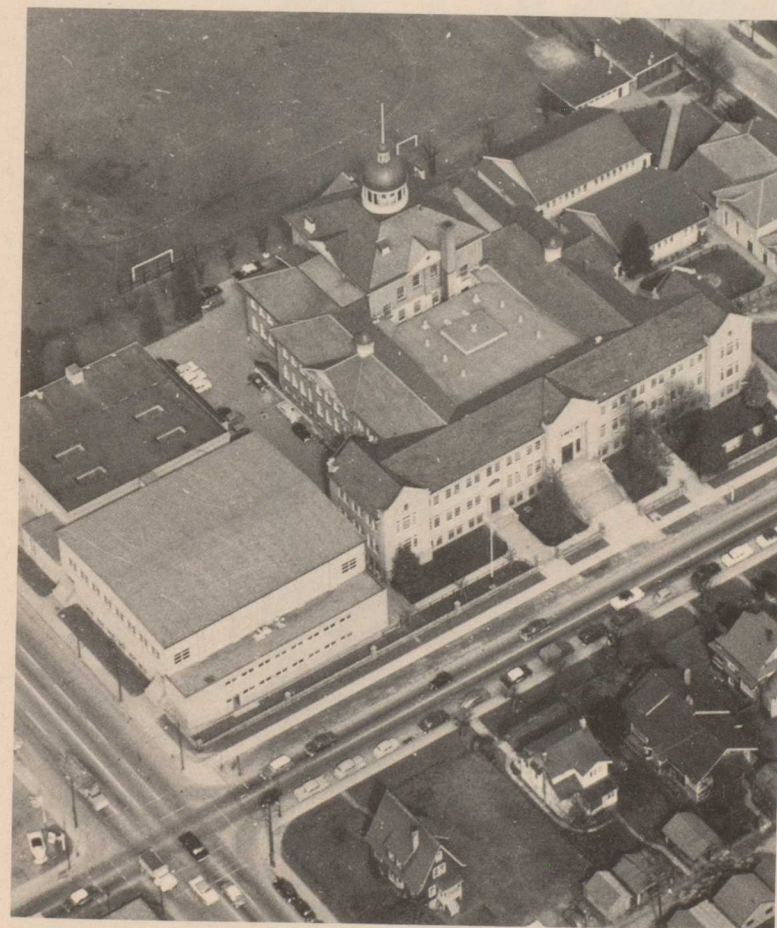
Basic Employment Skills Training
English Language Training
English Language Training
English Language Training
English Language Training
English Language Training
Biology
English Language Training
English Language Training
Mathematics
Geography
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English Language Training—
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Wilson, R.	Mathematics
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NOTES

Photographs:
 Cover: M. Borjesson,
 Page 16: R. Keller
 Page 43: C. Jones
 Edited and designed by:
 R. James Smith
 Printed by: Price Printing,
 Vancouver.

