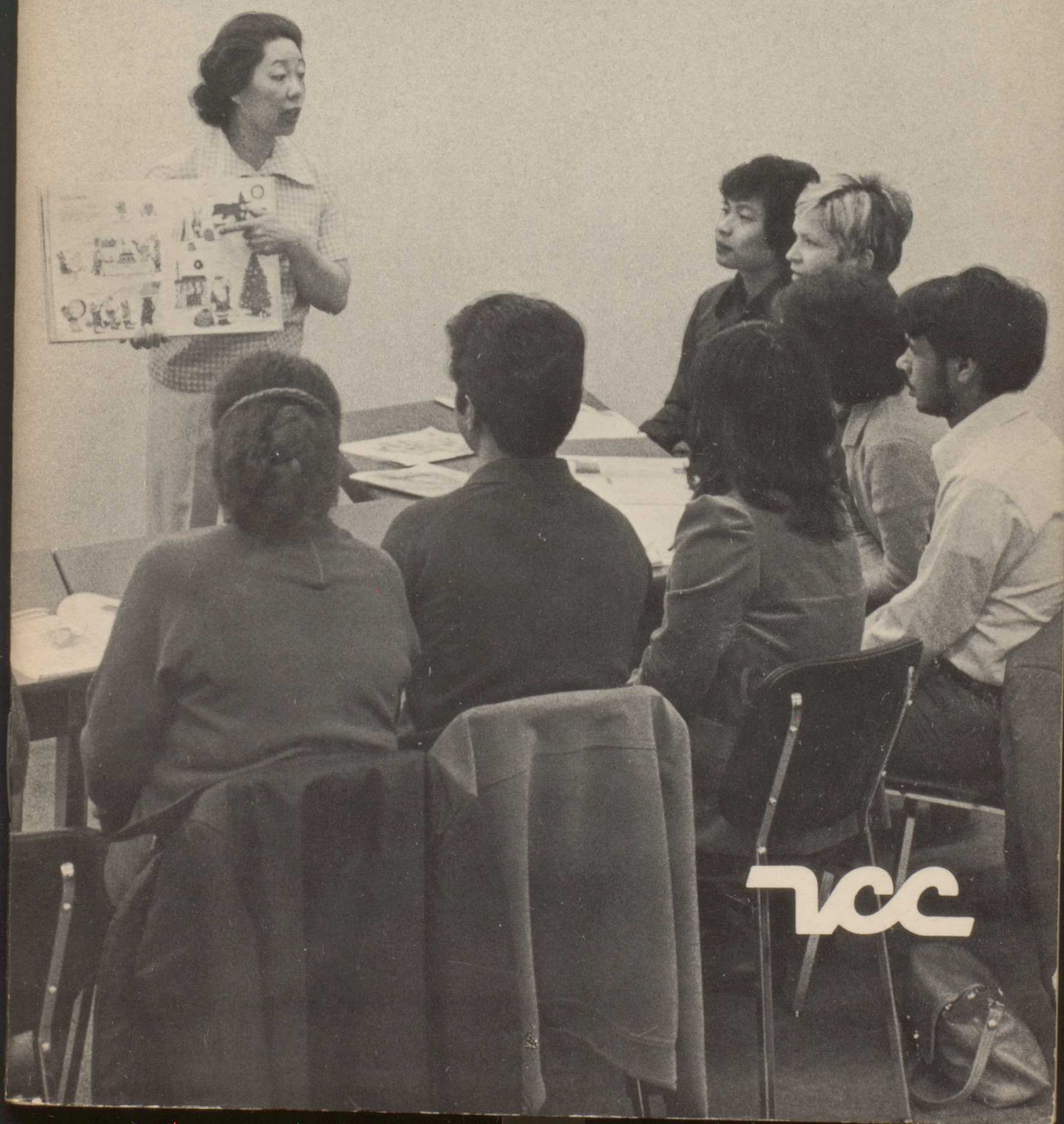


Vancouver Community College

Special Programs Division 1974/1975



September 3, 1974	Labour Day - - -	No Classes—School Closed
October 14, 1974	Thanksgiving Day -	No Classes—School Closed
November 11, 1974	Armistice Day - -	No Classes—School Closed
December 25, 1974	Christmas Day - -	No Classes—School Closed
December 26, 1974	Boxing Day - - -	No Classes—School Closed
January 1, 1975	New Year's Day -	No Classes—School Closed
TBA	Heritage Day - - -	No Classes—School Closed
March 28, 1975	Good Friday - - -	No Classes—School Closed
March 31, 1975	Easter Monday - -	No Classes—School Closed
May 19, 1975	Victoria Day - - -	No Classes—School Closed
July 1, 1975	Dominion Day - -	No Classes—School Closed
August 4, 1975	B.C. Day - - -	No Classes—School Closed

For dates relating to semester courses only, see page 18 of this calendar.



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

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

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 ■.



Vancouver Community College

Special Programs Division

Calendar 1974/1975

2750 Oak Street, Vancouver, B.C. V6H 3N2

Telephone 731-4614



MESSAGE FROM THE PRINCIPAL



The publication of this calendar marks the end of an historic period in the life of Special Programs Division and the opening of the door to the future.

The year just ended was highlighted by the fire which destroyed the structure which for many years was known as "King Edward," and more recently comprised the main centre of the Special Programs Division. To continue serving the community it was necessary that the old "King Edward" building be replaced immediately. This was accomplished in record time. In January 1974, six months after the fire, classes started in the new building. Much credit must go to the architect and the contractor who produced the new quarters in such a short time.

Enough for the past; the important task is in the future. We must establish a solid base for the development of the proposed downtown campus of Vancouver Community College. To that end, we have to assess the changes that have taken place during the past year, modify them where necessary, and move ahead with all speed in preparing for our future development.

L. B. MONASCH
Principal

ORGANIZATION OF VANCOUVER COMMUNITY COLLEGE

COLLEGE COUNCIL

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

COLLEGE EXECUTIVE OFFICERS

DR. T. J. GILLIGAN, PRINCIPAL, VANCOUVER COMMUNITY 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 Community College

The Special Programs Division of the Vancouver Community 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 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.)
- Music.

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, industrial controls, pharmaceutical aides and pre-school teaching for non-status Indians.

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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 Community Colleges Certificate of Grade XII equivalency, the equivalent of a Department of Education Adult Grade XII certificate.
- (d) Those wishing to write the Department of Education General Educational Development (G.E.D.) tests.
- (e) Those requiring upgrading in academic areas for admission to programs at vocational schools or to qualify for employment.
- (f) Those who wish to study music.

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 assessments, 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.

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 Community 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 re-assess their personal capabilities or re-evaluate their life styles.

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: 6:30 p.m. - 8:30 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 Community College uses a letter system to indicate successful completion of courses:

Letter Grade	Description
A	DISTINGUISHED ACHIEVEMENT the student distinguishes himself consistently in examinations, reports and class participation.
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.
C	AVERAGE ACHIEVEMENT the student demonstrates sufficient comprehension of the subject matter to indicate success in the next higher course in the same field.
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.

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 the Langara Campus.

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 Student Records 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 Student Records 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 Student Records 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 Student Records 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 Community College,
Special Programs Division,
2750 Oak Street,
Vancouver, B.C. V6H 3N2
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 Enrolment Dates

There is a continuous enrolment, 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, or to a Department of Indian Affairs Counsellor at Vancouver Community 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 role 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 each class is limited to 15 students. A wide variety of experiences, including lectures, 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, babysitting, and a training allowance to be used in budgeting for personal needs. Apply to the Department of Rehabilitation and Social Improvement for details.

TRAINED FAMILY AIDE

■ The Trained Family Aide is a course in basic housekeeping skills designed to prepare the successful graduate for work either in homes as homemaking assistants or in rest homes, convalescent homes, hospital lodges and motels as kitchen helpers or housekeeping staff. The content of the course is also valuable as a preparation for effective management of their own homes and children.

COURSE CONTENT:

Food Preparation and Serving
Menu Planning
Food and Supplies Purchasing
Budget Control
Household Cleaning and Laundry Procedures
Care and Use of Appliances
Care of Children
Care of the Aged

TRAINING PROCEDURE:

Lessons, demonstrations and practical work in large residence with field practice in a variety of selected homes.

ENTRANCE REQUIREMENTS:

Age: Minimum 18 years.

Education: No specific educational standard required.
Grade 10 desirable.

Should have the basic skills in reading, writing, and simple arithmetic.

General:

A trainee should be of good character with a strong sense of responsibility, be neat and clean in personal appearance and habits and be in good physical and mental health. She should have a sincere interest in homemaking skills, and in working with adults and children in health and in illness. She should be able to give and follow directions.



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 experiences, 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.



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

- To determine the student's achievement level in communication, social, and academic skills when he begins the program.
- To diagnose specific areas in which the student requires assistance.
- To observe his rate of progress.
- 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

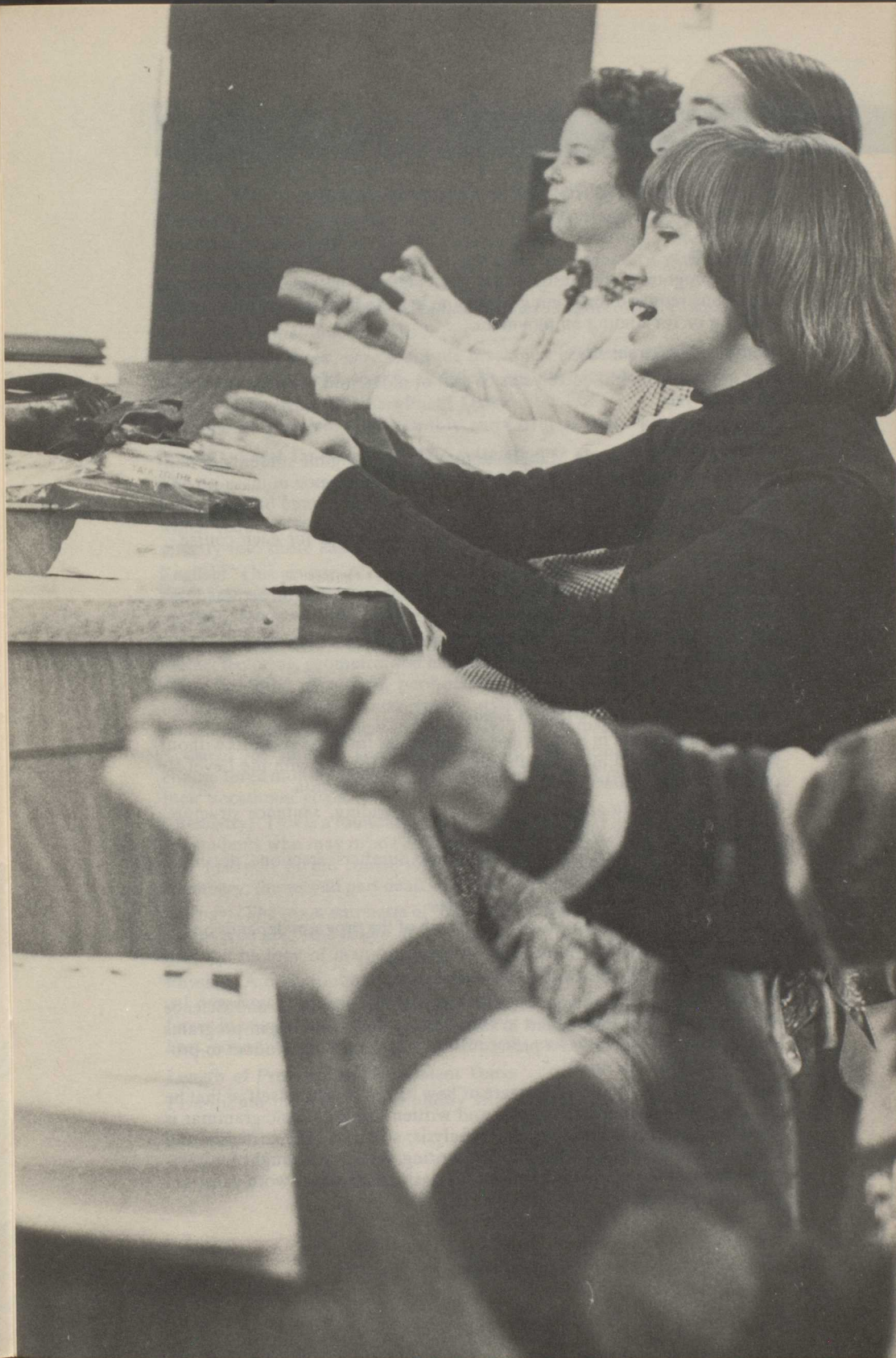
Communication skills, English, Mathematics and Science, Social and Vocational Counselling.

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, B.C. or to the instructor of the Deaf at Vancouver Community College, Special Programs Division.



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

\$15.00 per term. 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 Enrolment Dates

There is a continuous enrolment. 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 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, hypotenuse rule, ratio and proportion. 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 Enrolment Dates

Four-month program with monthly enrolment 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, logarithms, slide rule.

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.

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.

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.

COLLEGE FOUNDATIONS PROGRAMS

SUMMER TERM—1974—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, 1974	First day of Summer "a" Term.
May 1 - 2:	Registration for courses taught "a" and "a-b" Terms.
May 6:	First day of classes.
May 7 - 9:	COURSE CHANGE and LATE REGISTRATION PERIOD.
May 20:	Victoria Day: VCC closed.
May 31:	Last day for REFUNDS.
June 7:	Last day for OFFICIAL WITHDRAWAL from courses.
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.
August 5:	B.C. Day: VCC closed.
August 19 - 21:	Term-end examinations.
August 31:	Last day of Summer Term.

FALL TERM—1974

September 1, 1974	First Day of Fall Term.
September 2:	Labour Day: All centres closed.
September 3 - 4:	Registration for Fall Term, day and evening classes.
	Registration for all centres at Special Programs Division.
September 5:	First day of classes, day and evening.
September 6, 7 - 11:	COURSE CHANGE and LATE REGISTRATION PERIOD.
October 4:	Last day for REFUNDS.
October 14:	Thanksgiving Day: VCC closed.
November 11:	Remembrance Day: VCC closed.
November 15:	Last day for OFFICIAL WITHDRAWAL from courses.
December 10:	Last day for DAY CLASSES.
December 11 - 13:	Term-end examinations.
December 25:	Christmas Day: VCC closed.
December 26:	Boxing Day: VCC closed.
December 31:	Last day of Fall Term.

SPRING TERM—1975

January 1, 1975	First day of Spring Term: New Year's Day: VCC closed.
January 2 - 3:	Registration for all classes at Special Programs Division.
January 6:	First day of instruction for day and evening classes.
January 6 - 8:	COURSE CHANGE PERIOD and LATE REGISTRATION.
January 31:	Last day for REFUNDS.
TBA	Heritage Day: VCC closed.
March 14:	Last day for OFFICIAL WITHDRAWAL from courses.
March 28:	Good Friday: VCC closed.
March 31:	Easter Monday: VCC closed.
April 18:	Last day of CLASSES.
April 21 - 23:	Term-end examinations.
April 30:	Last day of Spring Term.

SUMMER TERM—1975

"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, 1975	First day of Summer "a" Term.
May 1 - 2:	Registration for courses taught "a" and "a-b" Terms.
May 5:	First day of classes.
May 5 - 7:	COURSE CHANGE AND LATE REGISTRATION PERIOD.
May 19:	Victoria Day: VCC closed.
May 30:	Last day for REFUNDS.
June 6:	Last day for OFFICIAL WITHDRAWAL from courses.
June 18 - 20:	"a" Term Final Examinations; "a-b" mid-term examinations.
June 23 - 30:	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.
August 4:	B.C. Day: VCC closed.
August 20 - 22:	Term-end examinations.
August 31:	Last day of Summer Term.

COLLEGE FOUNDATIONS PROGRAM

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.

■ Fee Refunds:

The scale below indicates the rates at which refunds will be granted to students who withdraw from the College or from a course which qualifies for a refund. Refunds are not processed until the beginning of the month following registration.

NOTE: No refund is granted on "Late Registration", "Course Change", or "Student Service Fee".

■ Scale of Refunds:

Withdrawal in 1st or 2nd week of instruction—80% of the tuition fee.

Withdrawal in 3rd or 4th week of instruction—50% of the tuition fee.

Withdrawal after the 4th week of instruction—no refund.

NOTE: A student withdrawing from the College before the 1st day of instruction will receive a full refund minus a registration fee of \$2 per course to a maximum of \$10.00.

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 Community College, Special Programs Division, 2750 Oak St.; 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.

During the Summer Term, day and evening classes are 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 Community 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 Student Services Office so that adjustments can be made to their schedules. Students in the evening 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 or two evenings a week for evening 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 Student Services Office, for shift workers to alternate between day and evening 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 the 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 lead 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 Community Colleges of British Columbia Certificate of Grade XII equivalency which is the equivalent of a British Columbia Department of Education Grade 12 Certificate.

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, and/or evenings. Classes are offered at the Special Programs Division, John Oliver and Vancouver Technical Secondary schools.

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 Student Services Office on or before the last day for course withdrawals.

The last day for official withdrawal from courses in each term is listed on pages 18 and 19 of the calendar.

Community Colleges Certificate:

To obtain a "Community Colleges Certificate", a student must complete an application at the Student Services 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.

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 selected from "3" above.

B. GENERAL EDUCATION OPTION

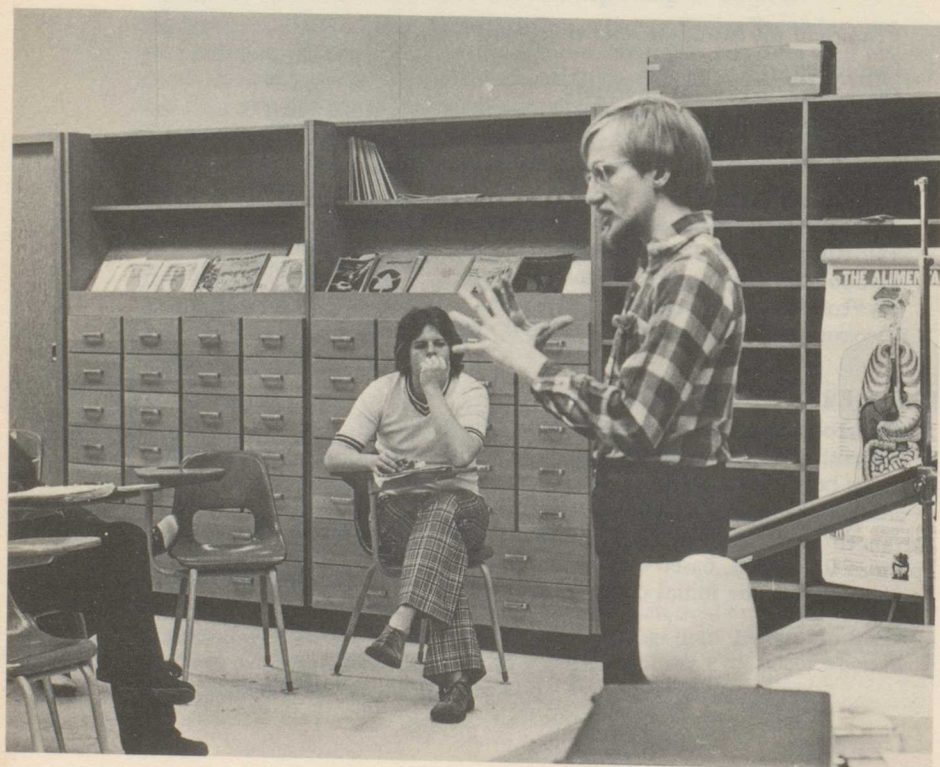
1. Two courses in Canadian Viewpoints CV 081 and 091.
2. Ten other courses, as described on pages 27 to 36, at least four of which must be at the 08, 09 level. These include Mathematics 061 or 062 and Mathematics 071 or 072 but not both of either pair.

Advanced credit towards the Community College 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 062 deals with 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, depreciation.

GENERAL BUSINESS 082 (General Business 12)

"You and Your Job." The course includes a study of employment, labor laws and unions, Canada Pension Plan, Unemployment Insurance, Workmen's Compensation, Medicare, Home Ownership, Car Insurance, and Social Assistance. Job search techniques are examined.



GENERAL BUSINESS 092

(General Business 12)

"You and Your Money." The course includes a study of personal credit buying, consumer protection legislation, saving plans such as bonds and insurance, investment portfolios, contract law and business organization.

OFFICE PRACTICE and ORIENTATION 082

(Office Practice 12 and Office Orientation 12)

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: Communications English 051 or its 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 and 072

(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.

Typing 072 is 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: English 051 or equivalent.

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: Communications 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. The 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.
Fall term only.

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. Participation is good preparation for the provincial General Educational Development (G.E.D.) tests.

There is one hour of lecture and four 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
(Mechanics 11)

Auto mechanics: Fundamentals of automobile mechanics; engine, fuel systems, lubrication systems, electrical systems; engine testing, trouble-shooting 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
(Mathematics 9 and 10)

Beginning Mathematics for College Students

This course is designed to provide *mature* students with a review of arithmetic. Because a modern and adult approach is used, a good foundation to Modern Algebra is provided. It includes: introduction to sets, working with decimals and common fractions, percent, ratio and proportion, elements of geometry, and elementary algebra. Word problems are practiced throughout the course. Students who have had difficulty with mathematics and students who have not taken mathematics beyond grade X and have been out of school for five or more years should seriously consider this course.

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 041 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 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.

Preparatory courses for students writing the G.E.D. test.

Prerequisite: Applied Mathematics (General) 052.

■ **MATHEMATICS 073**
(Geometry) Previously Mathematics 051

This course is a must for those students planning careers in Engineering, Construction, Drafting, etc. and for those continuing in Mathematics beyond the Grade 12 level. It is also highly desirable for *all* students planning on taking academic mathematics courses. The course includes: Basic figures of Geometry, angles, and perpendicular lines, parallel lines and planes, congruent triangles, applying congruent triangles, quadrilaterals, similar polygons, the right triangle, circles, plane and solid figures, constructions, introduction to trigonometry.

Prerequisites: MA 041 or equivalent. MA 061/071 or equivalent preferred.

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 Community College Certificate in French. Classwork stresses development of 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.

Fall term only.

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 certificates 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)

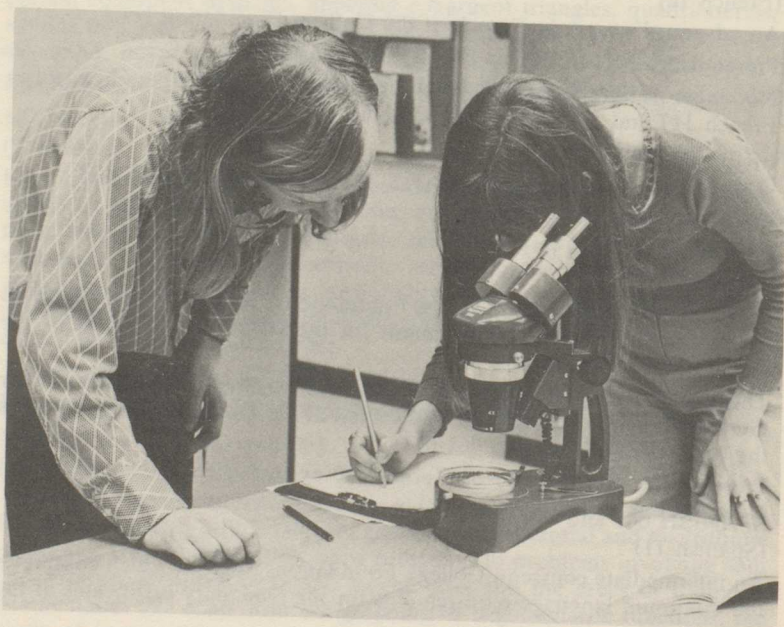
This elementary course in science introduces students to: matter, the atom, chemical activity, the periodic table, and basic organic and in-organic chemistry. Vocational Science 041 and 051 can be studied together or in either order.

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)

The central theme of this course is ecology, including human ecology. Examination of major groups of plants, and microbes from an ecological and medical viewpoint are also topics included. Field trips to local areas are undertaken.



BIOLOGY 071 (Biology 11)

The two major foci of this course are evolution and the diversity of animal life. This includes human evolution and animal behavior. Dissections of major forms of animal life comprise many of the laboratory investigations. Adaptations of animals to their environment are stressed. Field trips augment the above themes.

BIOLOGY 083 (Biology 12)

Cellular Biology and Genetics.

- Prerequisites: Chemistry 061 or Chemistry 11
Preferred: Biology 061 and 071, or Biology 11

BIOLOGY 093 (Biology 12)

Physiology and Anatomy

- Prerequisites: Chemistry 061 or Chemistry 11
Preferred: Biology 061 and 071, or Biology 11

Biology 083 and 093 are directed towards those students interested in a more detailed study of organisms, especially man, at the cellular and organ level.

- A student completing any two from Biology 061, 071, 083, and 093 may obtain transfer credit for Biology 11. All four will give credit for Biology 11 and 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.

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.

PHYSICS 061
(Physics 11)

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

- Prerequisite: Mathematics 061 must be taken before or with Physics 061. Physics 061 and 071 may be taken concurrently or in either order.

PHYSICS 071
(Physics 11)

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

- Prerequisite: Mathematics 061 must be taken before or with Physics 071. 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.

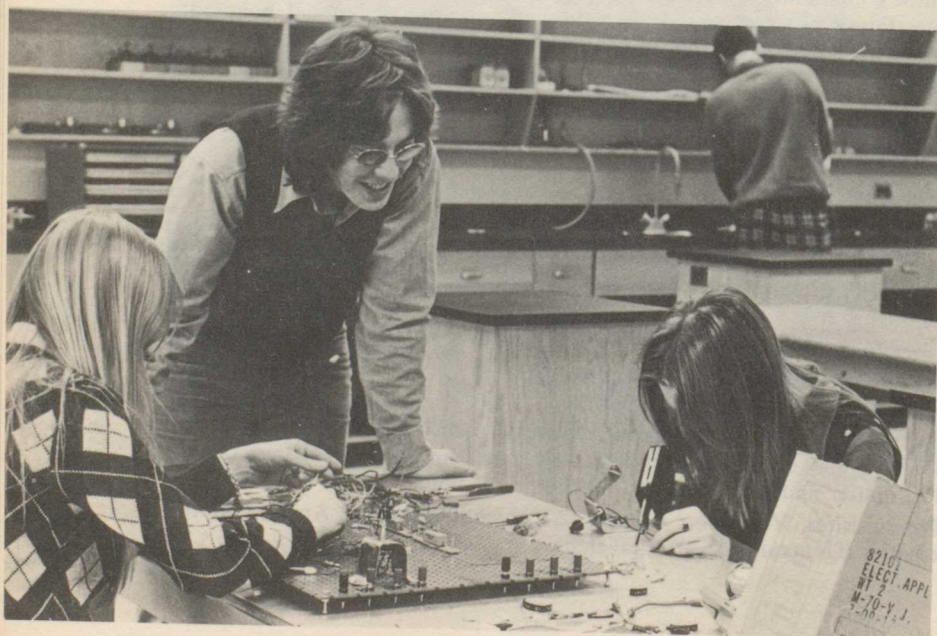
Physics 083 and 093 may be taken concurrently or in either order.

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.



SOCIAL SCIENCES

ECONOMICS 094
(Economics 11)

Insights into Economic Society:

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

ECONOMICS 095
(Economics 11)

Canadian Economic Society:

In this course some basic economic concepts are applied to provide some understanding of the Canadian Economy in Operation. Some major questions 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).

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, it is recommended that students take Geography 094 first in order to give greater meaning to Geography 095.

GEOGRAPHY 096
(Geography 12)

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

To be offered Fall Term only.

GEOGRAPHY 098
(Geography 12)

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).

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
(History 12)

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

To be offered Fall Term only.

GENERAL EDUCATION DEVELOPMENT (G.E.D.) TESTING

Special Programs Division has been designated as the Vancouver G.E.D. testing centre. You may prepare for these tests by enrolling in certain College Foundations courses. For more information contact one of our counsellors.

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 only.

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.

ENGLISH LANGUAGE TRAINING

(Formerly English for New Canadians) Beginner, 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.

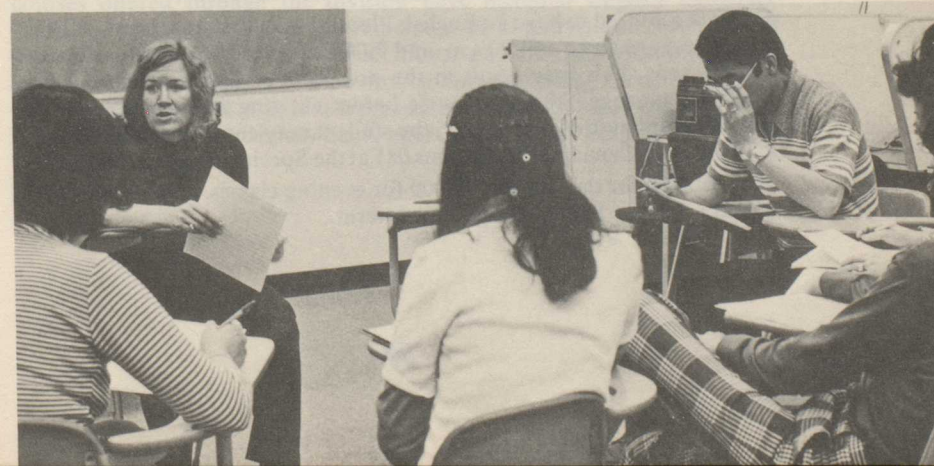
Students are taught to read signs, directions, instructions and to recognize patterns that they have learned orally. There is specially graded reading material available for assessing and improving one's reading level. Students also are taught spelling, sentence construction, and paragraph and letter 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 monthly program lasts up to 20 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 continuous enrolment.

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 continuous 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 Strathcona School, 500 East Pender Street.

Enrolment:

For full-time classes contact your local Canada Manpower office re eligibility. For fee paying classes telephone 731-4614 (local 44) Monday to Friday 9:00 a.m. to 9:00 p.m. or come to 2750 Oak Street, Room 206 at the above times.

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 the level required for guaranteed success in regular college classes. Intensive instruction 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. Enrol 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 Viewpoints 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.

MUSIC

- The new music program at V.C.C. will be primarily directed towards the training of young musicians in performance skills. A limited number of students will be accepted on all orchestral instruments, piano, voice and composition. Training will include the essentials of music theory and history and a special course designed to inform students of Canadian music and opportunities for musicians in Canada. Special provision will be made for students interested in modern arranging and commercial music techniques. In addition to participating in regular orchestra, chamber music and choir ensembles, students will also have options available in other performing and liberal arts courses. Some of the regular music courses will be available to part-time students on "space-available" basis.

However, the core of the full-time music performance will be private instruction. As only a limited number of students can be accepted into the program, auditions and entrance examinations for placement will be held in June. Those interested must apply to Vancouver Community College, Special Programs Division, 2750 Oak Street for a detailed music brochure which will soon be available. Students who have college entrance deficiencies may be accepted into the music program but they should see a Special Programs Counsellor for information on courses designed to make up their deficiencies.

SPECIAL PROJECTS

Special projects are courses offered by the Vancouver Community 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 Community College at 2750 Oak Street. 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 projects 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, Instruction
McInnis, J. L.	Administrative Assistant, Administrative & Student Services

COUNSELLORS

Greenall, D. J.	Chairman
Brooks, H.	
Herridge, E. L.	
Husband, J. D. T.	
Nelson, G.	
Neville, D.	

FACULTY

Anderson, M.	English Language Training
Anderson, T.	Basic Employment Skills Training
Andrews, R.	History
Antonelli, V.	English Language Training
Armstrong, G.	Basic Education
Aspinall, J.	English Language Training
Bain, M.	English Language Training
Bain, W.	Interpreters for Deaf
Ballin, P.	Biology
Behnke, R.	Mathematics
Behnke, W.	Economics, Geography
Bell, A.	English Language Training
Benetti, J.	English Language Training - Department Chairman
Bennett, M.	French
Biggsby, K.	English
Bottlinger, W.	Vocational Orientation for Deaf
Bouvier, D.	English
Bowers, B.	English Language Training, English
Bowman, R.	Canadian Viewpoints
Brodych, J.	English Language Training
Brown, D.	English Language Training
Brown, G.	English, Mathematics
Brown, J. D.	English, Social Sciences, Commerce, Basic Education, Department Chairman

Browning, W.	Mathematics
Burn, P.	English Language Training
Cameron, B.	Basic Education
Cameron, N.	Mathematics
Casey, C.	Mathematics, Science - Department Chairman
Caulfield, B.	English Language Training
Chaisson, S.	East End Project, B.T.S.D.
Champion, H.	Mathematics
Chang, B.	English Language Training
Chan-Henry, E.	Chemistry
Chard, J.	English Language Training
Cheung, S.	English Language Training
Coates, H.	Indian Assessment, Orientation & Upgrading
Collins, D.	English Language Training
Convery, J.	East End Project, B.T.S.D.
Cooney, J.	English Language Training
Copley, J.	English Language Training
Cosco, F.	English Language Training
Creech, R.	Music Coordinator
Cunningham, H.	English Language Training
Dahlquist, H.	English, Biology
Doheny, N.	English Language Training
Dosangh, R.	English Language Training
Early, M.	English Language Training
Edgcumbe, D.	English Language Training
Engineer, S.	English, History
Essig, J.	Improve Your Pronunciation
Evans, G.	English Language Training
Fast, M.	English Language Training
Findly, A.	English Language Training
Forbes, E.	Physics
Fornelli, F.	English Language Training
Funk, J.	Biology
Fussell, R.	Economics, Canadian Viewpoints, Commerce
Gardiner, E.	English
Gracey, K.	English Language Training
Grady, B.	English Language Training
Grant, S.	Mathematics
Griffin, G.	Basic Employment Skills Training - Program Assistant
Hall, E.	English Language Training
Hazell, J.	English Language Training
Herbison, H.	East End Project, B.T.S.D.
Hillier, C.	Mathematics
Hill, J.	English Language Training

Hindmarch, G. English
 Ho, G. Bookkeeping, General Business
 Ho, M. English Language Training
 Holdcroft, M. English Language Training
 Hole, R. English Language Training, College
 Foundations — Program Assistant
 Holm, H. English, Reading and Study Skills
 House, J. English Language Training
 Hutchings, W. English Language Training —
 Program Assistant
 Inman, R. English Language Training
 Inman, S. English Language Training
 Irvine, L. East End Project, B.T.S.D.
 Jansen, C. English Language Training
 Jeppesen, A. English Language Training
 Jiwani, P. Audio-Visual — Program Assistant
 Joe, G. English Language Training
 Johal, B. Mathematics, Physics
 Johnson, B. English Language Training
 Johnstone, J. Mathematics, Chemistry
 Joubert, E. Physics
 Katz, N. English Language Training
 Kellett, M. English Language Training
 Kellough, C. Canadian Viewpoints, English,
 Writing Clinic
 Kennedy, P. English Language Training
 Kershaw, A. English Language Training
 Khosla, V. English Language Training
 Kingsley, M. English Language Training
 Kinsella, N. English Language Training
 Kirby, L. Biology
 Kline, J. English Language Training
 Kruyer, B. Vocational Orientation for Deaf —
 Program Assistant
 Labrum, H. English Language Training
 Lear, P. Mathematics
 Ling, S. English Language Training
 Little, B. English
 Little, M. Physics, Biology, Mathematics
 Littleboy, P. Basic Training Skills Development
 Department Chairman
 Lo, Y. English Language Training
 Low, G. English Language Training
 MacDonald, E. English Language Training
 MacFarlane, J. English Language Training
 MacKinlay, K. English Language Training
 MacLeod, E. Mathematics
 MacNab, J. English, Mathematics
 Mandzuik, B. Vocational Orientation for Deaf —
 Program Assistant

Marantz, H. Mathematics
 Maroun, D. Physics
 McDonald, B. Employment Orientation for Women
 McElroy, S. East End Project, B.T.S.D.
 McLaren, G. English Language Training
 McNeill, M. English Language Training
 McWhirter, A. English Language Training
 Meaker, L. English Language Training
 Meyer, R. English Language Training —
 Acting Department Chairman
 Mercer, R. English Language Training
 Milligan, L. English Language Training
 Minnis, J. English, Mathematics
 Morbin, D. English, Mathematics
 Morelli, N. English Language Training
 Nashman, B. English Language Training
 Nehring, M. English Language Training
 Nicholls, M. Basic Education
 Nicholson, B. Typing, Bookkeeping, Shorthand
 Norris, P. English Language Training
 Novy, M. Chemistry — Program Assistant
 Oastler, J. English Language Training
 Oreck, C. English Language Training
 Owen, S. Biology
 Paone, D. English Language Training
 Parkinson, M. Mathematics
 Petersen, T. English Language Training
 Pletcher, B. Reading & Study Skills
 Powell, L. Basic Employment Skills Training
 Department Chairman
 Quinn, T. English Language Training
 Ramsbottom, N. General Business, Office Practice,
 Typing
 Read, N. English Language Training
 Reid, B. Vocational Science, Physics
 Reid, G. Canadian Viewpoints, Writing Clinic
 Richards, B. English Language Training, English
 Rix, E. Basic Education
 Robinson, M. Geography
 Rooney, S. English Language Training
 Russell, P. English Language Training
 Saso, E. English Language Training
 Sawkins, M. English Language Training
 Scholefield, S. English Language Training
 Selman, M. English Language Training
 Shaw, G. English Language Training
 Shorthouse, A. English Language Training
 Siemens, J. East End Project, B.T.S.D.
 — Program Assistant

Smith, B.
Smith, E.
Smith, G.
Soga, L.
Steele, S.
Stusiak, A.
Szasz, M.
Tai, S.
Taylor, A.
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Wilson, G.
Wilson, R.
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Wright, B.
Wu, J.
Yeung, K.
Yildez, N.
Yip, A.
Zbasky, C.
Zysblatt, L.

English Language Training
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English Language Training
Basic Education

Chemistry
English Language Training
English Language Training
English Language Training
English Language Training
English
English Language Training
English Language Training
Department Chairman

English
English Language Training
English Language Training
English Language Training
Mathematics
Trained Family Aide
English Language Training
English Language Training
English Language Training
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English Language Training

On March 11, 1974, our name was changed from Vancouver City College to Vancouver Community College.



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