



KING EDWARD CAMPUS
CALENDAR 1990 - 1991

VANCOUVER
COMMUNITY
COLLEGE



KING EDWARD CAMPUS

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WELCOME TO VANCOUVER COMMUNITY COLLEGE



At Vancouver Community College, we attempt to make your learning personal. If you work at it, your time with us will be enjoyable as well as productive.

Please get to know your instructors and the other students in your program - they can be a great help to you. As well, take the time to meet with students in other programs, with other interests, and with different backgrounds. Join in the campus activities. All of these are important parts of your education.

By coming here, you have made a conscious decision to pursue learning seriously. You want to get the education or re-training necessary for employment or more advanced studies. Keep that goal in sight at all times and pursue it enthusiastically.

Vancouver Community College can be stimulating, valuable, and fun. We will help you become what you wish to be. We trust that you will take advantage of all the learning opportunities that will surround you.

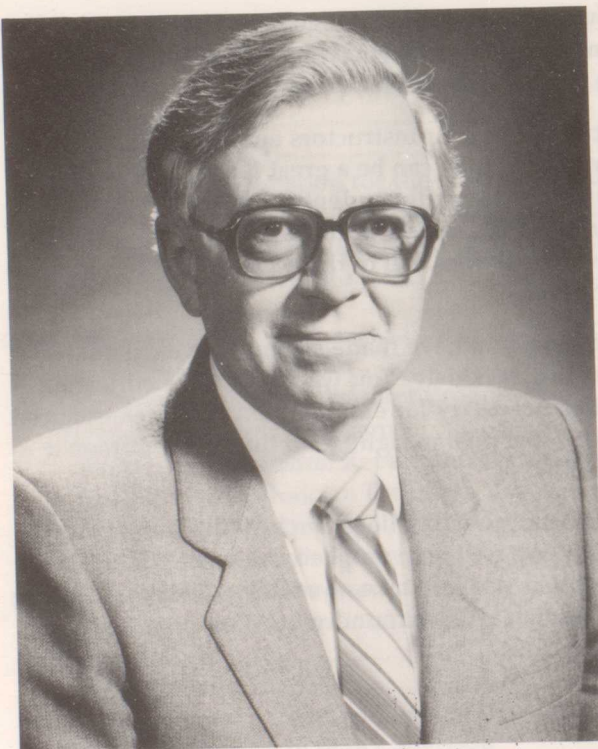
Welcome.

Sincerely,

A handwritten signature in cursive script that reads "Paul Gallagher".

Paul Gallagher
President

MESSAGE FROM THE PRINCIPAL



Welcome to King Edward Campus!

This campus of Vancouver Community College is important because it offers wonderful opportunities for adult students to begin or continue their education. Three elements of the campus are present to help students in their educational plans.

First of all, there are courses and programs available in English as a Second Language, Adult Basic Education and Careers. From there students may choose that which is most helpful to them in preparation for life and work.

Secondly, there are faculty staff and administration who are competent and experienced in helping students choose courses and programs and then helping them daily in achieving success in their chosen fields of study.

Thirdly, there is the most important element of this campus, the 5,500 students who work together, live together and learn together with their instructors.

King Edward Campus is a great place for those who work and learn here. I know it can be the same for you.

Lawrence Fast

Lawrence Fast

Principal

KING EDWARD CAMPUS ADMINISTRATION

Brawley, B.	Manager, Assessment Services
Chui-Chai, D.	Communications Officer
Dorn, D.	Chair, ESL Division
Fast, L.	Principal
Groves, P.	Dean of Instruction and Student Services
Kelly, K.	Financial and Ancillary Services Officer
Lewindon, S.	Chair, Career Division
Lucas, S.	Executive Assistant, Instruction
Nobel, B.	Chair, ABE Division
Otteridge, P.	Administrative Manager
Sylvester, G.	Associate Dean of Student Services

VANCOUVER COMMUNITY COLLEGE
KING EDWARD CAMPUS LIBRARY

THIS IS KING EDWARD CAMPUS



V.C.C. King Edward Campus, has the longest tradition of post-secondary education in British Columbia. It was named after King Edward VII, who was the reigning head of state of Great Britain and the Dominion of Canada at the beginning of this century.

King Edward Campus started in 1904 as Vancouver's second high school. It also served as a centre for McGill University and was a forerunner of the University of British Columbia.

Further academic and vocational programs and courses for adults were introduced in the 1920's. By 1962, King Edward Campus was fully committed to Adult Education.

In 1965, King Edward Campus became part of Vancouver City College linking up with the Vancouver School of Art and Vancouver Vocational Institute. In 1970, the Langara Campus which offers two year arts, sciences and career programs joined the College.

The College separated from the Vancouver School Board in 1974 and became Vancouver Community College.

In 1983, the King Edward Campus moved from its original location at 12th and Oak to 1155 East Broadway in the heart of Mount Pleasant.

Currently, K.E.C. offers a variety of programs and courses, including the following:

The Adult Basic Education Division offers academic and vocational upgrading and Adult Special Education programs.

K.E.C. has the largest English as a Second Language Program in North America. E.S.L. classes are taught in over 40 locations.

The Career Division consists of a two year university transfer Music Program, a Pharmacy Technical Assistant Program, Institutional Aide, a Department of Sign Language Studies and a Technical Training Centre which offers a Diesel Technician Program and the following programs in Automotive training: Automotive Painting and Refinishing Technician Program, Automotive Technician Program, Automotive Collision Repair Technician Program.

GENERAL INFORMATION

King Edward Campus provides educational opportunities for those who wish to:

- train or retrain for employment;
- upgrade for their present work;
- obtain a community college certificate in Adult Basic Education (ABE) or the Ministry of Advanced Education and Job Training ABE Provincial Diploma (Adult Grade 12);
- write the General Educational Development (GED) tests;
- complete a Grade 12 program already started;
- upgrade in academic subjects;
- improve their reading, writing and study skills;
- learn English as a second language;
- pursue careers in Technical Training, Music, Health and Community Service and Small Business Development areas.

BASIC QUALIFICATIONS:

Only students who are 18 years of age or older, or who have been out of school at least 12 months, may attend classes before 2:30 p.m. except for courses specifically designed for young adults. Evening students must be 15 years of age or older and not attending secondary school, unless recommended to King Edward Campus by their principals. As some programs have specific age requirements, students should check all programs regarding this particular information.

ADMISSION REQUIREMENTS:

(a) Citizenship:

The applicant must be a Canadian citizen or permanent resident; exceptions are considered only if he/she has applied for permanent residency and is designated as such by the Federal Government; is a member, or direct dependent of a member, of the diplomatic corps; or is being considered under the Foreign Domestic Movement Program (F.D.M.).

Proof of citizenship, residency, diplomatic status, refugee status or (F.D.M.), may be requested.

(b) International Students:

- i) Persons not eligible to enrol under (a) may be considered for International Student status.
- ii) If admission is granted, the Government of British Columbia requires that all International Students and/or their dependents pay all costs, direct and indirect, for education and related services. Such costs will be set in accordance with the College Policy on Cost-Recovery Courses/Programs or as determined by the College's International Education Committee.
- iii) At time of application for admission to Vancouver Community College, International Students must present proof of academic qualifications and proof that they are legally in Canada.

ASSESSMENT/PLACEMENT:

Adult Basic Education (ABE)

Placement Assessment

(determines one's appropriate placement levels)

Assessments in:

Reading, Writing and Mathematics (1 hour)

Accounting (2 hours)

Typing (three 5 minute timings)

- A non-refundable fee of \$10.00 for each ABE assessment. (Cash or Visa Please - No cheques)
- Results are valid for 1 year.
- Schedules and sample questions are available through the Assessment Centre, Admissions, and the Counselling Services.

English As A Second Language Assessment

Students whose first language is not English will need an assessment of English language proficiency in order to be placed in ESL courses at King Edward Campus. The English as a Second Language assessments consist of:

Desk Test (Beginners and Intermediate - approximately 1 hour)

- A non-refundable fee of \$10.00. (Cash or Visa please - No cheques)
- An appointment is necessary.
- Results are valid for 6 months.
- Sample questions are available through the Assessment Centre.

OR

English Language Assessment - E.L.A. (Advanced)

(3 hour written test and a 15 minute oral interview)

- A non-refundable fee of \$30.00, including a \$10.00 deposit.
(Cash or Visa Please - No cheques)
- An appointment must be made in person only.
- Results are valid for 6 months.
- Sample booklets are available through the Assessment Centre, Admissions, and the Counselling Services.

ALL ASSESSMENTS CAN BE TAKEN ONLY
EVERY FOUR MONTHS

SPECIAL NEEDS STUDENTS:

King Edward Campus offers learning opportunities for young people and adults with a wide range of needs. To help make the College more accessible to special needs students, assistance is available to those who meet admission requirements. Applicants are encouraged to contact the Special Needs Counsellor as early as possible in their educational planning. Services which may be available to special needs students include:

- interpreters for the hearing impaired;
- peer tutors and note takers;
- braille and talking textbooks;
- career, educational and personal counselling;
- assistance with registration and admissions procedures;
- referral to other college and community resources.

The campus is wheelchair accessible and provides parking for the disabled. For further information contact the Counselling Department.

ADMISSIONS APPEAL PROCESS:

Students who wish to appeal their admissions status should direct their appeal to the office of the Associate Dean of Student Services on the 4th Floor of King Edward Campus.

SHIFT WORKERS:

Arrangements are made for shift workers to coordinate their class and work schedules when possible.

ATTENDANCE:

Absence for any cause does not relieve students of the responsibility for completing assignments and examination requirements.

Student Identification Cards:

At registration each student will be provided with a Student Identification Card. This card, is valid only for the dates shown on it. It must be presented upon request when material is taken from the Library Resource Centre. It is also useful identification outside the Campus. For these reasons it should be guarded carefully. Replacement I.D. Cards can be purchased for \$5.00 from the Student Records Office.

NAME/ADDRESS CHANGE:

Please report name and address changes to the Student Records Office without delay. Changes to official College records can be made only after receipt of appropriate documentation.

CONDUCT:

For any institution to function effectively, there must be cooperation, courtesy and respect. Generally accepted standards of behaviour are expected of all students, faculty and staff.

All of us use common property facilities. Just as you appreciate equipment and facilities that are clean and functioning properly, so do others. Extra costs of cleaning and repairing damaged and misused common property eventually become your costs as well.

Show your consideration for the College by treating common property with respect. Please do not litter or mark walls, elevators and washrooms.

Take Pride in Yourself

Take Pride in Your Work

Take Pride in Your Institution

IMPORTANT DATES
REGISTRATION

AUGUST, 1990

August 13, 14	College Foundations and International Education (continuing students) registration
August 20, 21	College Foundations (new students) registration
August 23	ESL English Language Skills (continuing spring students) registration
August 27	ESL College Preparatory English (continuing /Langara students) registration
	ESL English Language Skills International Education (continuing students) registration
August 28	International Education College Preparatory English (returning and transfer students) registration
August 29	Music registration
	ESL English Language Skills (continuing summer students) registration
	ESL English as a Second Language Vocational registration
August 30	Music registration
	ESL English Language Skills (transfer /returning/new students) registration
August 31	ESL College Preparatory English (new students) registration

SEPTEMBER, 1990

September 4	College Foundations registration
	Basic Education registration
	Music registration
September 5	College Foundations late registration
	ESL Outreach Canadiana Centre registration
	Music registration
September 6	College Foundations late registration
	Music (part-time students) registration
September 10	ESL Outreach registration
	ESL Outreach (KEC North returning students) registration
September 11	ESL Outreach registration
	ESL Outreach (KEC North new students) registration

September 12	College Foundations late registration (last day for double block classes)
September 19	College Foundations late registration (last day for single block classes)
September 21	ESL Outreach registration (last day)
September 25	ESL Vocational registration

OCTOBER, 1990

October 23	ESL Vocational registration
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NOVEMBER, 1990

November 20	ESL Vocational registration
November 26, 27	ESL Outreach (KEC North continuing students) registration

DECEMBER, 1990

December 6	ESL Outreach Canadiana Centre (continuing students) registration - night classes
December 7	ESL Outreach Canadiana Centre (continuing students) registration - day classes
December 10, 11	College Foundations (continuing students) registration
December 12, 13	College Foundations (new and returning students) registration
December 14	ESL College Preparatory English and English Language Skills (new International Education students) registration
December 17	ESL College Preparatory English (continuing /Langara students) registration
	ESL English Language Skills (International Education students) registration
December 18	ESL English Language Skills (continuing students) registration
	ESL International Education (continuing students) registration
	English as a Second Language - Vocational registration (KEC North)
December 19	ESL English Language Skills (transfer/returning/new students) registration
December 20	ESL College Preparatory English (transfer/returning/new students) registration

JANUARY, 1991

January 2	College Foundations registration
	Basic Education registration
	ESL Outreach Canadiana Centre (new students) registration
January 3, 4	Music registration
	College Foundations late registration
January 10	College Foundations late registration (last day for double block classes)

January 17	College Foundations late registration (last day for single block classes)
January 25	ESL Outreach registration (last day)
January 29	ESL Vocational registration

FEBRUARY 1991

February 26	ESL Vocational Registration
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MARCH 1991

March 22	ESL Outreach Canadiana Centre (continuing students) registration
March 25	ESL Vocational registration
March 26	ESL English Language Skills (continuing students) registration
March 27	ESL English Language Skills (returning/transfer students) registration
March 28	ESL English Language Skills (new students) registration

APRIL 1991

April 2	ESL Outreach Canadiana Centre (continuing students) registration
April 3	ESL Outreach Canadiana Centre (new students) registration
April 8	ESL Outreach registration
April 15	College Foundations (continuing students) registration
April 16	College Foundations (continuing students) registration
April 17, 18	College Foundations (returning/new students) registration
April 22	ESL College Preparatory English and English Language Skills (new International students) registration
April 23	ESL College Preparatory English (continuing/Langara students) registration ESL English Language Skills International Education (continuing students) registration ESL Vocational registration
April 24	ESL College Preparatory English (returning/transfer students) registration
April 25	ESL College Preparatory English (new students) registration
April 26	ESL Outreach registration (last day)
April 29	College Foundations registration
April 30	College Foundations late registration Basic Education registration

MAY 1991

May 1, 2	College Foundations late registration
May 3, 6	Music registration
May 8	College Foundations late registration (last day)
May 28	ESL Vocational registration

JUNE 1991

June 24	College Foundations "B" term registration
June 25	ESL Vocational registration
June 26	ESL English Language Skills (continuing students) registration
June 27	ESL English Language Skills (transfer/returning students) registration ESL English Language Skills (new students) registration

JULY 1991

July 2	Basic Education registration
July 9	College Foundations "B" term registration (last day)
July 30	ESL Vocational registration

AUGUST 1991

August 12, 13	College Foundations (continuing students) registration
August 14, 15	College Foundations (returning/new students) registration
August 22	ESL English Language Skills (continuing spring students) registration
August 26	ESL College Preparatory English (continuing/Langara students) registration ESL English Language Skills International Education (continuing students) registration
August 27	ESL College Preparatory English (transfer/returning students) registration
August 28	ESL English Language Skills (continuing summer students) registration ESL Vocational registration
August 29	ESL English Language Skills (transfer/returning students) registration ESL English Language Skills (new students) registration
August 30	ESL College Preparatory English (new students) registration

Please check with Admissions Department for times of registration.

ASSESSMENT CENTRE

Office: Room 4031
Telephone: 875-6111, Local 714

ADULT BASIC EDUCATION (ABE) PLACEMENT ASSESSMENT

Assessments in Accounting, Mathematics, Reading, Typing and Writing are available through the Assessment Centre.

A non-refundable fee of \$10.00 is charged for each ABE assessment (i.e. Mathematics assessment \$10; Reading assessment \$10; Writing assessment \$10). These assessments are not examinations - they are tests designed to help students determine their appropriate placement levels. Assessment results may be used in lieu of school transcripts for admission to courses or programs that have special prerequisites. The assessment results are recognized at the City Centre and Langara campuses and by BCIT.

Most ABE assessments take approximately an hour to complete. Sample questions for the Mathematics, Reading and Writing assessments are available through the Assessment Centre, Admissions, and the Counselling Services. Results are good for 1 year.

MATHEMATICS ASSESSMENT (1 HOUR)

The Mathematics assessment determines skills in the following:

1. Basic Arithmetic
2. Basic Algebra
3. Intermediate Algebra
4. Basic Geometry (optional)

READING ASSESSMENT (55 MINUTES)

The Reading assessment determines:

- vocabulary level
- comprehension level

A Basic Education English assessment is available to students who have completed Grades 7/8 or lower, or who have been identified as needing review in basic English skills. Appointments are made through the Basic Education Department (telephone 875-6111 Local 473).

WRITING ASSESSMENT (1 HOUR)

The multiple choice assessment determines skills in: sentence logic, paragraph development, spelling, sentence recognition, grammar, punctuation and mechanics.

ACCOUNTING ASSESSMENT (2 HOURS)

The Accounting assessment determines the student's ability to:

1. a) complete a worksheet
b) prepare an income statement
c) journalize the closing entries from a trial balance entered in the first two columns of a worksheet.

2. Enter transactions provided on General Journal pages.

TYPING ASSESSMENT (30 MINUTES)

The Typing assessment determines current typing speed and suitability for entry into career/business programs and keyboarding courses offered at King Edward Campus. The typing assessment consists

of three 5-minute timed tests.

Appointments for an assessment can be made through the Assessment Centre on Level 4.

ENGLISH AS A SECOND LANGUAGE ASSESSMENT

Students whose first language is not English will need an assessment of English Language proficiency in order to be placed in ESL courses at King Edward Campus. The English as a Second Language assessments consist of:

Placement (Desk) Test (1 hour)

A non-refundable fee of \$10 is charged.

An appointment is necessary.

Results are valid for 6 months.

A preliminary placement test made up of a 30-minute Beginners or Intermediate Grammar test, a 15-minute Intermediate Writing sample, and a 10-minute oral interview. Based on the results of these, the student will:

- a) be assigned the appropriate level of ESL class;
- OR
- b) be referred to take a more complete and comprehensive test - the English Language Assessment (ELA).

ENGLISH LANGUAGE ASSESSMENT (ELA)

A non-refundable fee of \$30 is charged, including a \$10 deposit.

Results are valid for 6 months.

The ELA is an advanced placement test that measures English as a Second Language skills in six areas:

- | | |
|--------------|---------------|
| - vocabulary | - composition |
| - reading | - structure |
| - listening | - speaking |

The ELA lasts for 3 hours. An individual 15-minute oral interview is usually given separately.

You must come in person to make an appointment.

ALL ASSESSMENTS CAN BE WRITTEN ONLY EVERY SIX MONTHS

FEES

(Current Fee/Refund Schedules available from the Admissions counter on the 4th Floor)

All fees must be paid when a student registers. Cheques or money orders should be made payable to "Vancouver Community College". Students whose cheques are not honoured will be excluded immediately from classes. Students are then allowed to complete registration by cash payment of the course fee and an additional fee of \$5.00 per course. Students may also pay by Certified cheque.

STUDENT ADVISORY COMMITTEE FEE

\$1.00 per month.

ADDITIONAL COSTS PER PROGRAM

Students entering a program should have sufficient funds to cover the expenses for the full program. A student attending classes and living at home normally would require funds to cover textbooks, transportation, supplies and specific costs required for the program in which the student is enrolled. Students who are living away from home are responsible for their own board and lodging. No dormitory facilities are available at the College. Textbooks and supplies can be purchased from the Book Store. Financial Assistance is available for students in need.

SPONSORED STUDENTS

Students receiving funds for training from Employment and Immigration Canada, the Unemployment Insurance Commission, the Ministry of Social Services and Housing, or other agencies, should make sure that they will have enough money on hand to cover their expenses, including books and supplies, during the first month. Delays in receiving initial funds may occur, and can produce a serious handicap to training. Students experiencing unusual difficulties with respect to delayed receipt of funds may apply for fee deferrals or emergency loans.

Note: Canada Employment and Immigration Centre sponsored students will receive texts and certain supplies at no cost.

SENIOR CITIZEN TUITION FEE EXEMPTION

Senior citizen residents of B.C., who are 65 years of age or older, are not normally required to pay tuition fees. However, some College courses and programs are limited in size or are specifically employment oriented. In such cases, senior citizens may be required to pay tuition fees.

NON-CREDIT COURSES

Fees for non-credit registration are the same as for credit registration.

WITHDRAWAL, CANCELLATION AND REFUNDS

Students who, for any reason, are unable to continue attending classes should arrange to complete the withdrawal procedure. In order to obtain a partial refund of tuition fees paid, students must see a counsellor and officially notify the College that they have withdrawn.

Details of deadline dates, and amounts of refunds are available at the time of registration and from Student Services staff who offer assistance and advice when problems arise. Students who have to leave the Vancouver area on short notice should have a member of the family or a friend come to the Campus to complete the withdrawal procedure. Students who wish to obtain partial tuition refunds must produce fee receipts, or duplicates of them, when withdrawing.

Students who fail to attend and do not officially withdraw will receive an N grade on their transcript records.

Students who have obtained any combination of two Incomplete(I), Withdrawal(W) or Failure(F) or Unsatisfactory (U) letter grades or who have failed to attain required competency in a particular course must obtain permission to re-enrol in that course from the appropriate faculty advisor or Division Chair.

VANCOUVER COMMUNITY COLLEGE GRADING SYSTEM

The following is the college-wide grading system.

LETTER	ACHIEVEMENT	GRADE POINT EQUIVALENT	SUGGESTED MARK RANGE
A	Distinguished	4	85 - 100
B	Above Average	3	75 - 84
C+	Average	2.5	70 - 74
C	Average	2	65 - 69
C-	Average	1.5	60 - 64
D	Credit granted but insufficient mastery to proceed to the next level	1	50 - 59
F	Failing Grade	0	49 or less
N	Student has ceased to attend class and did not complete course requirements.		
W	Withdrawal		
E	Exempt (credit obtained elsewhere)		
R	Audit/Non Credit		
#	Grades not available at time of printing		are not included in G.P.A.
S	Satisfactory		
U	Unsatisfactory		
Z	Anecdotal		
I	Incomplete		
X	Duplicate course (most recent grade used in G.P.A.)		

POLICIES FOR STUDENTS

ATTENDANCE

ABSENCE FOR ANY REASON DOES NOT RELIEVE STUDENTS OF THE RESPONSIBILITY OF COMPLETING ASSIGNMENTS AND EXAMINATION REQUIREMENTS. WHEN YOU HAVE NOT BEEN ABLE TO ATTEND CLASS, PLEASE DISCUSS YOUR CLASS ATTENDANCE WITH EACH INSTRUCTOR.

CONDUCT

Please do not litter and please keep walls, elevators, washrooms and floors clean and unmarked. The college will charge anyone who causes damage.

HOURS OF OPERATION

King Edward Campus is open Monday through Friday between 8:00 am - 10:00 pm. The Campus will be closed on the following statutory holidays in 1990/91:

September 3	Labour Day
October 8	Thanksgiving Day
November 12	Remembrance Day
December 25	Christmas Day
December 26	Boxing Day
January 1	New Year's Day
March 29	Good Friday
April 1	Easter Monday
May 20	Victoria Day
July 1	Canada Day
August 5	B.C. Day

In addition the College is closed during the week between Christmas and New Year.

LOST AND FOUND

The campus Lost and Found is located in the Security Office on Level 2, Room 2035.

PARKING

A student and visitor parking lot is located just north of East 7th Avenue. There are 400 free parking spots on a first come basis. Street parking in the area is restricted. Staff parking is clearly marked and is closest to the campus building. Student cars parked in staff parking or other restricted areas will be towed away. Four parking spaces for the handicapped are found near the Library at the southeast corner of the campus. An elevator is available nearby.

PHOTOCOPIER

A photocopy machine is available in the Library on Level 2. The charge is 10 cents per copy.

STUDENT ADVISORY COMMITTEE

The Student Advisory Committee promotes and supports student activities. The committee is chaired by a faculty or staff member and has student representatives from major program areas at King Edward Campus. The committee also recommends to the campus administration on how student activity fees should be spent.

STUDENT NEWSPAPER

There are two student newspapers at Vancouver Community College. The Gleaner, a cooperative newspaper, is located at the Langara Campus but welcomes input from students at all Campuses. The Voice, is published by students in the Journal-

ism program at Langara Campus. Both papers offer articles and information of interest to students and are free of charge.

SERVICES FOR STUDENTS

The following services are provided at King Edward Campus to help students with their studies and assist them in completing their goals and objectives.

COUNSELLING SERVICES

Location: Room 3002

(next to Glen Drive Entrance)

Hours:

Monday - Thursday, 8:30 a.m.-7:30 p.m.

Friday 8:30 a.m. - 4:30 p.m.

Telephone: Program information: 875-8228

875-8229

Counselling Reception: 875-8208

The Counsellors see registered students by appointment, and also provide a limited 'drop-in' service. Prospective Adult Education students attend an Information Session before meeting with a counsellor. In an emergency situation the Receptionist will arrange for help.

Counselling services are provided on a confidential basis. Among the many services provided are:

- educational counselling
- career/vocational counselling
- personal/social counselling
- crisis counselling
- stress management
- test and mathematics anxiety intervention
- instruction in life skills areas
- services for disabled students
- services for International students

Workshops

The Counselling Department offers a variety of interesting and informative workshops to meet the needs of King Edward Campus students. Examples of some of these are: Job Search Skills, Resume Writing, Relationship/Communication Skills; Stress and Time Management Skills, Confidence Building and Assertiveness. Additional information about these workshops is available from the Counselling Department receptionist or on bulletin boards throughout the campus.

Information Sessions (for prospective ABE students)

These sessions are held twice weekly to orient prospective students to King Edward Campus' ABE programs and to answer questions on such topics as completing an Adult Basic Education program, course selection, registration procedures, assessments, selecting and scheduling courses, and writing the G.E.D. exams.

Counselling Resource Centre

The Counselling Resource Centre is a comprehensive self-help resource centre serving both registered and prospective students. The staff respond to enquiries about King Edward Campus programs and assist students to make effective use of the Centre's resources which include:

- Canadian and American reference calendars and admission guides
- Vancouver Community College program brochures and curriculum guides, admission information and fee schedules
- directories of post-secondary education
- video and audio tapes on programs and careers
- Continuing Education flyers
- General Education Development (G.E.D.) application forms and information
- apprenticeship and employment training brochures: pamphlets, files, reference manuals
- video and audio tapes and written publications on careers and occupations

- job search material
- community services information
- financial aid application forms and information

The staff also assist student groups with career research projects and present workshops on a variety of career related topics.

The Student Advocate Program

This program provides intensive training for students in interpersonal communication, helping and community referral skills so that they may become Student Advocates. Student Advocates help other students by providing such services as orientation to King Edward Campus, interpretation, personal support, assistance with financial aid forms and accompaniment to government/community agencies. Interested students may apply in November. Training takes place from January to March each year. For more information, contact the Counselling Department.

THE LEARNING CENTRE

Location: Room 3053 (English/Humanities)
Room 3054 (Math/Science)

Hours:

Monday -Thursday 9:00 a.m. - 7:00 p.m.

Friday 9:00 a.m. - 5:00 p.m.

Telephone: 875-6111, Local 504

The Learning Centre provides free tutorial assistance on a daily basis to students registered in courses and programs at the King Edward Campus. It is staffed by five well-qualified and experienced part-time tutors - Mathematics/Sciences (Gordon Wong & Tom McDiarmid), English/Humanities (Lee Henderson, Michael Daniel & Karen Jane Hills). In addition, mathematics instructors from College Foundations support the learning assistance efforts by tutoring for one or two hours during the week.

The Learning Centre operates on a drop-in basis and is open year round between the hours of

9:00 a.m. - 7:00 p.m. Mondays to Thursdays and from 9:00 a.m. - 5:00 p.m. on Fridays. Between 150 and 200 students are tutored daily, for 4 - 10 minutes each, depending on subject matter and student demand. As well, the Centre staff administrators make-up tests on behalf of KEC instructors and their students during the scheduled make-up exam periods.

The learning materials available at the Learning Centre include over 200 course-related worksheets in areas like Chemistry, Physics, Math, Biology and English. Previous mathematics exams are available for student use. Listening tapes are available for students studying English, as well as help with pronunciation, writing, grammar and other related needs. In addition, up-to-date course textbooks are available for student use.

CHAPLAINCY

Those seeking advice from the Chaplain may make an appointment at the Counselling Centre, telephone 875-6111, Local 208, or drop in on Monday or Thursday afternoons.

A Chaplain is available to all students at King Edward Campus. Bible Studies are held every Thursday from 11:30 a.m. to 12:30 p.m..

FINANCIAL AID

Location: Room 4029

Hours:

Monday -Thursday 11:00 a.m.- 4:00 p.m.

Wednesday 5:00 - 7:00 p.m.

Telephone: 875-6111, Local 720 or 728

Students requiring financial assistance should make appropriate plans through the Financial Aid Office prior to registration. Information and applications for financial aid are available in the Financial Aid Office and Counselling Resource Centre. Students requiring additional information or advice, should contact the Financial Aid Office.

THE MAIN SOURCES OF FINANCIAL AID ARE:

1. B.C. Student Assistance Program (B.C.S.A.P.)

Programs eligible for B.C.S.A.P. assistance include:

Adult Basic Education (Advanced & Provincial Levels)
Advanced - B.T.S.D.
Automotive Collision Repair Technician
Automotive Technician
Auto Painting & Refinishing
English as a Second Language College Preparatory English
Diesel Technician
Institutional Aide
Music
Pharmacy Technical Assistant
Sign Language Communicator

Students with demonstrable financial need will receive financial assistance through a combination of programs. Financial need is assessed by a single application process.

The B.C.S.A.P. includes the British Columbia Student Loan program and the Canada Student Loan program plus Equalization and Supplemental Funds as follows:

Equalization Fund:

Eligible students can also receive non-repayable Equalization Funds. These Equalization Funds will be available during their first and second year of post-secondary study for expenses above and beyond their basic education costs. This assistance is also available to some college-based Adult Basic Education Students.

Supplemental Fund:

Students enrolled in Adult Basic Education at the Grade 11 and 12 level may be eligible for additional non-repayable Supplemental Funds.

B.C.S.A.P. provides financial assistance to help with tuition, books and living expenses of FULL-TIME students in specific programs, who satisfy residency and other requirements. Completed application forms should be returned to the Financial Aid Office. If funds are needed by the first day of classes, applications must be submitted ten weeks in advance.

2. Adult Basic Education Student Assistance Program (A.B.E.S.A.P.)

Programs eligible for A.B.E.S.A.P. assistance are:

Adult Basic Education - Fundamental
Adult Basic Education - Intermediate
Adult Special Education for the Hearing Impaired
Adult Special Education for the Visually Impaired
Basic Training Skills Development (BTSD) - Level 3
Basic Training Skills Development Youth
Basic Employment Skills Training (BEST)
Basic Education
College Foundations (to Grade 10 equivalency)
English as a Second Language - College Preparatory English 059
English as a Second Language - English Language Skills
English as a Second Language - Vocational (fee payers only)
English as a Second Language - Outreach Centres

A.B.E.S.A.P. is a provincially funded program established to provide non-repayable grants to needy students. These grants are directed to the cost of tuition fees only. Applications are available one month before registration.

3. Bursaries

A limited number of bursaries are given each year. Bursaries are non-repayable grants given to the

students on the basis of financial need. Students applying for bursary funds are expected to have exhausted all other avenues of financial support. Applications may be submitted to the Financial Aid Office during the months of January, May and September.

4. Scholarships

Scholarships are awards given to students on the basis of academic achievement or outstanding progress in a course of study. Scholarships are awarded to students upon the recommendation of faculty (no application form required).

The following is a list of some of the donors who have generously given to the King Edward Campus Bursary and Scholarship Fund:

B.C. Telephone Co. Ltd.
Bruce and Alexander Andison Memorial Fund
Credit Union Foundation of B.C.
Diane Thompson Memorial Literary Award
Domco Food Services Ltd.
Doug Brown Memorial Trust Fund
Elizabeth McLeod Award
Finning Tractor Co. Ltd.
Focus Building Services
Fred Holmes' Memorial Award
Howard/Yano Architects
Italian Cultural Centre
King Edward Campus Book Store
King Edward Campus Music Fund
King Edward Campus Student Advisory Committee
Latin American Action-Research Centre
Overseas Chinese Voice Foundation
Ron Fussell Memorial
Shoppers Drug Mart
McCarthy and McCarthy
Simons Foundation
Stanley Pharmaceuticals Ltd.
Vocational Instructors' Association

Information is also available in the Financial Aid Office regarding:

Barbara E. Adams Scholarship
B.C. Paraplegic Foundation Awards

Soroptimist Award
Terry Fox Award
V.M.R.E.U. Bursary
Van-Tel Credit Union Bursaries

Should students have questions after having read the calendar, they are advised to make an appointment with the Financial Aid Office at 875-6111, Local 720 or 728.

HEALTH SERVICES

Location: Room 3007
(next to Counselling Services)

Hours:
9:00 a.m. - 4:00 p.m. Monday through Friday
also, one evening clinic per week
Telephone: 875-8209, 875-6111, Local 209

Staff:
Community Health Nurse
Physician
Psychologist
Psychiatrist

The nurse sees people on a 'drop-in' basis or by appointment. An appointment is required in order to see the physician, psychologist or psychiatrist. You may book your appointment with the nurse. Students in emergency situations are seen immediately.

Health services are provided by the College on a confidential basis for both students and staff. Among the many services provided on campus are:

- counselling for stress, anxiety and depression
- vision and blood pressure testing
- pregnancy tests
- V.D. tests and treatment
- nutrition and weight control counselling
- birth control methods
- health information in various languages for E.S.L. students
- sick room

- AIDS information and screening
- medication for minor illnesses
- personal health education

It is also recommended that students purchase medical insurance. Premium assistance application forms are available from the nurse for those on very low incomes.

INDIVIDUALIZED EDUCATION PROGRAM FOR ADULTS (I.E.P.A.)

Program Office: Room 3060
Telephone: 875-6111, Local 508/509

This student services program offers a diagnostic learning assessment and subsequent specialized individual tutoring program to students with learning disabilities.

Students remain in their regular classroom and attend the I.E.P.A. only for a diagnostic assessment, a post-assessment session and specialized tutoring sessions. Students who desire more information on this student service program should consult a counsellor when they enrol, or their classroom instructor after they are enrolled.

Students who have previously been diagnosed as having learning disabilities (in an assessment) should contact the Special Needs Counsellor when they arrive at the campus for the first time.

INTRODUCTION TO COLLEGE STUDIES: BECOMING A MASTER STUDENT

The purpose of this workshop series is to provide opportunity for you to learn and adopt methods which promote your success in college. We recognize that adults returning to college studies face a major lifestyle change and that success at college

depends more upon employing effective strategies than upon having fundamental ability and motivation. These workshops are designed for adults who wish to improve their studies and command of personal and college resources. The workshops serve as an introduction to more extensive academic skills courses.



LIBRARY

Location: Enter at Level 2 in the southeast corner of the campus.

Hours:

September to April:

8:30 a.m. - 9:30 p.m. Monday - Wednesday

10:30 a.m. - 9:30 p.m. Thursday

10:30 a.m. - 4:30 p.m. Friday

May - August: subject to change,
so please call ahead

Telephone: 875-6111, Local 205

Night number: 875-8205

The King Edward Campus Library extends free borrowing privileges to all Vancouver Community College students and employees. Similar access and borrowing privileges are available to King Edward Campus students and staff at the Langara Campus and at the City Centre Campus Libraries.

The collection consists of over 50,000 books and audio-visual items and includes support materials on all subjects taught at King Edward Campus together with basic recreational items. Friendly librarians and staff are available at all times at the Information and Circulation Desks to assist students.

The library has an efficient inter-library loan system that retrieves materials from other colleges and universities. In addition, Braille and taped materials for the visually impaired can be ordered from the VCC campus system as well as from other institutions throughout North America.

Special student services include:

1. Specialized Materials:

This unique collection consists of a wide variety of English as a Second Language books and audio-cassettes and is renowned in British Columbia. The collection also offers a large number of items for Adult Basic Education students including modern literacy readers and current non-fiction in our Reading Lounge. Numerous items are also available for Career Division students in programs such as Music, Automotive, and Diesel Mechanics.

2. Media Collection:

The Library's large and growing media collection consists of films and over 1,000 contemporary videos on subjects that cover science and health topics, history, current events, drama, and fiction, language and study skills, music and other areas. Equipment is available to view films, videos, slides, and other media formats.

3. Microcomputer Laboratory:

A computer lab containing IBM compatible and Apple equipment is maintained in the library area for student practice. The available software, which is for use in the library only, includes programs for word processing, typing and keyboard skills, mathematics, database management and spreadsheets.

4. Typing Room:

The library maintains a small typing room with IBM electrics for student use.

BOOK STORE

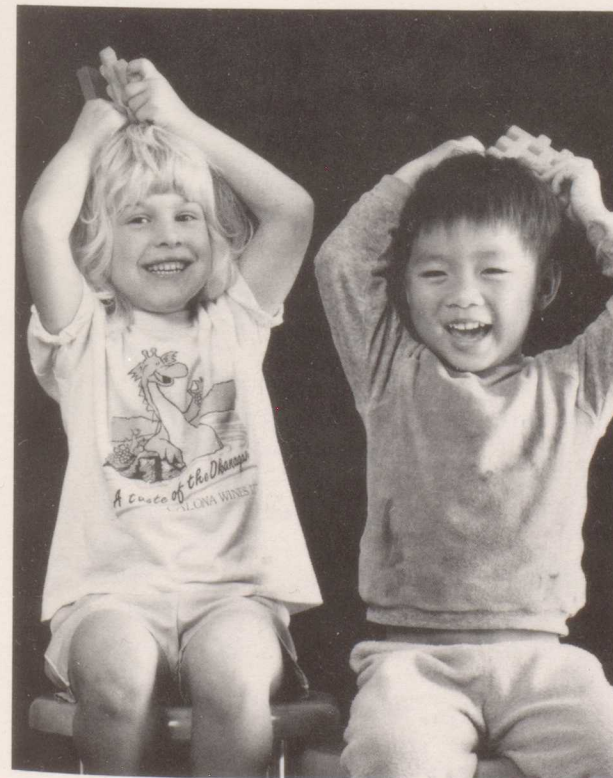
The Book Store is open to all students, staff and the general public. It carries text books and classroom supplies. The Book Store offers one of the most extensive collections of English as a Second Language resource materials in North America. T-shirts, greeting cards, postage stamps, photo-finishing, film and public transit tickets can all be bought at the Book Store. A buy back for used books is arranged by the Book Store at the close of each term.

Located on Level 2, the Book Store is open 8:30 a.m. - 5:00 p.m. Monday, Tuesday and Friday and 8:30 a.m. - 8:00 p.m. Wednesday and Thursday. These hours may vary over the summer months. Call 875-8206

CAFETERIA

A student cafeteria is located in the northwest corner of Level 2. The cafeteria serves hot meals as well as snacks and has a salad bar and gourmet sandwich bar. It is open between 7:00 a.m. - 9:00 p.m. Monday through Thursday and 7:00 a.m. - 6:30 p.m. on Fridays. Hours are adjusted in July and August. Meal vouchers for needy students are available at the Security Office on Level 2.

DAYCARE



The McGregor Child Care Centre, located on Glen Drive directly north of the campus building, offers daycare to 12 children under 3 years of age and 25 children over 3 years of age. The centre, staffed by preschool teachers is available for children of students, employees of the college and members of the community. Call 879-3123.

LIBRARY

Looking for a book or a video? The library is open to you.

Hours:

Monday - Friday: 9:00 a.m. - 5:00 p.m.
Saturday: 10:00 a.m. - 4:00 p.m.

For more information, call 852-1123.

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The Adult Basic Education Division offers a variety of programs and services to help adults improve their literacy skills. The division is located in the Community Centre, 1000 Main Street, Suite 101, and is open to all adults. The division offers a variety of programs and services, including: English as a Second Language (ESL), Adult Basic Education (ABE), and Adult Literacy. The division also offers a variety of support services, including: tutoring, counseling, and job training. The division is committed to helping adults improve their literacy skills and achieve their goals.

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Specialized services include:

1. Specialized Materials:

This unique collection consists of a wide variety of materials, including: books, audio tapes, and video. The collection is designed to help adults improve their literacy skills and achieve their goals. The collection is available to all adults and is updated regularly. The collection is a valuable resource for adults who are looking for materials to help them improve their literacy skills.

2. Media Collection:

The Media Collection is a collection of audio and video materials. The collection is designed to help adults improve their literacy skills and achieve their goals. The collection is available to all adults and is updated regularly. The collection is a valuable resource for adults who are looking for materials to help them improve their literacy skills.

3. Microfilm:

The Microfilm Collection is a collection of microfilm materials. The collection is designed to help adults improve their literacy skills and achieve their goals. The collection is available to all adults and is updated regularly. The collection is a valuable resource for adults who are looking for materials to help them improve their literacy skills.



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ADULT BASIC EDUCATION DIVISION



ADULT BASIC EDUCATION DIVISION

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Adult Basic Education

Provincial Level:

Provincial Diploma

Offered by the College and the Ministry of Education and Training.

- English with a literature component
- 3 subjects of the Provincial Level
- Mathematics at the Advanced Level (prerequisite)

ADULT BASIC EDUCATION DIVISION

Division Chair: Nobel, B., Room 4053
Telephone: 875-6111, Local 724

GENERAL INFORMATION:

The Adult Basic Education Division offers programs designed for adults who wish to upgrade their skills and knowledge for credit or for personal fulfilment. Instruction is offered from the fundamental basic literacy level through to provincial adult secondary school completion (Grade 12). Students may choose to learn in a structured group setting or in a self-paced program. The following programs are included:

1. Basic Education
2. Basic Employment Skills Training (B.E.S.T.)
3. Basic Training for Skill Development (B.T.S.D.)
4. Basic Training for Skill Development (B.T.S.D. Youth)
5. College Foundations (C.F.)
 - Business & Computer Studies
 - Humanities (English & Social Sciences)
 - Mathematics
 - Science
6. Adult Special Education for the Hearing Impaired
7. Adult Special Education for the Visually Impaired
8. General Education Development (G.E.D.) Testing
9. Native Education Centre

Most of these programs operate day and evening throughout the year, including the summer months. Some programs are semester based, others register new students as soon as space is available. In some areas instruction is offered on an individualized, self-paced basis. Attendance may be full-time or part-time. Shift workers can usually set up timetables to meet their needs. Students may be enrolled in more than one of these programs at a time.

Credit courses are offered in four levels as set out by the B.C. Ministry of Advanced Education Training and Technology. All Community Colleges in the province of British Columbia offer Adult Education according to the following framework:

Adult Basic Education Fundamental Level: Institutional Certificate

- Mathematics
- English including reading, writing, spelling, oral communications, study skills.

Adult Basic Education Intermediate Level: Institutional Certificate

- Mathematics
- English including reading, composition, oral communications, study skills.
- Science
- Social Science

Adult Basic Education Advanced Level: Institutional Certificate

- Algebraic Mathematics or Business and Consumer Mathematics or Accounting
- English
- Science
- One other course

Adult Basic Education Provincial Level: Provincial Diploma

(issued by the College and the Ministry of Advanced Education and Technology)

- English with a literature component
- 3 subjects at the Provincial Level
- Mathematics at the Advanced Level (prerequisite)

CERTIFICATE ELIGIBILITY:

To be eligible for any King Edward Campus Certificate or the Provincial Diploma, students must earn at least 50% of the credit for that credential at King Edward Campus. For example, a student wishing to receive the Advanced Certificate from King Edward Campus must earn at least 50% of the Advanced credit at King Edward Campus.

To obtain an ABE Certificate or Diploma, Basic Training Skills Development (BTSD) and College Foundations students must apply to the Student Records office at least two weeks prior to completion.

Students enrolled previously in adult secondary or senior secondary programs at another institution, who still need one or more subjects to complete their programs, may enroll in the equivalent courses at the King Edward Campus and be given credit by the former institution upon successful completion.

Students wishing to obtain credit for a secondary school graduation certificate must write the Provincial Examination if the courses taken are examinable, in order to get this credit.

Students who intend to enter another college or a university on completion of the Adult Basic Education Provincial Program should determine specific requirements of that institution and plan their programs accordingly.

ADULT BASIC EDUCATION CERTIFICATE AND PROVINCIAL DIPLOMA PROGRAM REQUIREMENTS

A student is eligible for a Certificate or Diploma when one of the following programs is completed:

- A. Adult Basic Education Fundamental (Certificate)
- B. Adult Basic Education Intermediate (Certificate)
- C. Adult Basic Education Advanced (Certificate)
- D. Adult Basic Education Provincial (Diploma)

A. ADULT BASIC EDUCATION FUNDAMENTAL CERTIFICATE

English 031
Mathematics 031

B. ADULT BASIC EDUCATION INTERMEDIATE CERTIFICATE

Complete 4 options, one from each list (an assessment may indicate that an English or Mathematics review course is required.)

List A:

- 1. English 041 (if necessary)
English 051
Reading & Study Skills 077 (if necessary)
- 2. English 441/551*

List B:

- 1. Social Science 551*

List C:

- 1. Math 007 (if necessary)
Math 050 (if necessary)
Math 051 (Algebra)
- 2. Math 550/551*(Algebra)
- 3. Math 552/553*(Business and Consumer)

List D:

- 1. Science 051
- 2. Science 551*
Electives (not required):
Computer Keyboarding 042
French 051

Exceptions to the above may be granted at the discretion of the Department Head.

Starred (*) courses are self-paced. Courses with combined numbers offer equivalent credit to two semester courses.

C. ADULT BASIC EDUCATION ADVANCED CERTIFICATE

Prerequisite: ABE Intermediate Level or Grade 10 or equivalent.

These programs offer preparation for admission to selected technical, career or academic programs.

Choose one option from each list:

List A:

- 1. English 061
English 071
- 2. English 661/771*

List B:

- 1. Math 061
Math 071 (Algebra)
- 2. Math 061*
Math 071* (Algebra)
- 3. Math 662/772* (Business & Consumer)
- 4. Accounting 062
Accounting 072
- 5. Accounting 062*
Accounting 072*

List C:

- 1. Biology 061
Biology 071
- 2. Biology 061*
Biology 071*
- 3. Chemistry 061
Chemistry 071
- 4. Physics 061
Physics 071
- 5. Physics 661/771*
- 6. General Science 661/771*

List D:

- 1. Accounting 062
Accounting 072
- 2. Accounting 062*
Accounting 072*
- 3. Basic Music Theory 003
- 4. Biology 061
Biology 071
- 5. Biology 061/071*
- 6. Reading and Study Skills 097
Writing Skills 097
- 7. Chemistry 061
Chemistry 071

- 8. Computer Studies 063
Computer Studies 073
- 9. Computer Keyboarding 062
Computer Keyboarding 072
- 10. French 061
French 071
- 11. General Science 661/771*
- 12. Math 061
Math 071
- 13. Math 061*
Math 071*
- 14. Math 662/772*
- 15. B.C./Pacific Studies 061
B.C./Pacific Studies 071
(will be offered in January 1991)
- 16. Physics 061
Physics 071
- 17. Physics 661/771*
- 18. Psychology 061
Psychology 071
(will be offered in January 1991)

Starred (*) courses are self-paced.

D. ADULT BASIC EDUCATION PROVINCIAL DIPLOMA

Prerequisite: English at the Advanced Level or equivalent, or a Reading and Writing assessment. Must have completed Mathematics at the Advanced Level or equivalent. These are minimum requirements - some post-secondary programs require completion of additional Advanced Level courses.

These programs offer preparation for admission to selected technical, career or academic programs.

Some Provincial Level courses have Advanced Level prerequisites.

A. Complete the English requirement from the following options:

Option 1:

Canadian Viewpoints 081 and Canadian Viewpoints 091

Option 2:

English 081/091*

- Option 3:**
English 096
- Option 4:**
English 098 and English 099 (English as a second language)

B. Select three of the following from 1 to 13:

1. Applied Accounting 082
2. Biology 083
Biology 093
3. Chemistry 083
Chemistry 093
4. Computer Science 083
Computer Science 093
5. Economics 094
Economics 095
6. Literature 083
Literature 093

7. Finance 092
Law 092
8. Geography 094 and either
Geography 095 or
Geography 098
9. History 095 and either
History 094 or
History 098
10. Law 082
Law 092
11. Mathematics 083
Mathematics 093
12. Mathematics 083*
Mathematics 093*
13. Physics 083
Physics 093

Starred (*) courses are self-paced.

ADULT BASIC EDUCATION COURSE LISTINGS

At King Edward Campus, students may choose between semester based classroom instruction and individualized self-paced learning.

Fundamental Level

English 031
Math 031

COLLEGE FOUNDATIONS

Semester Based
Classroom Instruction

B.T.S.D.

Individualized
Self-paced Learning

Intermediate Level

Computer Keyboarding 042
English 041 & 051
French 051
Math 050 & 051

Math Skills 007
Reading & Study Skills 077

Science 051

Spelling 000

English 441/551

Math 550/551 (Algebra)
Math 552/553 (Business & Consumer)
Math Skills 005
Reading & Study Skills 447
Writing Skills 557
Science 551
Science Skills 005
Social Science 551
Spelling 667

COLLEGE FOUNDATIONS

Semester Based
Classroom Instruction

Advanced Level

Accounting 062 & 072
Basic Music Theory 003
Biology 061 & 071
B.C. Pacific Studies 061 & 071
Chemistry 061 & 071
Computer Keyboarding 062 & 072
Computer Studies 063 & 073
English 061 & 071
French 061 & 071
Math 061 & 071

Physics 061 & 071
Psychology 061 & 071

Reading & Study Skills 097

Writing Skills 097

Provincial Level

Applied Accounting 082
Biology 083 & 093
Canadian Viewpoints 081 & 091
Chemistry 083 & 093
Computer Science 083 & 093
Economics 094 & 095
Literature 083 & 093
English 096
Finance 092
Geography 094 & 095 or 098
History 094 & 095 or 098
Law 082 & 092

Math 083 & 093
Math 096

Word Processing 082

Note: * self-paced Accounting is offered by College Foundations

B.T.S.D.

Individualized
Self-paced Learning

Accounting 062 & 072*

Biology 661 & 771

English 661/771

Math 061 & 071(Algebra)
Math 662/772 (Business & Consumer)
Math Skills 006
Physics 661/771

General Science 661/771
Reading & Study Skills 777
Science Skills 006
Writing Skills 777

English 081/091

Math Skills 008
Math 083 & 093

Physics 083 & 093
Reading & Study Skills 997
Writing Skills 997

BASIC EDUCATION DEPARTMENT

Department Head Office: Room 2127
Telephone: 875-6111, Local 473/475

Instructional Staff:

Bacon, J.
Gellard, S.
Gould, L.
Kelley, P.
Lennig, L.
MacKenzie, E.
Maglaque, P.D., Department Head
Merkel, R.
Onstad, C.
Richards, G.
Richardson, D.T.
Rider, L.
Seale, W.
Stewart, L.
Szasz, M.
Waddington, M.S.

Adult Basic Education Fundamental Certificate Program

Purpose:

Basic Education is an adult literacy program offering instruction in English and Mathematics to the Grade 8 level.

Description of Courses:

English 031

This course provides instruction from a beginning level of reading and writing to a Grade 8 equivalency.

Mathematics 031

This course provides instruction, from a beginning level of arithmetic to a Grade 8 equivalency. It may also serve as a refresher course in whole numbers, fractions, decimals and percentages.

Instructional Methods:

Students are assessed and placed in classes according to their skill levels. They progress at their own speed with the help of experienced instructors. Classes are small and relaxed. Both group and individualized instruction are offered.

Day classes - Monday to Friday
English - 15 hours per week
Mathematics - 5 hours per week
Evening Classes - Monday to Thursday
English - 5 hours per week
Mathematics - 5 hours per week

The Basic Education Department also offers an Outreach Program at:

First United Church
320 East Hastings Street

This program provides 10 hours per week instruction in English and Mathematics to Grade 8 equivalency on an individualized basis. It serves the people in the downtown east side community.

Entrance Requirements:

Prospective students must be 18 years of age, or older, and fluent in spoken English.

Enrollment Information:

Enrollment is continuous if space is available. Registration is at the beginning of January, May, July, and September.

Assessments:

Each student is assessed by the Basic Education Department for placement in the program. Appointments for a placement interview should be made through the Basic Education Department in Room 2127, Telephone 875-6111, local 473.

For further information contact the Basic Education Department (Telephone 875-6111, Local 473/475) or the Counselling Resource Centre (Telephone 875-8228/9).

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

Coordinator's Office: Room 2085
Telephone: 875-6111, Local 450

Instructional Staff:

Buck, D., Coordinator
Rider, L.

The B.E.S.T. Program is an individualized, re-entry Adult Basic Education program designed to assist participants in assessing and upgrading basic skills and knowledge to a point where the student is ready for suitable employment or for entry to further training programs.

Program Objectives:

- To assess the student's personality strengths, weaknesses, skills, interests and goals and to develop a realistic and appropriate career plan.
- To assess the student's learning potential and to assist the student in upgrading Math and English skills in preparation for entrance to chosen career programs or opportunities.
- To assess and develop positive life skills and attitudes including self-confidence, communication skills, and goal setting.
- To help prepare and organize the student in the development of employment skills (eg., interview skills, resume preparation, research skills).

Entrance Requirements:

This program is available for students wishing to discover their potential and willing to involve themselves in a work-preparation environment in order to make realistic and appropriate career decisions. Students should be over 19 years of age. Level of academic functioning is of much less concern than a desire for positive change.

Enrollment:

Potential students may be referred through community agencies such as M.S.S.H. Spaces are also available to fee-paying students. Financial assistance may be available through the K.E.C. Financial Aid office, 875-6111, Local 720. To be wait-listed, phone 875-6111, Local 707.

Program Dates:

This 9-week program will be offered:

- September 4 - November 2, 1990
- November 13, 1990 - January 18, 1991
- January 28 - March 28, 1991
- April 8 - June 7, 1991

A certificate of completion is awarded.

B.T.S.D. - BASIC TRAINING FOR SKILL DEVELOPMENT

Department Head Office: Room 2112
Telephone: 875-6111, Locals 260, 461, 463, 472
or 875-8260 (day or night)

Instructional Staff:

Anderson, T.
Ash, B.
Herd, P.
Johal, B.
Kolsteren, I.
Knox, B.
Lear, P., Coordinator
Little, B., Coordinator
Littleboy, P. Department Head
Nelson, M.
Potter, C.
Rapson, L.
Stiver, A.
Taylor, P.
Wang, M.
Wong, R.
Yip, P.

Adult Basic Education Intermediate, Advanced and Provincial Courses:

Basic Training for Skill Development provides flexible opportunities for students to upgrade skills and knowledge or to earn credit in English, Mathematics, Science and Social Science at the Intermediate, Advanced and Provincial levels (9-12). Students attend B.T.S.D. in order to:

- earn specific course credit either separately or toward the Intermediate, Advanced Certificates or the Provincial Diploma
- prepare for the G.E.D.
- master a specific skill or topic
- gain the prerequisites for entrance to academic/technical/career courses at college and institutes
- prepare for mature entry into colleges and universities
- meet job or union requirements
- prepare for the police entry exam, Language Proficiency Index and other exams
- upgrade to meet the requirements of such VCC courses as pharmacy technical assistant, mechanical trades, licenced practical nurse, etc.

B.T.S.D. offers a combination of individualized and group instruction on a self-paced basis to full or part-time students. This means that students work at their own speed and have access to individualized instruction, workshops, seminars, field trips and group discussions.

Learners are assessed and individual programs are designed on the basis of entry skill level, personal or career goal and time available for learning. When appropriate, student assignments are chosen with a consideration for career goals.

Entrance Requirements:

Students should be 18 years of age or older, or out of school for at least one year. The appropriate King Edward Campus assessments in Reading, Writing and Mathematics are required. Previous school records are NOT necessary. An interview with the Department Head or a Co-ordinator is

required prior to registration.

Note: E.S.L. students wishing to enrol in any B.T.S.D. English course must have completed English 059 or achieve a score of 127 or higher on the English Language Assessment.

E.S.L. students wishing to enrol in any B.T.S.D. Mathematics or Science course must be at the upper Intermediate Level of English or higher.

Enrollment:

Enrollment in the Basic Training for Skills Development program is ongoing as space becomes available. Students start when they are ready, and may increase or decrease hours as necessary. Students may withdraw to meet job or family commitments, then return when they are ready and pick up where they left off.

Fees and Additional Costs:

Fees for Basic Training for Skills Development are included in the current fee schedule. Part-time fees are pro-rated. Sponsorship may be available to eligible students (for example: Ministry of Social Services and Housing, Canada Employment and Immigration Centre, Bands and Tribal Councils). Students requiring financial assistance should check with Financial Aid (875-6111, Local 720).

Most textbooks and instructional materials are provided.

Hours:

Instruction is available throughout the year, including during the summer months from 8:30 a.m. to 9:00 p.m. Monday through Thursday and from 8:00 a.m. to 4:30 p.m. on Friday. Students enroll for a minimum of 6 hours instruction per week up to 30 hours per week (full-time). Opportunities exist for flexible scheduling to accommodate the needs of shift workers and those with other commitments.

It should be noted that the B.T.S.D. Advanced Certificate (formerly B.T.S.D.) is recognized as the Grade 12 requirement for City Centre and many B.C.I.T. courses, as well as by business, industry, unions and others.

B.T.S.D: ENGLISH AND SOCIAL SCIENCES

Coordinator's Office: Room 2087
Telephone: 875-6111, Local 461

English 441/551 (English 10)

This Intermediate Level course offers instruction and practice in reading and study skills, grammar, writing skills and oral communication. Spelling and vocabulary are also offered. Emphasis is on sentence structure, paragraphs and short compositions. Application is in practical assignments such as letter writing, summaries, factual writing, newspapers and career preparation. This course will prepare students for English 661/771 or any Advanced Level English course. It provides the skills and knowledge necessary for entry into any course requiring a Grade 10 English equivalent.

Prerequisite: College Assessment in Reading and Writing or successful completion of Fundamental English.

English 661/771 (English 11)

This Advanced Level course offers instruction and practice in reading and study skills, spelling, grammar, writing, oral communications and career planning. Emphasis is on paragraphs, longer compositions including critical analysis, business communications, report writing and essays. This course will prepare students for entry into Provincial Level English courses.

Prerequisites: College Assessment in Reading and Writing or successful completion of English 441/551 or another Intermediate English course.

English 081/091 (English 12)

This course offers Provincial Level English on a flexible, individualized, self-paced basis. Instruction and practice are offered in reading compre-

hension, vocabulary, study skills and library research. Writing skills include grammar, composition, editing, research papers, critical analysis. The literature component is developed through song, poetry, movies and the novel. This course provides credit for English 12.

Prerequisite: College Assessment in Reading and Writing or successful completion of English 661/771 or another Advanced English course.

Reading and Study Skills 447

Working in groups and individually with an instructor, students will follow their own programs based on assessed needs and future goals. Topics covered may include comprehension (main ideas and inferences), vocabulary, textbooks and memory. Students will learn to adjust their reading speed to suit their purpose. Using topical materials students will learn to write clear comments about the material they may have read. Because this course emphasizes active participation in the reading process, students will have ample opportunity to practice and apply techniques that will be useful in future reading and studying tasks. This Intermediate Level course may be taken separately or as part of English 441/551 and will be based on the individual student's skill level and personal or career goal. Students will be able to work at their own speed.

Prerequisites: Score of 30 or above on the College Reading Assessment.

Reading and Study Skills 777

Working in groups and individually with an instructor, students will follow their own programs based on assessed needs and future goals. Topics covered may include those in Reading 447 as well as more intensive work on methods of previewing in order to identify the writer's main points. A variety of techniques will help students recognize organization and development of ideas. Students will learn how to summarize and outline. Because this course emphasizes active participation in the reading process, students will have

ample opportunity to practice and apply strategies that will be useful in future reading and study tasks. This Advanced Level course may be taken separately or as part of English 661/771.

Prerequisite: Score of 50 or above on College Assessment in Reading.

Reading and Study Skills 997

This Provincial Level course is designed to help the student become more efficient at college level reading and study tasks. Using a diagnostic-prescriptive approach, students will identify problem areas in reading and develop techniques and strategies to master these areas. Topics covered include technical reading, library research and literary analysis based on poetry, movies and the novel. This course offers a sound preparation for further academic study. It may be taken separately or as part of English 081/091.

Prerequisite: Score of 60 or above on College Reading Assessment.

Spelling 667

This is a practical spelling program designed to allow any student to work at his/her own pace on particular spelling problems. It makes use of phonics and sentence context approach to spelling and emphasizes useful spelling rules. Supplementary workshops cover syllables, consonants and vowels. This course may be taken separately or as part of either English 441/551 or English 661/771.

Prerequisites: The desire to become a better speller.

Social Science 551 (Social Studies 10)

This Intermediate Level course provides an introduction to some of the basic concepts and methods of the Social Sciences. The curriculum promotes an analytical and critical approach to these topics: Multiculturalism, Canadian Government, Law and Citizenship, Economics and People and Canadian History. This course prepares students

for further courses in the Social Sciences and provides the skills and knowledge necessary for entry into any course requiring a Grade 10 Social Science.

Prerequisite: College Assessment in Reading & Writing.

Writing Skills 557

This Intermediate Level course is designed to help the student write clearly and correctly. It starts with the basics of grammar and punctuation and leads to the development of skills such as sentence structuring and paragraph writing. Course content will be based on the individual's skill level and personal or career goal. Students will be able to work at their own speed. This course may be taken separately or as part of English 441/551.

Prerequisite: Score of 28 or above on the College Writing Assessment.

Writing Skills 777

This Advanced Level course will help students learn and apply the basic principles of the writing process (brainstorming, organizing, writing and revising). It will focus on individualized instruction and practice in writing paragraphs, summaries and short expository and argumentative essays. The course will also include exercises on sentence structure and the principles of composition. The curriculum will evolve from the assessed and personal needs of the student. Students will be able to work at their own speed. This course may be taken separately or as part of English 661/771.

Prerequisite: Score of 38 or above on the College Writing Assessment.

Writing Skills 997

This Provincial Level course is designed to help students prepare to meet college and university writing requirements. Using a self paced, individualized approach, students will polish their composition skills. These include writing essays and research reports as well as proofreading and

editing. This course may be taken separately or as part of English 081/091.

Prerequisite: Score of 48 or above on the College Writing Assessment.

B.T.S.D: MATHEMATICS AND SCIENCE

Coordinator's Office: Room 2089

Telephone: 875-6111, Local 463

Mathematics 550/551 (Academic Mathematics 10)

This is an Intermediate Level algebraic mathematics course which covers basic arithmetic operations, the metric system of measurement, geometry, and a good introduction to Algebra. The Algebra section includes: definitions of words and symbols used in Algebra, signed number rules and practice, evaluation of variable expressions, exponents, equations, ratio and proportion and problem solving. This course will prepare students for entry into Mathematics 061 and 071 (Algebra), or other Advanced Level Mathematics courses and give the knowledge and skills necessary for any program requiring a Grade 10 Mathematics equivalent.

Prerequisite: College Assessment in Basic Arithmetic or successful completion of a Fundamental Level Mathematics course.

Mathematics 552/553 (Business and Consumer) (General Mathematics 10)

This is an Intermediate Level Non-algebraic Mathematics course. It includes basic arithmetic operations, the metric system, geometry and a very basic introduction to Algebra. This course is intended for those students who do not want much Algebra but who need a good Grade 10 Mathematics equivalent. This course will prepare students for entry into Mathematics 662/772 (Business and Consumer).

Prerequisite: College Assessment in Basic Arithmetic or successful completion of a Fundamental Level Mathematics course.

Mathematics 061 (Algebra 11, first half)

Mathematics 061 is one half of ABE Advanced Level Algebraic Mathematics. Topics covered include real numbers and their properties, exponents, scientific notation, multiplying, dividing and factoring polynomials, solving fractional expressions, equations and problem solving.

Prerequisite: Mathematics 051 or Mathematics 550/551, Mathematics 10 or equivalent, or a successful College Assessment.

Mathematics 071 (Algebra 11, second half)

Mathematics 071 is one half of ABE Advanced Level Algebraic Mathematics. The course includes the following topics: rational and irrational numbers, exponents, powers and roots, linear equations and systems, quadratic equations and functions, the Pythagorean and distance formulae, an introduction to trigonometry, graphing linear and quadratic functions, inequalities and graphs absolute value equations and inequalities, problem solving, variation.

Prerequisite: Mathematics 061 or equivalent, or a successful College Assessment.

Mathematics 662/772 (Business and Consumer) (General Mathematics 11)

This Advanced Level course continues on from the basis developed in Mathematics 552/553 (Business and Consumer Mathematics) and provides a good background of knowledge and skills in practical applications of the Mathematics used in business and industry. It includes an arithmetic review, simple interest, pricing, banking, home ownership, insurance, stocks, payroll, discounts, foreign exchange, taxes, depreciation, compound interest,

annuities, and bonds. This course will provide students with the knowledge and skills required for entry into other programs that require a Mathematics 11 equivalent.

Prerequisite: Intermediate Mathematics (either Business and Consumer or Algebra) or College Assessment.

Mathematics 083

(Algebra 12, first half)

This course is one half of A.B.E. Provincial Level Mathematics. It is designed to prepare students with the advanced algebra skills necessary for entry to post-secondary academic, technical or vocational programs. Topics covered include: review of basic concepts of Algebra, equations and applied problems, complex numbers, relations, functions and transformations, linear and quadratic functions and inequalities, polynomial functions, exponential and logarithmic functions.

Prerequisite: Mathematics 071, Algebra 11 or equivalent, or College Assessment.

Mathematics 093

(Algebra 12, second half)

This course is one half of A.B.E. Provincial Level Mathematics. It is designed to prepare students with the trigonometry and algebra skills necessary for entry to post-secondary academic, technical or vocational programs. Topics covered include: basic principles of trigonometry, trigonometric problems involving identities, graphs of trigonometric functions, sine and cosine laws, circular functions and their inverses, vectors, complex numbers, systems of equations and inequalities, second degree equations and their graphs, sequences and series, and an introduction to calculus.

Prerequisite: Mathematics 083 or equivalent, or College Assessment.

Mathematics Skills 005

(Academic Mathematics 10 topics)

This skills course offers a selection of Intermediate Level Math topics chosen to suit individual student needs. The topics to be studied are determined by the student's own goals and/or diagnosed areas of weakness in consultation with a BTSD Student Advisor. This skills course is designed for brush-up or remedial work in arithmetic, geometry and/or introductory algebra at the grade 10 level. For details of the topics available please read the listing for Mathematics 550/551 in this section.

Prerequisite: Mathematics 031, Mathematics 9, or successful College Assessment.

Math Skills 006

(Algebra 11 topics)

This skills course offers a selection of Advanced Level Math topics chosen to suit individual student needs. The topics to be studied are determined by the student's own goals and/or diagnosed areas of weakness in consultation with a BTSD Student Advisor. This skills course is designed for brush-up or remedial work in algebra at the grade 11 level. For details of the topics available please read the listing for Mathematics 061 and 071 in this section.

Prerequisite: Mathematics 051, or 550/551, or Algebra 10, or successful College Assessment.

Math Skills 008

(Algebra 12 topics)

This skills course offers a selection of Provincial Level Math topics chosen to suit individual student needs. The topics to be studied are determined by the student's own goals and/or diagnosed areas of weakness in consultation with a BTSD Student Advisor. This skills course is designed for brush-up or remedial work in algebra at the grade 12 level. For details of the topics available please read the listing for Mathematics 083 and 093 in this section.

Prerequisite: Mathematics 071, Algebra 11, or successful College Assessment.

Science 550/551

(Science 10)

This course at the Intermediate Level will give the student a good general introduction to the sciences. There are units in nutrition, human biology, ecology, drugs, physics and chemistry. There are also field trips, films, seminars, and other assignments. All of the topics relate to everyday experience and are chosen to help students understand themselves and the world around them. This course will prepare students for entry into Advanced Level Science courses and give the knowledge and skills necessary for entry into any course requiring a Science 10 equivalent.

Prerequisite: College Assessment in Reading and Writing

Biology 061 and 071

(Biology 11)

Biology 061 (first half of Advanced Level Biology 11) and Biology 071 (second half of Advanced Level Biology 11) will be offered in the B.T.S.D. Department in January 1991. The courses will include labs, field trips, and student assignments. Contact the B.T.S.D. Department for further information.

Prerequisite: Science 550/551 or College Assessment in Reading and Writing.

General Science 661/771

(Science 11)

This Advanced Level course builds on the knowledge and skills developed in Science 551. It consists of two units each of Biology, Chemistry, and Physics with three additional units of the student's choice taken from a carefully designed selection of 20 topics. These include child development, the cell, ecology, genetics, evolution, first aid, environmental chemistry, energy, simple machines, and many more interesting topics.

There are also videos, seminars, labs, assignments and five film reports.

Prerequisite: Science 550/551 or College Assessment in Reading and Writing.

Physics 661/771

(Physics 11)

This is a mathematically based introductory Physics course at the Advanced Level. The course consists of 16 units, 8 of which are compulsory and 4 others are a matter of choice. The compulsory units include vectors, velocity/acceleration, laws of motion, gravitation, work/power/energy, heat, electricity (static and current), electrical equivalent of heat, and electromagnetism. Topics of choice include wave mechanics, sound waves, light waves, mechanics of liquids, mechanics of gases, relativity, nuclear physics and introductory basic electronics. A minimum of 10 labs must be completed. This course prepares students for Provincial Level Physics courses and gives the knowledge and skills necessary for entry into any course requiring a Physics 11 equivalent.

Prerequisite: Science 550/551 or College Assessment in Reading and Writing. Mathematics 061 (Algebraic) must be taken concurrently.

Science Skills 005

(Science 10 topics)

This skills course offers a selection of Intermediate Level Science topics chosen to suit individual student needs. The topics to be studied are determined by the student's own goals and/or diagnosed areas of weakness in consultation with a BTSD Student Advisor. This skills course is designed for brush-up or remedial work in Science at the grade 10 level. For details of the topics available please read the listing for Science 550/551 in this section.

Prerequisite: College Assessment in Reading and Writing.

Science Skills 006

(Science 11 topics)

This skills course offers a selection of Advanced Level Science topics chosen to suit individual student needs. The topics to be studied are determined by the student's own goals and/or diagnosed areas of weakness in consultation with a BTSD Student Advisor. This skills course is designed for brush-up or remedial work in Science at the grade 11 level. For details of the topics available please read the listing for General Science 661/771 and Physics 661/771 in this section. (Topics from Biology 061 and 071 will be available after January 1991).

Prerequisite: An ABE Intermediate Science course or College Assessment in Reading and Writing.

General Education Development (G.E.D.) Preparation:

Basic Training for Skills Development (BTSD)
Offices: Rooms 2112, 2087, 2089
Telephone: 875-6111 Local 260,461, 463, 472 or 875-8260 day or evening.

The Basic Training for Skills Development program offers an individualized and self-paced program to prepare students for G.E.D. as well as other exams requiring Grades 9 - 12 equivalency skills and knowledge. Individual programs are designed on the basis of assessment and diagnostic tests. Instruction is available during the BTSD Department hours.

Prerequisite:

College Assessment in Reading, Writing and Mathematics.

Personalized Upgrading Programs:

B.T.S.D. Offices: Room 2112, 2087, 2089
Telephone: 875-6111, Local 260, 461 or 463 or 875-8260 day or evening.

Many students who wish to upgrade their skills and knowledge do not require full credit courses. These students may wish to increase their competency in a topic or skill to gain confidence, to prepare for a specific job or task, to improve job performance, to meet the entrance requirements of a course, to review skills or to meet a personal goal. BTSD Instructors will design flexible, personalized upgrading programs to meet these needs.

BASIC TRAINING FOR SKILL DEVELOPMENT: B.T.S.D. YOUTH

Coordinator's Office: Britannia Community Centre
Telephone: 253-4391, Local 34

Instructional Staff:
Porter, R., Coordinator
Adams, K.

The B.T.S.D. Youth Program is similar to the B.T.S.D. Intermediate program, offering a Grade 10 equivalency for youth in an informal off-campus setting. The program prepares students for:

- the ABE Advanced level
- entry into a vocational school
- re-entry into the educational system
- employment

Content:

The B.T.S.D. Youth Program offers individualized and self-paced instruction in English, Mathematics, Science and Social Science in a learning environment that is structured to the needs of young adults. It stresses basic life skills, job search techniques and academic skills.

Entrance Requirements:

This program is available to young adults between the ages of 15 and 17 who are in need of academic upgrading, but who are not prepared to enter other existing educational programs. Potential students should be out of school for at least one

year or have letters from their secondary school principals confirming the unavailability of a suitable program in the school system.

Enrollment:

Potential students may be referred through community agencies working with youth. Students may be eligible for sponsorship by the Ministry of Social Services and Housing or for financial aid through the King Edward Campus Financial Aid office (875-6111, Local 720). Spaces are also available to fee-paying students. The program begins in September, with continuous intake as spaces become available, and runs until the end of June.

Location:

Britannia Community Centre
1161 Napier Street
Telephone: 253-4391, Local 34

Fees and Additional Costs:

Fees are included in the current fee schedule.

Textbooks and instructional materials are provided.

For additional information contact the Counselling Resource Centre at King Edward Campus,

telephone 875-8228/9 or phone 253-4391 and ask for Russell Porter.

COLLEGE FOUNDATIONS

This program is offered through four departments:

- Business and Computer Studies
- Humanities (English & Social Sciences)
- Mathematics
- Science

Courses are offered at the Intermediate, Advanced and Provincial levels for students wishing to earn credit or complete academic prerequisites leading to:

- secondary school completion
- the Provincial Diploma
- a College Certificate

- entrance to a technical institution, college or university
- re-entry into the educational system
- improved job prospects

College Foundation courses are offered in classroom settings on a semester basis.

Advanced Registration:

Students are advised to register in advance if possible. Advanced registration begins approximately three weeks prior to the beginning of term. Exact dates are available from the Counselling Resource Centre or the Admissions Department. Fees are payable in advance. A \$10.00 administration charge is levied if a student cancels registration prior to the beginning of term. Student fees are not refundable. A small surcharge for handout materials may be levied if necessary.

Assessments and Documentation:

Students are expected to produce transcripts of their previous academic records before receiving their student numbers. Those whose documents are unavailable will be directed to take the appropriate assessments. Students whose previous grades are in the D-C range are strongly advised to make use of the assessments. It is important to realize that the assessments are NOT examinations in the conventional sense. They are used to assist in making recommendations regarding course level placement. For details concerning assessments required please see the individual course descriptions.

Instruction and Course Load:

Five courses is a normal study load. Permission to enroll in six or more must be obtained in writing from the Division Chair prior to registration.

A student taking Upper Intermediate or Advanced Level ELS instruction, and wishing to register for up to two ABE Division Courses in Math and Computer Keyboarding, may do so as set out in the Calendar.

College Preparatory students registered in English 059 or 098/099 or in three CPE single skill courses,

may register, without permission, in two single block or one double block courses in Math, Science, Business and Computer Studies or Humanities.

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 the appropriate Department Head.

Instruction in most courses is based on a four-month term, with classes either in the day or in the evening. Each course requires attendance for five hours a week. Some courses are offered intensively for two months at 10 hours per week, particularly in the summer semester, May to August. Please check the semester schedule.

Each term of course work is complete in itself. A letter grade is earned for each course successfully completed. The final grades earned by students are based on assignments, test scores during the term, and final examinations. Regular attendance is essential. Arrangements can sometimes be made with instructors for shift workers to alternate between day and evening classes.

Books and Supplies:

Students are responsible for obtaining their own textbooks and supplies. These are obtainable through the King Edward Campus Bookstore, Room 2028. Students should check with their instructors before purchasing textbooks.

Term Work:

Term essays, tests, projects and reports assigned to students during the term account for over 50 percent of the final grade. For success in any course or program at King Edward Campus students must keep up-to-date in all assignments and class work. Students are encouraged to make use of the Learning Centre for extra help. The Learning Centre schedule is posted near the doors to Rooms 3053 and 3054.

Examinations:

In order to receive course credit, each student is required to write a final examination for each course taken. Students write their final examina-

tions during their last class sessions.

Auditing a Course:

Students are permitted to audit courses; full fees are required. Audit students may not change to credit status for the courses being audited. A student wishing to change from credit to audit status must request such a change within the first four weeks of classes. The transcript will indicate that the course has been audited.

Advance Credit or Transfer Credit:

Credit may be given on the basis of equivalent courses already completed, or on the basis of work experiences in areas related to the student's program. A student seeking advance or transfer credit is expected to produce the necessary documents, e.g., transcripts of grades, letters from employers.

To be eligible for any King Edward Campus Certificate or the Provincial Diploma, students must earn at least 50% of the credit for that credential at King Edward Campus. For example, a student wishing to receive the Advanced Certificate from King Edward Campus must earn at least 50% of the Advanced credit at K.E.C.

Withdrawals, Failure or N Letter Grades:

Students who officially withdraw from courses must follow the formal withdrawal procedure at the Student Records/Admissions Office on or before the last day for course withdrawals. The last day for official withdrawal from courses in each term is available in the Student Records/Admissions Office. Students who have obtained any combination of two Withdrawal (W), Failure (F), or Nonattendance (N) letter grades in a particular course must obtain permission to re-enrol in that course from the appropriate faculty advisor or Division Chair.

Note: Final responsibility for choice of program or courses rests with the student.

COLLEGE FOUNDATIONS - BUSINESS & COMPUTER STUDIES

Department Head Office: Room 2135
Telephone: 875-6111, Local 573

Instructional Staff:

Behnke, W.
Fornelli, F.
Henderson, A.
Hughes, J.
Jameson, M.M.
Lowe, E.M.
McElroy, A.
Mar, K.
Marshall, J.
Malo, L.
Tolsma, C., Department Head

The Business & Computer Studies Department offers courses in Accounting, Computer Keyboarding, Computer Studies, Computer Science, Finance, Law, and Word Processing. Not all courses listed are offered each term.

Self-paced programs for Accounting 062 and Accounting 072 are available for students wishing to complete the Advanced level or Accounting 11 equivalency within a more flexible time frame.

Assessments:

A student who has taken an introductory course in Accounting or Typing and who wishes to enroll in an Intermediate or Advanced Accounting or Keyboarding course must take an assessment before registering.

Accounting 062 (Accounting 11, half course)

Accounting 062 includes analysis of transaction, double-entry accounting, formal journalizing and posting, preparation of financial statements, and subsidiary ledger accounting.

Prerequisite: English 051 or equivalent.

Accounting 072 (Accounting 11, half course)

Accounting 072 includes the five-journal system, the one-write system, cash and banking activities, payroll accounting, adjustments to financial statements, the synoptic journal, and completion of the accounting cycle.

Prerequisites: English 051 or equivalent AND Accounting 062

Applied Accounting 082 (Accounting 12, half course)

Applied Accounting 082 is a computerized accounting course which enables students to use industry-standard computer software and systems to analyze and solve accounting problems to produce and present accounting reports.

Prerequisites: English 051 or equivalent AND Accounting 062. May be taken before, after, or at the same time as Accounting 072.

Computer Keyboarding 042 (Typing 9)

An introductory keyboarding (typing) course which will provide students with skills and techniques necessary to keyboard by touch. Proofreading, editing, and correcting techniques are included, as well as composition at the keyboard.

Prerequisite: English 031, or equivalent, E.S.L. Lower Intermediate, or Department Head approval.

Computer Keyboarding 062 (Typing 11, half course)

Computer Keyboarding 062 is a beginning course in touch keyboarding covering alphabetic, numeric, and symbol keys. This course includes an introduction to word processing. A keyboarding

speed of at least 25 words per minute must be attained before a student may proceed to Computer Keyboarding 072. Computer Keyboarding 062 is highly recommended for students intending to register for Computer Studies, Computer Science, and Applied Accounting courses.

Prerequisite: English 051 or equivalent.

Computer Keyboarding 072 (Typing 11, half course)

Computer Keyboarding 072 is an intermediate course in touch keyboarding. The student learns basic word processing concepts (editing, revising, and printing text) and how to format academic documents: essays, research reports, lab reports, and information arranged in tables.

Prerequisites: English 051 or equivalent AND Computer Keyboarding 062 or a typing assessment (minimum 25 words per minute).

Computer Studies 063 (Computer Studies 11, half course)

Computer Studies 063 is an introductory computer literacy course designed to provide the student with an orientation to the computer (how it developed, how it functions, what it can do, and what its limitations are). The topics covered include how to operate a microcomputer, a practical introduction to business and personal uses (word processing, electronic spreadsheets, and databases), the internal working of a computer, data storage devices, input and output devices, and the transmission of data between computers.

Prerequisite: English 051 or equivalent. An ability in touch-typing is highly recommended (refer to Computer Keyboarding 062). Computer Studies 063 may be taken before, after, or at the same time as Computer Studies 073.

Computer Studies 073 (Computer Studies 11, half course)

Computer Studies 073 is an introductory course in computer programming. The course emphasizes a clear definition of the problem, an orderly set of steps for solution, and a structured approach to programming. The topics covered include the programming cycle, problem solving techniques, BASIC language statements and commands, loops and subroutines, documentation and data file management.

Prerequisite: English 051 or equivalent. Mathematics 051 or equivalent is mandatory, and 061/071 is recommended. An ability in touch-typing is highly recommended (refer to Computer Keyboarding 062). Computer Studies 073 may be taken before, after, or at the same time as Computer Studies 063.

Computer Science 083 (Computer Science 12, half course)

Computer Science 083 is a second course in computer programming. It introduces the student to the Pascal programming language by first reviewing those structures already covered in the Computer Studies 073 level (in BASIC), and then by proceeding to more complicated Pascal data structures not available in BASIC. Although programming syntax and structures will be used throughout the course, a greater emphasis will be placed on the systematic approach to problem-solving. Students will be expected to show evidence of detailed and extensive planning prior to actual coding. They will also be expected to test their programs thoroughly and provide complete documentation on the programs they produce.

Prerequisites: English 051 or equivalent. Mathematics 051 or equivalent is mandatory, and 061/071 is recommended. No previous experience in Pascal programming language is assumed, but the entering student must have completed Computer Studies 073 or its equivalent.

Computer Science 093 (Computer Science 12, half course)

Computer Science 093 is an advanced course in Pascal computer programming. Topics include recursion functions and procedures, pointers, and linked lists. Students are assigned individual projects requiring a systematic approach to problem-solving.

Prerequisite: English 051 or equivalent, Computer Science 083

Finance 092 (Consumer Education 12, half course)

Finance 092 is a course in personal money management, or how to be an "intelligent" consumer. Topics include an introduction to the Canadian economy, the nature and function of business, budgeting, the money and banking systems, comparison shopping, credit, savings and investment.

Prerequisite: English 051 or equivalent.

Law 082 (Law 12, half course)

Law 082 is an introduction to Canadian law as it affects citizens in their everyday lives. Topics include the origins of our legal system, the Constitution and the Charter of Rights and Freedoms, the structure and function of the courts, the criminal law, and the tort (or civil) law.

Prerequisite: English 051 or equivalent. May be taken before, after, or at the same time as Law 092.

Law 092 (Law 12, half course OR Consumer Education 12, half course)

Law 092 is an introduction to Canadian law with particular emphasis on consumer issues. Topics include contracts, property law (owning and renting), family, labour law, and income tax law.

Prerequisite: English 051 or equivalent. May be taken before, after, or at the same time as Law 082.

Word Processing 082 (Office Procedures 12, half course)

Word Processing 082 introduces the student to basic word processing terminology and concepts and the use of professional word processing software. Emphasis is on producing documents used in business offices: business letters, memoranda, reports, and tables. A keyboarding speed of at least 45 words per minute must be attained to pass the course.

Prerequisites: English 051 or equivalent AND Computer Keyboarding 072 or a typing assessment (minimum 35 words per minute).

COLLEGE FOUNDATIONS - HUMANITIES (ENGLISH & SOCIAL SCIENCES)

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Providing an array of courses aimed at both advancing and enhancing reading, writing, speaking and analytical skills, the Humanities Department emphasizes the development of entry-level competencies for post-secondary studies. Courses

offered are: Economics, English, French, Geography, History, Literature, Psychology, Reading and Study Skills, Social Science, Spelling and Writing Skills, B.C./Pacific Studies.

ECONOMICS

Every individual and every society exists in an 'economic' world, a world in which people cannot have everything they want. Each person, business and society must choose between one thing or another: what is wanted more than something else; what to use up and what to save; what to do and what to make; and what to trade for what. Economics is the study of how people of every society organize a system by which to produce and distribute goods and services desired. These two courses offer students the added benefit of participating in state-of-the-art, computer-assisted learning.

Economics 094 (Economics 12, half course)

Economics 094 helps the student to understand the major economic systems in the world today: Capitalism and Socialism. Topics include: contemporary microeconomic principles and their application to the Canadian economy; a brief history of the market economy and the socialist alternative; supply and demand; determination of prices; the role of competition, monopoly, and oligopoly; corporate concentration in Canada; the influence of socialist theories; government intervention in the market.

Prerequisite: English 051 or equivalent, or an assessment.
Economics 094 and 095 do not have to be taken in sequence.

Economics 095 (Economics 12, half course)

Macroeconomics in the Canadian Economy

Economics 095 helps the student understand contemporary economic ideas and principles and their application to the Canadian economy. The student will learn how the price of goods and services are determined in our market economy and what causes those prices to rise and fall. Other major topics include unemployment, production, income, inflation, and government involvement in the economy. This course will enable the student to have a better understanding of the major economic issues facing Canada today.

Prerequisite: English 051 or equivalent, or a successful assessment. Economics 094 and 095 do not have to be taken in sequence.

ENGLISH

English 041 and 051 (English 9 and 10)

English 041 and 051 are courses designed to improve and develop communication skills in speech, in reading and in writing. Topics covered include 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: English 031, Fundamental English, or equivalent, or an assessment.

English 061 and 071 (Grade 11 Level)

English 061 and 071 are designed to prepare the student for Canadian Viewpoints 081 and 091. They are primarily composition courses in which the student progresses from writing paragraphs to planning and writing essays. The student develops critical reading and editorial skills by combining writing tasks with reading and discussing poetry, short stories, novels and plays.

English 061 concentrates on grammar, punctuation, paragraphs and short essays.

English 071 concentrates on essays, including the research essay.

Prerequisite: The prerequisite for English 061 is English 051, Reading and Study Skills 077, Intermediate English, or equivalent, or an assessment.

English 096 (English 12)

English 096 provides credit for English 12. Course content includes work on Language Skills, Reading Comprehension, Poetry, Prose, Drama, the Novel, and Composition. To enroll, students must meet the following criteria.

Prerequisite:

- Previous successful completion of Social Studies 11.
- Previous successful completion of English 11.

(In some cases, students who have completed Canadian Viewpoints 091 and who wish to upgrade a previous mark may also enroll.)

Canadian Viewpoints 081 and 091 (English 12 and Social Studies 11)

Canadian Viewpoints 081 and 091 are intended to introduce students to their unique national heritage as well as to strengthen their communication skills. Canadian Viewpoints 081 provides a general introduction to the field of Canadian studies. CV 081 also provides an introduction to highlights of Canadian history up to the Twentieth Century and to Canadian Literature in the form of the short story and drama. Canadian Viewpoints 091 builds on the basis of content and skills; studies include highlights of Twentieth Century history, contemporary social and political issues, and the Canadian novel. Both courses stress student participation in the form of class discussions, group activities and individual presentations.

It is recommended that C.V. 081 be taken first.

Prerequisite: English 071, Advanced English, or equivalent, or an assessment.

Literature 083 and 093 (Literature 12)

Literature 083 and 093 allow the student to read and appreciate some of the greatest writers in the English Language such as Chaucer, Shakespeare, Milton and many others. The student acquires skills that will help to analyze poetry, develop an appreciation of the theatre by reading plays and seeing them performed, and discover why literature, written many years ago, is so widely read and enjoyed today. These courses cover the literature chronologically.

Literature 083 covers major figures of English literature from Anglo-Saxon times (700 A.D.) to the pre-Romantic period (1800 A.D.).

Literature 093 covers major figures of English literature from the Romantic period (1800 A.D.) to today.

Prerequisite: English 071, Advanced English, or equivalent, or an assessment. Literature 083 and 093 do not have to be taken in sequence.

Reading and Study Skills 077

Reading and Study Skills 077 is an individualized course designed to help the student whose reading ability is weak. Also, the student practices and develops the skills necessary for efficient reading and studying. Lecture time is limited: most of the five hours per week are spent working in the laboratory.

Prerequisite: Students with a score of 59 or lower on the K.E.C. Reading Assessment must take Reading and Study Skills 077.

Reading and Study Skills 097

Reading and Study Skills 097 helps the student who can read reasonably well to become efficient in all reading and study areas. The student learns a

variety of methods in dealing with printed material, as well as some basic skills in reading/writing work. Attention is given to speed.

Prerequisite: Reading and Study Skills 077 or a score of 60 or higher on the Reading Assessment.
Note: Students do not have to take both Reading and Study Skills 077 and 097. Credit is granted for one or the other, not both.

Spelling, Vocabulary and Punctuation 000 (non-credit)

This course is designed to help the student overcome poor spelling habits, expand vocabulary, and improve spelling and sentence skills.

Prerequisite: A desire to improve spelling and sentence skills..

Writing Skills 097

This course is designed to give the student confidence in writing through practice and encouragement. The course, through individual attention, provides opportunities for the student to correct writing faults and to improve written expression.

Prerequisites: A desire to improve one's writing and English 051 or equivalent, a successful assessment, or Department Head's Approval.

FRENCH

French 051 (Grade 10 Level)

This is a beginner's course in French, so no previous knowledge of the language is necessary. The major emphasis is on learning how to converse in everyday situations, such as ordering a meal in a restaurant, or greeting and getting to know people. In addition, attention will be paid to simple reading and writing in French. This course is the prerequisite to French 061.

Prerequisite: Completion of or simultaneous enrollment in English 051 or equivalent.

French 061 and 071 (French 11)

These courses are designed to develop oral fluency in everyday situations. Conversational practice, therefore, has a high priority, but reading, writing and grammar are also important. Completion of both courses (061 before 071) provides credit equivalent to French 11 or French 115 and 215 at the Langara Campus, enabling the student to continue French studies at a higher level.

Prerequisites: English 051 or equivalent; French 10 or French 051, or equivalent. Reading and Study Skills 077 is also recommended.
(Additional courses in French and other modern languages including German and Spanish are offered at the Langara Campus. For additional information about these courses please refer to the Langara Campus Calendar or telephone 324-5221.)

GEOGRAPHY

Geography provides explanation and understanding of the characteristics of places on the earth.

Note: Geography 094 plus either Geography 095 or Geography 098 provide Geography 12 credit.

Geography 094 (Geography 12, half course)

Physical Geography

This course helps the student understand the physical processes which shape the natural environments found on the earth. Emphasis is placed on developing understanding about the atmosphere (weather and climate); biogeography (soils and vegetation); and geomorphology (landforms and processes of landform change).

Prerequisite: English 051 or equivalent, or an

assessment. Geography 094, 095 and 098 do not have to be taken in sequence. They may be taken concurrently.

Geography 095 (Geography 12, half course)

Human Geography

This course helps the student understand how humans relate to their earth and how they are changing the face of this planet. Emphasis is placed on understanding how people see their world (perception); how they organize and shape their world (cultural variations); and what kind of future world they envision.

Prerequisite: English 051 or equivalent, or an assessment. Geography 094, 095 and 098 do not have to be taken in sequence. They may be taken concurrently.

Geography 098 (Geography 12, half course)

Geography of Cities (Urban Geography)

This course helps the student understand the environment in which most people live - cities and urban areas. The course deals with general themes such as the growth of cities; why cities are where they are; how cities are structured; what happens in different parts of cities and why. Field studies will be carried out in the Vancouver area.

Prerequisite: English 051 or equivalent, or an assessment. Geography 094, 095, and 098 do not have to be taken in sequence. They may be taken concurrently.

HISTORY

The study of history helps the student understand the problems and social patterns of the present. History is an important part of a total education; it broadens perspectives of the world and provides a better understanding of national and international events.

Note: History 095 plus either History 094 or History 098 provide History 12 credit.

History 094 (History 12, half course)

The Revolutionary Age of the Nineteenth Century

This course helps the student understand that the basic framework of the modern world has been shaped by events and ideas dating from the early nineteenth century. Ideas concerning the freedom of the individual, political institutions and beliefs, technology, ideologies, concepts of the nation state and the idea of an integrated world all date from earlier events.

Prerequisite: English 051 or equivalent, or a successful assessment. History 094, 095 and 098 need not be taken in sequence; they may be taken concurrently.

History 095 (History 12, half course)

The Twentieth Century Modern World - Eight Decades of Change

This course helps the student relate to the study of events, ideas, politics, economics and other themes to our contemporary, interdependent "global village". The course deals with the great changes that have taken place in this century - more than in all of early human history combined - and thus helps the student understand the present state of the world.

Prerequisite: English 051 or equivalent, or an assessment. History 094, 095 and 098 need not be taken in sequence; they may be taken concurrently.

History 098 (History 12, half course)

The Oriental Heritage and Asia Today

This course introduces the student to the great

civilizations of Asia: India, China and Japan. The course deals with the people, their religions, their philosophies, their culture, their art, their historical development, and the contributions and significance of these nations to the modern world.

Prerequisite: English 051 or equivalent, or an assessment. History 094, 095 and 098 need not be taken in sequence; they may be taken concurrently.

British Columbia/Pacific Studies 061

This is a course that focuses on the nations of the Pacific Rim that presently continue to have important involvement and relations with Canada and British Columbia. The emphasis is on present and recent past patterns of trade, investment, and immigration between Pacific Rim nations and British Columbia. An attempt will be made to forecast the growing future importance of British Columbia's ties with these nations and regions.

Specific countries of greatest present day importance include: Japan, Korea, Taiwan, Hong Kong, China, Russia, India, Indonesia, Australia and New Zealand. Other Pacific Rim countries that have dealings with Canada will also be studied, such as those of South East Asia, the South Pacific (Oceania), and Latin America.

Prerequisite: English 051, Intermediate English or equivalent.

British Columbia/Pacific Studies 071

The focus of this course is on British Columbia's development from a Pacific perspective. To a great extent, the province's growth has been historically, economically, and geographically related either to Pacific Rim nations or European nations which approached it via the Pacific. Many of the industries and other important economic activities in British Columbia, as well as many of the people involved in these, are ties to countries across the Pacific.

In this course, then, the specific concerns are British Columbia's past and present economic activities and geographic patterns of development as related to its Pacific location. The role of Pacific Rim nations and the Pacific orientation in British Columbia's exploration, import and export trade, investment and immigration will be continually analyzed and evaluated.

Prerequisite: English 051, Intermediate English or equivalent.

MUSIC

Basic Music Theory 003 (Offered through Music Department)

Basic Music Theory 003 offers the fundamentals of music theory, including bass, treble, alto, and tenor clefs, the major and minor scales, modes, key signatures, intervals, melody, transposition, and rudimentary harmony.

Prerequisite: English 051, English 10, Intermediate English or equivalent.

PSYCHOLOGY

Psychology 061/071 (Psychology 11)

Psychology 061 and Psychology 071 provide an introduction to the study of human behaviour. These courses will focus on the process of coping with oneself, one's environment and interpersonal relationships in today's world. They will cover fundamental aspects of psychological theories of personality and behaviour (psychoanalytical, behavioural, trait and humanistic). Psychology 061 will include units on communication, dealing with loss/transitions, and stress. Psychology 071 will include units on adult development, approaches to psychotherapy and the application of therapeutic approaches in terms of substance abuse and adult survivors of child abuse. These courses offer both theoretical and experiential material; students can

become more self-aware and able to apply psychological concepts to everyday life. These courses are not designed for students seeking personal therapy. Psychology 061 and 071 are recommended particularly for students who are interested in the helping professions. It is recommended, but not essential, that students complete Psychology 061 before taking Psychology 071.

Prerequisite: (one of the following)

1. B in English 051 and Reading and Study Skills 077
2. Writing Skills 097 and Reading and Study Skills 077
3. English 059
4. Concurrent enrollment in English 061 or equivalent.

Note: Psychology 061 will be offered for the first time in September, 1990 and Psychology 071 will be offered in January, 1991.

SOCIAL SCIENCE

Social Science 051 (Grade 10 Level Course)

Social Science 051 introduces the student to some of the basic concepts and methods of the Social Sciences, particularly in the subject areas of Economics and Geography. The basic theme of the course is the "Functioning of Canadian Society" within the setting of social, cultural, economic and natural environments. The course is designed to be of practical value to students facing a very complex world. The course also serves as a preparation for students planning to enter higher level social science courses.

Prerequisite: English 041 or equivalent, or an assessment or concurrent enrollment in a course offered by the English as a Second Language (E.S.L.) Division.

As of January 1990, the prerequisite for all Provincial level social science courses will be English 051 and Reading and Study Skills 077, or equivalent, or a successful assessment.

COLLEGE FOUNDATIONS - MATHEMATICS

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The goal of this department is to enable the adult student to study mathematics in an environment where the student can make progress and experience success. To achieve this goal the new student must enter the course appropriate to his/her background. Therefore, when the student has not taken a mathematics course during the past two years, an assessment is recommended. E.S.L. students must be at the Upper Intermediate Level of English or higher.

Courses offered in double-block classes (2 hours daily) allow a student to complete a course in two months or a grade level equivalency in one four-month term. Double-block classes are very intensive; they are not recommended for students who have difficulty with mathematics or who have an unduly heavy workload.

Mathematics Skills 007

Mathematics Skills 007 is designed for the student who has experienced difficulty with mathematics. It can be taken as a pre-algebra course or along with other algebra courses. This course provides the student with a detailed review of arithmetic (whole numbers, fractions, decimals, percentages) along with introductory skills needed for geometry, metric measurement and algebra. Emphasis is

placed on problem solving throughout the course.

Prerequisite: Minimum of Mathematics 031, Mathematics 8 or an assessment.

Mathematics 050 and 051 (Academic Mathematics 10)

Mathematics 050 and 051 are A.B.E. Intermediate Level Mathematics courses designed for the student who has never studied academic mathematics before or who is lacking a good foundation in basic algebraic skills. The content includes: a review of basic Math skills; a study of measurement; introductory algebra and geometry. Mathematics 050 must be taken before Mathematics 051; both courses can be completed in one semester by taking a double-block class.

Mathematics 050 (Academic Mathematics 10, half course)

Mathematics 050 is one half of the A.B.E. Intermediate Level Algebraic Mathematics and is intended to give the student a good foundation in elementary algebra and measurement. The algebra section of the course includes: signed numbers, words and symbols used in algebra, variable expressions, exponents, equations, ratio and proportion, problem-solving. The measurement section includes: metric measurement, perimeter, area, volume.

Prerequisite: Mathematics Skills 007, General Mathematics 10, Academic Mathematics 9 or equivalent, or a successful assessment.

Mathematics 051 (Academic Mathematics 10, half course)

Mathematics 051 is one half of the A.B.E. Intermediate Level Algebraic Mathematics and builds on the concepts developed in Mathematics 050 in both algebra and geometry. The algebra section includes: equations, signed numbers, word problems, exponents, scientific notation, operations with polynomials, simple factoring. The geometry

section of the course includes: a study of plane figures; basic constructions; angle relationships and measurements; parallel lines; congruent and similar triangles; Pythagoras' Theorem; basic trigonometric ratios; graphing in the plane.

Prerequisite: Mathematics 050 or equivalent, or a successful assessment.

Mathematics 061 and 071 (Academic Mathematics 11)

Mathematics 061 and 071 are A.B.E. Advanced Level Algebraic Mathematics courses designed to give students a good foundation in intermediate algebra and to prepare them for Mathematics 083 and 093. It is recommended that Mathematics 061 be taken before Mathematics 071. However, both courses can be completed in one semester by either taking a double-block class, or by taking both courses concurrently.

Mathematics 061 (Academic Mathematics 11, half course)

Mathematics 061 is one half of the A.B.E. Advanced Level Algebraic Mathematics. Topics covered include: review of basic algebra and real number properties; solving equations and inequalities; graphing linear equations; problem solving; systems of equations; basic trigonometry.

Prerequisite: Mathematics 051 or 551, Academic Mathematics 10 or equivalent, or a successful assessment.

Mathematics 071 (Academic Mathematics 11, half course)

Mathematics 071 is one half of the A.B.E. Advanced Level Algebraic Mathematics. Topics covered include: polynomials and factoring; functions; algebraic fractional expressions; problem solving; variation; polynomial division; exponents and radicals; quadratic equations and functions.

Prerequisite: Mathematics 061 or equivalent, or an assessment.

Mathematics 083 and 093 (Algebra 12)

Mathematics 083 and 093 are A.B.E. Provincial Level Mathematics courses designed to prepare students with the advanced algebra skills and trigonometry necessary for entry to post-secondary academic, technical or vocational programs. Although these are essentially pre-calculus courses, Mathematics 093 includes an introduction to calculus. It is recommended that Mathematics 083 be taken before Mathematics 093, but both courses can be taken concurrently if the student has previously taken Algebra 12, or equivalent. Both courses can be completed in one semester by taking a double-block class.

Mathematics 083 (Algebra 12, half course)

Mathematics 083 is one half of the A.B.E. Provincial Level Mathematics. It is designed to prepare students with the advanced algebra skills necessary for entry to post-secondary academic, technical or vocational programs. Topics covered include: review of basic concepts of algebra, equations and applied problems, complex numbers, relations, functions and transformations, linear and quadratic functions and inequalities, polynomial functions, exponential and logarithmic functions.

Prerequisite: Mathematics 071 or 661/771, Academic Mathematics 11 or equivalent, or a successful assessment.

Mathematics 093 (Algebra 12, half course)

Mathematics 093 is one half of the A.B.E. Provincial Level Mathematics. The content covered includes: basic principles of trigonometry, trigonometric problems involving identities, graphs of trigonometric functions, sine and cosine laws,

circular functions and their inverses, vectors, complex numbers, systems of equations and inequalities, second degree equations and their graphs, sequences and series, and an introduction to calculus.

Prerequisite: Mathematics 083 or equivalent.

Mathematics 096 (Calculus 12)

Mathematics 096 is one term calculus course designed to ease the transition from Algebra 12 to post-secondary calculus courses. The course content covers the basics of single variable calculus: limits; rates of change; optimization problems; curve sketching; derivatives and their applications; an introduction to areas and integration.

Prerequisite: Mathematics 083 and 093, or equivalent, or can be taken concurrently with Math 093.

COLLEGE FOUNDATIONS - SCIENCE

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The goals of the Science Program are to satisfy academic requirements and prerequisites, foster scientific thinking and enhance an appreciation of the beauty and integrity of the natural world - an understanding of which is essential for making informed social, political, economic and technological decisions in a modern society.

Emphasis is placed on using the scientific method for problem solving and on using logical thinking skills rather than on the memorization of "facts" to enhance our ability to solve everyday problems.

Where the student has not taken a mathematics course during the prior five years, an assessment is required. E.S.L. students must be at the English 059 level or higher except where indicated.



SCIENCE

Science 051 (Science 10)

Science 051 gives the student a general introduction to the sciences. While developing a strong background in three major science areas - Physics, Chemistry, and Biology - the student also acquires practical skills in problem solving. Many of the topics relate to everyday life. Included are such subjects as ecology, nutrition, genetics and atomic

structure. A variety of experiments and activities are performed with an emphasis on the scientific method.

Prerequisites: Mathematics 051, English 051 and/or Reading and Study Skills 077 must be taken before or concurrently.

BIOLOGY

Biology 061 and 071 (Biology 11)

These courses reflect the 1986 provincial curriculum. An ecological approach is used to study the diversity of life, the interactions of organisms in their environments, evolution, and environmental topics of local interest. Basic scientific concepts and skills are stressed and critical analysis is encouraged. Field work is emphasized - students are credited for fieldtrips taken outside of class time, often on weekends.

It is recommended that Biology 061 be taken either prior to or concurrently with Biology 071. If necessary, students may take Biology 071 before Biology 061.

Biology 061 (Biology 11, half course)

Biology 061 provides an introduction to Biology. Students study evolution, the origin of life micro-organisms, local land and aquatic Ecology, plant identification and selected topics in applied Ecology.

Prerequisites: English 051, Science 051 and Mathematics 051.

Biology 071 (Biology 11, half course)

Biology 071 students study plants and animals, including humans and examine their structures, functions, evolution and environments, including human interactions with selected species.

Prerequisites: English 051, Science 051 and Mathematics 051.

Biology 083 and 093 (Biology 12)

These courses take the student from the structure and function of cells and their components to the structure and function of the human body as a whole. An emphasis is placed on laboratory sessions to give students experience in practical science. Biology 083 and 093 are well-suited to those entering health-oriented careers as well as those wanting a better understanding of what makes a human being function.

Biology 083 and 093 may be taken concurrently. Also Biology 093 may be taken before or after 083.

Biology 083 (Biology 12, half course)

Biology 083 introduces the student to the study of the cell - its components, its Chemistry, its functioning and its genetics. Students examine the cell, which hold the secrets unifying all life. Students study diets and link them to cellular metabolism. Students examine their family histories and link them to the blueprint of life itself - DNA. Topics discussed include nutrition, cancer, immunology, human genetics, genetic engineering, and bioenergetics.

Prerequisites: Mathematics 051, English 051 or 059 and one of the following: Biology 061 or Biology 071 or Chemistry 061 or Physics 061. It is recommended that Chemistry 061 be taken before or concurrently with Biology 083.

Biology 093 (Biology 12, half course)

Biology 093 encompasses human anatomy and physiology. Emphasis is placed on students studying their own bodies, linking the academic to the practical. Students are offered not only a back-

ground to the western approach to medicine, but also some less conventional perspectives as well. The students become the subject of the laboratory sessions which include: senses, cardiovascular systems, and kidneys. Additional topics explored include male and female reproduction, brain and mind, medical aspects of organ physiology, digestion, stress and embryology.

Prerequisites: Mathematics 051, English 051 or 059 and one of the following: Biology 061 or Biology 071 or Chemistry 061. It is recommended that Biology 083 be taken concurrently or before Biology 093. If necessary, students may take Biology 093 before Biology 083.

CHEMISTRY

Chemistry 061 and 071 (Chemistry 11)

These two courses are designed for the adult beginner who seeks to master the basics of Chemistry and to proceed to the first year of study at a post-secondary level. These courses emphasize the methods of science, problem solving techniques, basic laboratory skills and the writing of scientific reports.

These courses may be taken concurrently or individually with Chemistry 061 preceding Chemistry 071.

Chemistry 061 (Chemistry 11, half course)

Chemistry 061 is an introduction to the basic concepts and skills required for the study of Chemistry. Skills to be acquired by the student include: the manipulation of scientific notation and significant figures; the balancing of equations; problem solving procedures based on chemical reactions and the behaviour of gases. A 'hands-on' laboratory is included. The student is encouraged

to ask questions and to participate in class discussions. In-class problem solving sessions are held.

Prerequisites: English 051. English 059 must be taken before or concurrently with Chemistry 061. No previous chemistry is required. Science 051 is recommended. Mathematics 061 must be taken concurrently or before Chemistry 061, however it is recommended that it be taken before Chemistry 061.

Chemistry 071

(Chemistry 11, half course)

Chemistry 071 deals with the more sophisticated concepts of atomic structure and chemical bonds. The student is afforded a better understanding of chemical reactions and the formation of compounds. In one of the experiments included in the 'hands-on' laboratory component of the course, the student makes aspirin. Brief introductions to organic chemistry and to nuclear chemistry are also given.

Prerequisites: Chemistry 061 must be taken before or concurrently with Chemistry 071; Mathematics 061 is required and Science 051 is recommended.

Chemistry 083 and 093

(Chemistry 12)

These courses are designed to give the student a solid background in chemical concepts ranging from the origin and structure of molecules to chemical equilibria. The student gains practical experience working in the laboratory.

Chemistry 083 and 093 may be taken concurrently or in any order.

Chemistry 083

(Chemistry 12, half course)

Chemistry 083 examines the structure and properties of matter. It begins with a brief investigation of atomic structure, from the discovery of subatomic particles to quantum mechanics. The application of

this knowledge reveals the value of the periodic table as a predictive device. Oxidation - reduction reactions are also examined.

Prerequisites: Chemistry 071 and Mathematics 061.

Chemistry 093

(Chemistry 12, half course)

Chemistry 093 investigates WHY and HOW chemical reactions take place. Reaction kinetics and chemical equilibrium (qualitative and quantitative aspects) are studied, followed by acid-base systems. These concepts are then applied to electrochemistry and the chemistry of the halogens. This course provides an insight into the role of chemistry in industry and its role in the explanation of natural phenomena encountered in everyday life. (It is advised that stoichiometry be reviewed prior to entering this class).

Prerequisites: Chemistry 071 and Mathematics 061.

PHYSICS

Physics 061 and 071

(Physics 11)

These introductory Physics courses are designed to involve the student in learning the fundamental concepts of classical and twentieth century physics. The approach is both conceptual and participatory. Student activities, exercises and experiments lead to concept development which is then enhanced by a more mathematical treatment.

These courses may be taken concurrently or individually, with Physics 061 preceding Physics 071.

Physics 061

(Physics 11, half course)

Physics 061 is designed to introduce the student to the basic concepts of physics. Motion is introduced in a common sense manner, drawing on everyday experiences. Gradually, mathematical models are

developed allowing the student to quantify observations and predictions. Course content includes Newtonian mechanics; momentum and energy and an introduction to Special Relativity.

Prerequisite: English 051 and Mathematics 061. It is possible to take Mathematics 061 and Physics 061 concurrently but it is not recommended. English 059 must be taken concurrently or before Physics 061, however, it is recommended that English 059 be taken before Physics 061.

Physics 071

(Physics 11, half course)

Physics 071 focuses on sound, light and electricity. This course also includes radioactivity and examines some of the benefits and disadvantages of nuclear technology.

Prerequisites: English 051 and Mathematics 061. Physics 061 is required if it is not taken concurrently with Physics 071. English 059 must be taken concurrently or before Physics 071, however, it is recommended that English 059 be taken before Physics 071.

Physics 083 and 093

(Physics 12)

These courses are designed for the student who requires a thorough grounding in the principles and applications of classical and modern physics. Emphasis is placed on problem solving and on the mathematical relationships describing physical events.

Physics 083 and 093 may be taken concurrently or individually, in any order.

Physics 083

(Physics 12, half course)

Physics 083 begins with the study of kinematics in one and two dimensions. The equations of motion are utilized, stressing the vector nature of the

physical quantities. Vector addition and manipulation are covered using trigonometric component methods. The same vector techniques, employed in the study of dynamics, lead to circular motion and the theory of gravitation. Systems of forces in equilibrium are investigated and the results are applied to an introduction to the strength of materials which involve stress and strain.

To complete this course in classical physics, the Instructor may choose from a number of options which may include thermodynamics, fluid dynamics or introductory acoustics.

Prerequisites: Physics 061 and 071, Mathematics 061 and 071. Completion of Mathematics 083 and 093 is strongly recommended.

Physics 093

(Physics 12, half course)

Physics 093 begins with the study of electrostatics. Coulomb's Law is applied to two-dimensional situations which involve multiple charges. The vector addition of the forces involved utilizes the trigonometric component method. The concepts of the electric field and electric potential are explored and the characteristics of capacitors are investigated. Electric current is studied in detail, in both AC and DC forms. The behaviour of circuit elements such as capacitors, resistors and inductors is studied leading to an understanding of electrical resonance in AC circuits. Further study of electromagnetism and electromagnetic radiation leads to an introduction to basic electronics and the characteristics of diodes and transistors. To complete the course, the Instructor may choose from a number of options which include optics, quantum mechanics or radioactivity and nuclear physics.

Prerequisites: Physics 061 and 071, Mathematics 061 and 071. Completion of Mathematics 083 and 093 is strongly recommended.

ADULT SPECIAL EDUCATION FOR THE HEARING IMPAIRED



Program Office: 2043
Telephone (VOICE): 875-6111, Local 444
(TTY/TDD FOR DEAF): 875-8210

Instructional Staff:

Chan, H.S., Coordinator
Nielsen, A.
Vlug, L.
Williams, L.

Program Objective:

The program for the hearing impaired is designed to give deaf or hard of hearing students the basic education or skills required for admission to further vocational and/or academic training in order to increase their opportunities for employment.

Program Content:

Day and evening classes and individualized instruction are available from a basic entry level to an advanced level in communication skills, speech reading, life skills, English, Mathematics and Science. Deaf culture and History are offered as an elective. Oral/aural and manual systems of communication are used according to the needs of the students. Students at the more advanced levels will normally be encouraged to integrate into regular Adult Basic Education programs at the King Edward Campus. Modern hearing, video computer and telephone devices are available. Interpreter and other support services are available.

Entrance Requirements:

Deaf and hard of hearing students should be 18 years old or older; however, sometimes students who are between 15 and 18 years of age and who have been out of school for at least one year are accepted.

Enrollment:

Continuous enrollment is possible, as space permits, from September to June, for full-time and part-time students. Students who enroll for evening classes only must register at either the beginning of September, January or April. Full-time students may pay monthly tuition fees and all other miscellaneous fees. The fees for part-time students are pro-rated.

If an interpreter, or other support service is required, King Edward Campus should be notified at least two months prior to registration. Otherwise, assistance may not be available. For arrangement of services, contact Terry Reid, Coordinator of Special Education Services at 324-5509 or the Special Needs Counsellor in the Counselling Department.

Further Information:

Please contact the Admissions/Student Records Office or the Co-ordinator of Adult Special Education for the Hearing Impaired at King Edward Campus for information about fees, registration dates and times.

ADULT SPECIAL EDUCATION FOR THE VISUALLY IMPAIRED

Program Office: Room 2041
Telephone: 875-6111, Local 442

Instructional Staff:
Masse, G., Coordinator
Morley, A.
Rose, P.

Program Objective:

The program for visually impaired adults is designed to give both blind and low vision students the basic education required for admission to further vocational and/or academic training in order to enhance their employability.

Program Content:

Classes of individualized instruction are available in subjects ranging from English and Mathematics, to training in communication skills such as braille and typing. Instruction is also provided in the use and care of adaptive equipment such as the Optacon, Visualtek, and IBM compatible computer equipment with large print and speech options. Students at advanced levels will normally be encouraged to integrate into regular upgrading or training programs at Vancouver Community College. For those students who register in other programs, support services are provided by both the program for visually impaired adults and by the Learning Centre at King Edward Campus.

Entrance Requirements:

Blind or low vision students should be 18 years of age or older; however, students between the ages of 15 and 18 who have been out of school for at least one year may be accepted.

Enrollment:

Continuous enrollment, as space permits, is possible for full-time or part-time students from September to June. A monthly tuition fee is levied for full-time students; the fee is pro-rated for part-time students.

If braille or other support services are required for students wishing to attend regular classes, King Edward Campus should be notified at least two months prior to registration. Otherwise, assistance may not be available. For arrangement of services, contact Terry Reid, Coordinator of Special Education Services at 324-5509 or the Special Needs Counsellor in the Counselling Department, at 875-8208. (Phone us).

Further Information:

Please contact the Admissions/Student Records Office or the Co-ordinator of Adult Special Education for the Visually Impaired at King Edward Campus for information about fees, registration dates and times.

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

King Edward Campus has been designated as the General Education Development testing centre in the City of Vancouver. The G.E.D. test battery consists of five tests of general knowledge in the areas of Writing Skills, Social Studies, Science, Reading and Mathematics. Successful completion of the tests grants students the British Columbia Secondary School Equivalency Certificate, which may be useful for employment purposes or for admission to certain post-secondary programs.

Applicants must meet the following requirements.

They must:

- be a permanent citizen of Canada (that is, a citizen or a landed immigrant);
- be at least 19 years of age;
- be a resident of British Columbia;
- have been out of school for at least one full academic year;
- not have received a Grade 12 graduation certificate from any institution (This does not include the adult equivalency certificate or diploma from King Edward Campus).

Candidates may prepare for these tests by registering in appropriate courses offered by the Adult Basic Education Division at King Edward Campus. The B.T.S.D. Department provides a flexible program that includes assessment, personalized prescription and appropriate skills instruction and review. A study text is available through local libraries or may be purchased at the King Edward Campus Bookstore. Additional information and application forms may be obtained by contacting the Counselling Resource Centre at 875-8228/9.

NATIVE EDUCATION CENTRE

The Native Education Centre is an affiliate of Vancouver Community College.

Location: 285 East 5th Avenue,
Vancouver, B.C. V5T 1H2
Telephone: (604) 873-3761 in B.C.,
or 1-800-663-5405

The Native Education Centre offers educational and training programs which respond to the needs of adult Native people. The Centre believes that quality educational and training programs can be delivered to Native people within the cultural values and beliefs of Indian people. Since the Centre is located in an urban environment, these cultural perspectives reflect many Indian Nations throughout North America. Overall, the Centre stresses quality in all its programs and expects that students share this attitude. These high standards are consistent with the traditional demands of Indian Nations and the contemporary needs of Native people. The developments associated with the Indian self-government demand that Native people acquire educational and training skills within the context of pride and strength in their culture. The Native Education Centre's programs are directed at these goals.

The programs being offered in 1990-1991 are:

1. Native Literacy Centre
2. Native Adult Basic Education (N.A.B.E.)
Levels 1 - 3

3. College Preparation
4. Secretarial Office Training
5. Micro-computer Office Training
6. Native Public Administration
7. Native Criminal Justice Training
8. Native Tourism Supervisors and Management Training
9. Native Science and Health Careers for College/University Preparation
10. Native Early Childhood Education
11. Native Family & Community Counselling Training

CAREER DIVISION



Division Chair: Lewin, 5, Room 404
Telephone: 873-4111, Local 725

Programs of this division are designed to provide skill training in a variety of specialized areas including advanced technical training.

SCHEDULE OF PROGRAMS

Music Diploma Program

Registrations are in September and January for the University Transfer Program.

Pharmacy Technical Assistant Program

There are two intakes per year: September and March.

Technical Training Programs

- Automotive Collision Repair Technician

Intakes occur in January, April, July and October.

- Automotive Painting and Refinishing Technician

Intakes occur in January, April, July, and October.

- Automotive Technician

Intakes occur in January, March, May, July, September and November.

- Diesel Technician

Intakes for this program occur in January, April and October.

Institutional Aide Program

There are three intakes per year: January, April and September.

CAREER DIVISION

Division Chair: Lewindon, S., Room 4054
Telephone: 875-6111, Local 725

Programs of this division are designed to provide skill training in a variety of specialized areas - including advanced technical training.

SCHEDULE OF PROGRAMS

Music Diploma Program:

Registrations are in September and January, for this University Transfer Program.

Pharmacy Technical Assistant Program:

There are two intakes per year: September and March.

Technical Training Programs:

- **Automotive Collision Repair Technician:**
Intakes occur in January, April, July and October.
- **Automotive Painting and Refinishing Technician:**
Intakes occur in January, April, July, and October.
- **Automotive Technician:**
Intakes occur in January, March, May, July, September and November.
- **Diesel Technician:**
Intakes for this program occur in January, April and October.

Institutional Aide Program:

There are three intakes per year; January, April and September.

Department of Sign Language Studies:

Interpreter Development Program

- Entry Level (300)

This three-month program begins each September, January and April.

- Fluency Level (400)

This ten month program begins each September.

Sign Language Development Courses (Part-time Evening Program):

There are three sessions per year: January to April; May to June; and, September to December.

- Summer Session in Sign Language

MUSIC PROGRAM



Program Office: Room 3271
Telephone: 875-8220

Instructional Staff:
Branter, D.
Cuthbertson, M.
Domer, J., Department Head
Duke, D.
Ehling, M.
Fairholm, B.
Greene, T.
Gunn, S.
Hamm, J.
Kidd, K.
Koch, T.
McKenzie, R.
Regier, M.
Smith, T., Program Coordinator
Taylor, P.
Van Wyck, G.

Instrumental and Voice teachers listed in departmental calendar.

The two-year university transfer Music Diploma Program is designed to:

- provide professional training for potential and practising musicians;
- provide necessary courses of instruction for performance-oriented students who may wish to pursue their studies at a more advanced level following the completion of the College Program.

For post-secondary students who have not yet decided on an area of specialization, the Music Diploma Program is designed with maximum flexibility so as to allow all students the opportunity to choose alternate courses of study at any time during the two years.

Other options available include:

- specialized training in individual courses for part-time students (space permitting);
- College community ensembles such as Healey Willan Choir, Wind Ensemble, stage bands,

- and various small ensembles.
- a Preparatory Program designed to give prospective post-secondary music students a stronger foundation in the fundamentals of music theory, literature, rhythmic notation, and ear training.

Members of the faculty include some of Canada's finest musicians. They bring to the student years of training and experience, and they assist students in becoming involved in the professional music community. Students are encouraged to become involved in public and educational performances.

Entrance:

Auditions and musicianship examinations are held during April, June, and August. Applicants for admission to the Diploma Program will be required to take entrance examinations which include theory, aural perception, and notation. Audition requirements to enter the Music Program differ for each instrument, and vary from option to option.

Prospective students should contact the Music Department at 875-8220, to arrange for an interview, and to receive a full calendar of course and Music Program requirements.

PHARMACY TECHNICAL ASSISTANT PROGRAM

Program Office: Room 2099/2121
Telephone: 875-6111, Local 470

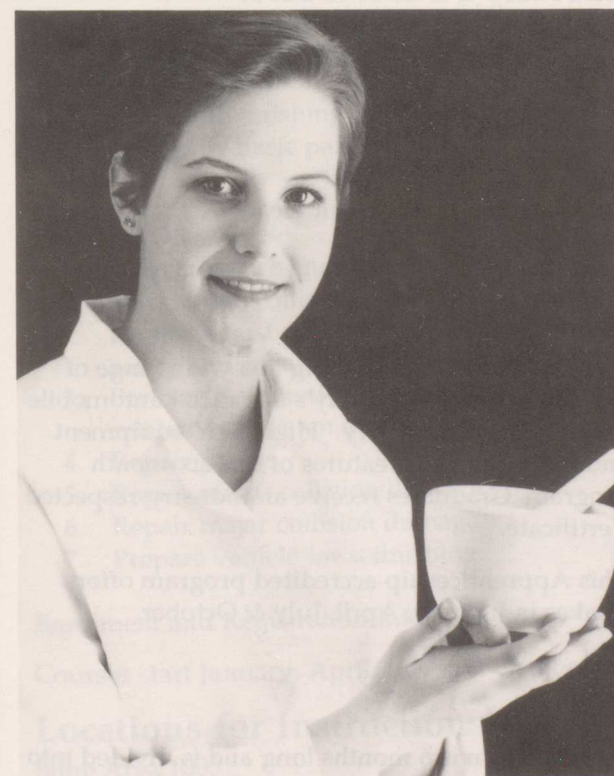
Instructional Staff:
Aro, S., Coordinator
Bowman, S.

Objective:

The Pharmacy Technical Assistant Program is designed to train students for employment as assistants in community and hospital pharmacies.

Students gain knowledge and skills relevant to the technical and clerical aspects of the pharmacy profession.

This five-month program includes a practicum work experience in a community and hospital pharmacy.



Content:

The topics covered include; job orientation; pharmacy equipment; prescription preparation; mathematical skills in pharmacy; inventory maintenance; record keeping; pharmaceutical products; compounding; sterile product handling; hospital pharmacy procedures; Safety-Oriented First Aid; W.H.M.I.S.

Instructional Methods:

The program includes theory, demonstrations, and

practice in the classroom, as well as various films, field trips and guest speakers. Students will be assigned field practice in community and hospital pharmacies. During the practicum, the hours of attendance will vary and students must be prepared to travel to various locations in the Lower Mainland.

Entrance Requirements:

To be successful in completing the program, and in obtaining employment, the following admission requirements apply:

All applicants are required to take a Mathematics and English (Reading and Writing) Assessment at the King Edward Campus Assessment Centre. Assessment results must show:

Mathematics - Basic Arithmetic score of 80%.
English - For Reading - a score of 60 or higher and for Writing a score of 55 or higher.

- excellent communication skills
- an acceptable equivalent to grade 12 completion (applicants with English as a second language must have successfully completed College Preparatory English 099 or have a score of 145 or higher with a minimum of 18 in composition on the English Language Assessment)

Computer Keyboarding Skills with a typing speed of 35 correct words per minute. (Appointments for typing assessments are made through the Assessment Centre.)

Requirements:

- Basic computer literacy skills or;
- introductory word processing skills;
- good health with the ability to stand up for a full working day.

Recommended Characteristics:

- ability to work independently
- good manual dexterity

- good eye-hand coordination
- an interest in working with people

Enrollment Information:

Enrollment for this five-month program is in March and September. Classes are held daily, Monday through Friday between 8:30 a.m. and 3:30 p.m.

Fees and Additional Costs:

Books and Supplies:

- long white lab coat
- calculator

Program fees are subject to change. In addition to tuition fees, additional costs are levied. For specific information refer to the current fee schedule.

Employment and Immigration Canada may sponsor eligible students. Inquiries about such sponsorship should be made at your nearest Canada Employment Centre.

Application forms and additional information is available from the Admissions/Student Records Office. At King Edward Campus, telephone 875-6111, Local 708 at King Edward Campus.

TECHNICAL TRAINING PROGRAMS

Automotive Collision Repair Technician:

Intakes occur in January, April, July and October.

Automotive Technician:

Intakes occur in January, March, May, July, September and November.

Diesel Technician:

Intakes occur in January, April and October.

Automotive Painting and Refinishing Technician:

Intakes occur in January, April, July and October.

AUTOMOTIVE COLLISION REPAIR TECHNICIAN

Program Office: Room 1019
Telephone: 875-6111, Local 403

Instructional Staff:
Bloomingdale, L.
MacPherson, R.
Sproston, P.J., Department Head
Sutherland, J.
Wutke, T.

Overview:

This program offers training in a wide range of skills appropriate to today's advanced automobile collision repair industry. 'High-tech' equipment and techniques are features of this six-month program. Graduates receive an industry-respected Certificate.

This Apprenticeship accredited program offers intakes in January, April, July & October.

LEVEL I

This program is 6 months long and is divided into two levels, each containing a number of modules which are grouped into the following major competencies:

1. Employ automotive body and collision repair welding techniques.
2. Describe the evolution of the automobile bodies and identify auto body components and parts.
3. Identify and describe different shop tools and safety equipment of the automotive collision repair trade and use them safely.
4. Describe the characteristics of automotive fasteners and their typical uses in auto body repair procedures.

5. Describe and perform the various methods of fitting, adjusting, overhauling, and installing automotive body components.
6. Describe and employ sheet metal repair techniques.
7. Describe and employ the techniques of automotive frame repair.
8. Describe the characteristics of the automotive storage battery and its relationship to the electrical components of the automobile.
9. Employ Refinishing Techniques - describe and apply basic paint technology.

LEVEL II

1. Shop tools use and safety equipment of the automotive collision repair trade.
2. Fit and adjust panels in accordance with safety and manufacturers' standards.
3. Perform automotive electrical repairs related to collision damage.
4. Repair panels.
5. Repair minor collision damage.
6. Repair major collision damage.
7. Prepare vehicle for refinishing.

Enrolment and Registration Information:

Courses start January, April, July and October.

Locations for Instruction:

Shop Area 1005

Grading Policy:

An evaluation of the learning progress of each student is prepared by the instructor at the completion of each level of the program.

This evaluation is by theory examination and assessment of practical projects.

All evaluations of completion of levels are reported to Student Records staff, who will prepare a "Transcript of Achievement".

Fees and Additional Costs:

Tool Deposit \$25.00 (refundable)

Coverall Deposit \$25.00 (refundable)

Text Book \$50.00 (approximately)

These safety items are to be supplied by the student:

W.C.B. approved Boots
Gloves
Safety Glasses
Welding Goggles
Striker
Pocket Knife

Approximate cost \$100.00 depending on quality and student preference.

Entrance Requirements:

- Reading Skills 11 (or equivalent)
- Mathematics 10 (or equivalent)
- or ABE Advanced Certificate
- E.S.L. applicants with related trade experience should have completion of Advanced Level

Recommended:

- good general health and respiratory condition
- physical strength and stamina compatible with the handling of heavy parts and equipment and the special requirements of the program
- ability to tolerate noise and vibration
- mechanical aptitude and interest
- good mechanical dexterity
- good hand-eye coordination
- normal eyesight and colour vision
- good line, form and depth perception
- possession of a valid B.C. Driver's Licence

AUTOMOTIVE TECHNICIAN

Program Office: Room 1506
Telephone: 875-6111, Local 417

Instructional Staff:
Adler, E.
Davies, J.
Grimann, F.

Johnston, G.M.
O'Neill, D.B., Department Head
Olsen, W.H.
Weigel, G.

Overview:

Develop skills to meet the challenges in service and repair of today's advanced automobiles. Since technological changes in the automotive industry require technicians to be more than general mechanics, our program helps prepare for the future. Diagnostics, electronics, and 'hands-on' training are all part of this Apprenticeship accredited program.

Intakes occur in January, March, May, July, September & November.

The Automotive Technician Program covers four distinct automotive specialty programs offered by King Edward Campus.

1. Engine Service and Repair Technician Program
2. Transmission and Drive Axle Service and Repair Technician Program
3. Brake, Suspension and Steering Service and Repair Technician Program
4. Automotive Electronics and Fuel Management Systems Service and Repair Technician Program

Each two-month specialty program consists of theory, principles, and practical applications of the operation, construction, maintenance, repair, and adjustments of the various systems and components of automobiles.

Students develop skills applicable to a wide range of employment opportunities in the automotive industry or to further specialization and training within that industry.

Objectives:

Students who have successfully completed the Automotive Technician Program will be able to:

1. Identify and describe the automotive sub-systems, their components, features of construction, and principles of operation.

2. Apply the knowledge of the construction and the principles of operation to the maintenance, repair, and adjustment of the following systems:
 - engine
 - emission control
 - electrical and ignition (including automotive electronic management system)
 - power train
 - front end alignment
 - suspension
 - brake system
3. Describe the concepts and the methods of trouble-shooting; select and apply appropriate, logical trouble-shooting techniques; operate diagnostic and repair equipment on various automotive systems.
4. Perform procedures and tasks commonly required of employees in typical automotive machine shops.
5. Use generally recognized automotive trade skills and procedures.
6. Employ clean, safe, and orderly work habits.
7. Identify, appraise and respond to job opportunities within the automotive industry.

Instructional Methods:

Instructional strategies are designed to simulate future work environments. Students are given specific work tasks which need to be completed competently and in cooperation with others, all with prescribed time limits.

A group instruction approach is used to prepare students to complete the program. Students learn through lectures and demonstrations; class interaction; audio-visual presentations; and some individualized learning units. Student, either individually or in teams or small groups, must work cooperatively, efficiently, safely and responsibly in workshop environments. Practical work is performed in the fully-equipped automotive shop.

Entrance Requirements:

Basic Academic Requirements:

- Reading Skills 11 (or equivalent)
- Mathematics 10 (or equivalent)
- E.S.L. applicants with related trade experience should have completion of Advanced Level.

Recommended:

- Physics 11
- Mathematics 11

Preferred applicants will be:

- Career Preparation graduates, with certification or documentation. (Applications will be accepted up to 6 months prior to secondary school graduation)
- Persons with related trade experience
- Secondary school graduates

Recommended:

- good general health and respiratory condition
- physical strength and stamina compatible with the handling of heavy parts and equipment, and the special requirements of the program
- ability to tolerate noise and vibration
- mechanical aptitude and interest
- good manual dexterity
- good hand-eye coordination
- normal eyesight and colour vision
- good line, form and depth perception
- possession of valid B.C. Driver's Licence

Students may enter any ONE* or all of the four specialty programs, subject to meeting the program admission requirements and availability of seats.

*Note: Engine service and repair program is prerequisite for Automotive Electronics and Fuel Management Program.

Schedule:

Students are expected to attend classes daily, Monday through Friday from 8:30 a.m. to 3:30 p.m. on a regular, full-time basis.

Additional Information:

For further information about the Automotive Technician Program, telephone the King Edward Campus Counselling Resource Centre (Room 3002) at 875-8228/9.

AUTOMOTIVE PAINTING AND REFINISHING TECHNICIAN

Program Office: 1513
Telephone: 875-8201

Overview:

Automotive Painting and Refinishing is a designated trade with a two-year apprenticeship leading to Journeyman status.

Entrance Requirements:

Basic Academic Requirements:

- Reading Skills 11 (or equivalent)
- Mathematics 10 (or equivalent)
- ESL applicants with related trade experience should have completion of Advanced Level

Preferred applicants will be:

- Career Preparation graduates, with certification or documentation. (Applications will be accepted up to 6 months prior to secondary graduation.)
- Persons with related trade experience
- Secondary school graduates

Recommended:

- good general health and respiratory condition;
- physical strength and stamina compatible with the handling of heavy parts and equipment, and the special requirements of the program;
- ability to tolerate noise and vibration;
- mechanical aptitude and interest;
- good manual dexterity;
- good hand-eye coordination;
- normal eyesight and colour vision;

- good line, form and depth perception;
- possession of a valid B.C. Driver's Licence.

Program Content:

This thirteen-week program covers the following topics:

- paint shop safety;
- tools and equipment;
- spray guns;
- air compressors;
- air transformers and hoses;
- spray booths; bake oven; heat lamps;
- surface preparation;
- masking;
- undercoats;
- topcoats;
- solvents;
- paint preparation and application (complete, blends and spot repair);
- paint repairing and colour matching;
- paint problems and cures;
- plastics;
- pre-delivery.

Schedule:

Classes are scheduled Monday through Friday from 8:30 a.m. to 3:30 p.m. for 3 months. Program Intakes: January, April, July and October.

Fees and Additional Costs:

In addition to regular tuition fee, various additional costs are levied for this program. For specific information refer to the current fee schedule. Students are expected to wear WCB approved workboots. (List in Auto Body Shop Approx. \$50.00.)

Additional Information:

For further information, contact the King Edward Campus Counselling Career Centre at 875-6111, local 497. In order to make application for entry, contact the Admissions/Student Records Office at 875-6111, local 704.

DIESEL TECHNICIAN

Program Office: Room 1503
Telephone: 875-6111, Local 203

Instructional Staff:

Brady, R.N.
Keyes, D.R.
Niessen, D.
Meadows, C.H.
Oksanen, R.

Overview:

This exciting field offers the challenge of advanced technology applications to diesel engine controls and related systems, using electronic applications. This twelve-month program helps prepare you for the future.

Diesel Engine, Heavy Duty, Commercial Transport & Marine Engineering are all included in this highly-rated program.

This apprenticeship accredited program has intakes in January, March and October.

This twelve-month program leads to employment as an apprentice, a specialist, or a trainee in the field of:

- diesel engine mechanics
- heavy duty mechanics
- marine engineering
- transportation/trucking maintenance
- stationary plants
- special component repair shops
- fuel injection and governor control supply and service

Objectives:

Students who successfully complete this program will have acquired the skills and knowledge to:

- arc weld, mig weld, gas weld, flame cut, solder and braze at a basic level
- operate a metal lathe and basic machine work (such as cutting, boring, taper turning, tread cutting and knurling)

- drill, tap, use threading dies
- assemble and identify copper tubing and fittings, black steel pipe
- do bench and layout work
- use precision measuring devices
- identify and use all types of fastening devices
- identify and use both hand and power tools, practising proper work and safety habits
- identify ferrous and non-ferrous metals and their properties and treatment (such as hardening and tempering)
- identify, maintain and overhaul air hydraulic brake systems
- identify, maintain and troubleshoot air induction and exhaust systems
- trouble-shoot, wire, maintain and overhaul typical electrical components of gas and diesel engine systems
- test, repair and trouble-shoot all types of cooling systems
- describe phases of diesel engine combustion systems
- describe basic engine principles and be able to calculate typical formulas related to engine design
- identify engine components and accessories and describe their function and operation
- undertake all phases of engine overhaul, maintenance, and repair
- run-in and test an overhauled engine
- adjust, overhaul and maintain clutches, standard transmissions, power take-offs, torque converters, automatic and power-shift transmissions, marine gears, and drive lines
- understand a variety of hydraulic circuits; trouble-shoot, overhaul and maintain hydraulic cylinders, pumps and motors and assemble high pressure hoses
- maintain engine lubrication systems
- maintain, overhaul, adjust, trouble-shoot and tune-up all of the major fuel injection systems and governors presently in use within the industry
- operate diesel electric power generators
- tune-up, final dynamometer test and monitor all engine systems
- effectively trouble-shoot other common engine problems

Entrance Requirements:

Basic Academic Requirements:

- Physics 11
- Mathematics 11
- Reading Skills 11
- or ABE Advance Certificate
- E.S.L. applicants with related trade experience should have completion of Advanced Level

Preferred applicants will be:

- Career Preparation graduates with certification or documentation, (Applications will be accepted up to 6 months prior to secondary school graduation.)
- Persons with related trade experience
- Secondary school graduates

Recommended:

- good general health and respiratory condition;
- physical strength and stamina compatible with the handling of heavy parts and equipment, and the special requirements of the program;
- ability to tolerate noise and vibration;
- mechanical aptitude and interest;
- good manual dexterity;
- good hand-eye coordination;
- normal eyesight and colour vision;
- good line, form and depth perception;
- possession of a valid B.C. Driver's Licence.

Program Description:

The program is twelve months long and is divided into a number of modules, which are grouped into 9 major competencies:

1. Operate basic machine shop and welding equipment
2. Service and repair electrical components
3. Service and repair hydraulic components
4. Service and repair air, hydraulic and engine braking systems
5. Service, repair and operate diesel engines and describe the operation of air conditioning systems

6. Service and repair power transmission components
7. Service, repair and tune-up diesel fuel systems
8. Operation and adjustment of woodward hydraulic and electric governors
9. Operation of power generation units

*These modules, or the major competencies, may be combined to produce units of special instruction to meet specific training needs. For example, as skill upgrading - or for engine overhaul and rebuilding.

Instructional Methods:

Classroom theory/demonstration is combined with extensive practical hands-on work in a well-equipped operational shop environment. The program consists of approximately 40% theory and 60% practical application. Throughout the program, students work with a companion in a "team concept". Students must be able to maintain a good working relationship with their fellow students and their instructors.

Schedule:

Students are expected to attend classes daily, Monday through Friday on a regular full-time basis. Day classes are held from 8:00 a.m. to 3:00 p.m.; extended day classes from 11:30 a.m. to 6:00 p.m..

Fees and Additional Costs:

Fees for this program include tuition and a coverall deposit.

Additional Information:

For further information about the Diesel Technician Program contact the King Edward Campus Counselling Resource Centre (Room 3002) at 875-8228/9.

INSTITUTIONAL AIDE PROGRAM

Program Office: Room 2071
Telephone: 875-6111, Local 446

Instructional Staff:
Green, N.C., Coordinator
Johnson, N.

Purpose:

This program is designed to train students for employment in institutions as laundry assistants, housekeeping aides and kitchen workers.

Description of Program:

The Institutional Aide Program deals with basic skills required for food handling, cleaning and laundry. Graduates may be employed as kitchen helpers, housekeeping aides, or laundry assistants in a variety of institutions such as personal care homes, hospitals, lodges, hotels, and motels. Graduates of the program will have qualified for the "Safety Oriented First Aid" and "FOODSAFE" certificate, and have received WHMIS training.

Content:

Skills and topics covered in this program include:

1. Nutrition and meal management, including meal planning and shopping, storing, cooking and serving food.
2. Housekeeping, including planning, cleaning, laundry and use of appliances.
3. Protection, including sanitation, safety, first aid and personal hygiene.
4. Getting along with patients/clients and fellow workers using the basic skills of communications in a job situation.
5. Employment information.
6. FOODSAFE Certificate.
7. St. John Ambulance First Aid.
8. WHMIS

Instructional Methods:

Various instructional techniques are used and learning experiences are provided in classroom,

campus laboratory and community settings. Student learning is assessed on a daily basis, with emphasis placed on practical skills.

Entrance Requirements:

Prospective students must:

- be 18 years of age or older, or have been out of school for at least one year
- be in good general health as is required to perform work functions

Prior to enrolment, prospective students will be interviewed to determine suitability for the program. No specific level of previous education is required: but candidates must have basic reading, writing and arithmetic skills. Sufficient oral and written English for effective communication is required (an English language assessment may be necessary).

Desirable Qualities:

Candidates considering this program are most likely to succeed if they possess:

- an interest in housekeeping
- an interest in working with people
- willingness to work under supervision
- a responsible approach to work

Fees and Additional Costs:

Program fees are subject to change. They include tuition fees, and costs of learning resource materials.

Sponsorship may be available from the Ministry of Social Services and Housing or the Department of Indian and Northern Affairs. Further information on possible sponsorship is available from the King Edward Campus Counselling Resource Centre, Room 3029.

Enrollment Information:

The program is thirteen weeks long with classes held daily, Monday through Friday, between 8:30 a.m. and 3:30 p.m. There are three sessions per year beginning in January, April and September.

Students should call for an interview.

Additional information and enrolment applications may be obtained by contacting 875-6111, local 446.

SIGN LANGUAGE STUDIES

Department Office: Room 2064
Telephone: 875-6111, Local 723

Instructional Staff:
Lyle, S.
MacFayden, S.
Ofield, R., Coordinator

Programs:

INTERPRETER DEVELOPMENT

Entry Level (300)
Fluency Level (400)

Program Descriptions:

1. ENTRY LEVEL (300)

Objectives:

The Entry Level 300 program is designed to enable the student to communicate comfortably and competently at a functional level (everyday communicative interaction) in a wide variety of situations in the Deaf community with Deaf people who use American Sign Language of the Deaf (A.S.L.).

This program includes:

- a) Sign vocabulary development to more than 1000 vocabulary items;
- b) manual alphabet of Canadian/American Sign Language;

- c) basic structures of Canadian/American Sign Language;
- d) basic grammatical forms of Canadian/American Sign Language;
- e) insight into the culture of North American Deaf People;
- f) laboratory and group practice drills, exercises and dialogues to develop the basic grammatical forms, sentence structures and vocabulary of Canadian/American Sign Language; and
- g) oral and written English development (public speaking, impromptu, prepared, and written expression)

Entrance Requirements:

To be successful in completing the program and to ensure that important Fluency Level (400) Communicator prerequisites are met, the following admission requirements apply:

A

- grade 12 completion with post-secondary English. All applicants may be required to take an Academic English Assessment prior to registration. The resultant English Assessment test scores must be at the College Entrance level for both Reading and Writing.
- an interview may be required to determine suitability for the program. Or

B

- an acceptable equivalent to grade 12 completion, including successful completion of College Preparatory English 099 or the English Language Assessment (E.L.A.) with a score of 175 or higher, for applicants for whom English is a second language.
- an interview may be required to determine suitability for the program. Or

C

- an interview may be required to assess exceptional applications.

Desired Qualifications:

- good manual dexterity;
- good hand-eye coordination;
- good visual acuity; and,
- good hearing (an audiological assessment may be required).

Enrollment:

This Entry Level (300) registers three times a year: September, January and April.

Prospective students may be placed on the wait list for this program after contacting the Admissions/Student Records Office at King Edward Campus, Local 702.

Additional Information:

For further information about this program, contact the King Edward Campus Counselling Resource Centre at 875-8228/9.

2. FLUENCY LEVEL (400)

Objectives:

Graduates of this program are qualified to work in a wide variety of entry-level positions serving Deaf Canadians. Many are employed directly by the public school system or post-secondary institutions where Deaf students are main-streamed into the educational setting. Others work through agencies and social services in diverse settings to facilitate access of Deaf Canadians to employment and the social services.

Content:

This program thoroughly studies Sign Language of the Deaf; its history, structure and community as well as the communication skills involved. In addition, basic linguistics, English analysis, techniques and technical aids used in working with the hearing impaired, ethics of paraprofessional work, psychology of deafness, audiology, instructional assistance skills, laboratory practical, and job search skills are included. Basic sub-tasks of the interpreting process are initiated.

Entrance requirements:

To be successful in completing the program and in obtaining employment, the following admission requirements apply:

A

- Grade 12 completion with post-secondary English. All applicants may be required to take an Academic English Assessment prior to registration. The resultant English Assessment test scores must be at the College Entrance level for both Reading and Writing;
- successful completion of the Entry Level (300) program with a B+ standing. Or

B

- Grade 12 completion with post-secondary English. All applicants may be required to take an Academic English Assessment prior to registration. The resultant English Assessment test scores must be at the College Entrance level for both Reading and Writing;
- an English Grammar Assessment is also required;
- signing skills to the College's intermediate level. An assessment may be required. Or

C

- an acceptable equivalent to grade 12 completion, including successful completion of College Preparatory English 099 or the English Language Assessment (E.L.A.) with a score of 175 or higher, for applicants for whom English is a second language;
- an English Grammar Assessment;
- signing skills to the College's intermediate level (an assessment may be required)

Desired Qualifications:

- good manual dexterity
- good eye-hand coordination;
- good visual acuity; and
- good hearing (an audiological assessment may be required).

Prior to enrolment, prospective students will be interviewed to determine suitability for the program. Concurrently, applicants will be required to complete a written autobiography and questionnaire.

Enrollment:

Prospective students may be placed on the wait list for this program by the Admissions/Student Records Office at King Edward Campus, Local 702, after the Department determines that the preceding "A", "B" or "C" has been met. Personal resumes and transcripts from secondary schools and colleges must be provided. Also, the applicant will be required to send a deposit to Vancouver Community College, King Edward Campus no later than July 31st. Registration and first classes occur on the Tuesday after Labour Day.

Additional Information:

For further information about this program, contact the Counselling Resource Centre at 875-8228/9.

SIGN LANGUAGE DEVELOPMENT

1. PART-TIME EVENING SIGN LANGUAGE PROGRAM (100 AND 200)

Note: This is a general interest program and is not intended as a career path. Career path studies begin with ENTRY LEVEL (300) a full-time day program.

Objectives:

Students completing these courses will be able to use rudimentary, everyday vocabulary and expressions of Canadian/American Sign Language (C/A.S.L., SIGN), following accepted structure and grammatical rules of Sign Language, when the need or wish arises to communicate with deaf persons who use Sign Language.

Content:

Each of the following levels:

- Basic
- 101
- 102
- 103
- 200 lab/workshop

Includes:

- a) an extensive Sign Vocabulary development;
- b) manual alphabet of Canadian/American Sign Language;
- c) basic structures of Canadian/American Sign Language;
- d) basic grammatical forms of Canadian/American Sign Language;
- e) insight into the culture of North American Deaf People; and,
- f) laboratory and group practice drills, exercises and dialogues to develop the basic grammatical forms, sentence structures and vocabulary of Canadian/American Sign Language.

Entrance Requirements:

Prospective students must be 18 years of age or older. No specific level of previous education is required; but candidates must have basic reading and writing skills. Sufficient oral and written English for effective communication is required. (An English assessment may be necessary.)

Desirable qualifications include:

- good manual dexterity;
- good eye-hand coordination; and
- good visual acuity.

Enrollment:

Prospective students may register for these courses by contacting the Admissions/Student Records Office at King Edward Campus, Level 4, prior to the commencement of classes. ONLY payment of fees constitutes registration. Seats cannot be reserved by telephone.

Class sizes are limited and registration is on a "first come first served" basis only, for this program.

Schedule:

Each of the levels meets for two hours, once per week for 12 weeks, from September to December and from January to March; and for the six weeks from April to May, the classes meet twice per week.

For additional information about this part-time program, please contact the Admissions/Student Records Office at 875-6111, local 702.

2. SUMMER SESSION IN SIGN LANGUAGE

Objectives:

The Summer session in Sign Language is designed to provide basic American Sign Language for specific groups using Sign Language Communication in educational settings, recreational settings, dormitory and group home settings.

Successful completion of the 60-hour program will enable the student to:

- a) Demonstrate receptive and expressive mastery of a selected set of Canadian/American Sign Language vocabulary items (1,000 CANADIAN/AMERICAN SIGN LANGUAGE CITATION FORM SIGNS) commonly used in the following situations:
 - i) classroom activities
 - ii) fieldtrips
 - iii) instruction (lexical)
 - iv) playground
- b) Demonstrate receptive and expressive mastery of the manual alphabet in the use of finger-spelling in Canadian/American Sign Language.
- c) Use approved language structure and grammatical forms in selected, expressive Canadian/American Sign Language communication situations involved during the course.

- d) Read/translate approved language structure and grammar forms in selected, receptive Canadian/American Sign Language communication situations involved during the course.
- e) Demonstrate the ability to express self-generated short stories, short narratives and so on.
- f) Demonstrate receptive competence for short narratives, stories, etc. as told in Canadian/American Sign Language by the teacher or a deaf person.
- g) Demonstrate the ability to initiate, conduct and terminate a short context-specific conversation using Canadian/American Sign Language, with the teacher or with a deaf guest who used Canadian/American Sign Language.

Content:

This program includes:

- a) sign vocabulary development to approximately 1,000 vocabulary items
- b) manual alphabet of Canadian/American Sign Language
- c) basic structures of Canadian/American Sign Language
- d) basic grammatical forms of Canadian/American Sign Language
- e) insight into the culture of North American Deaf People
- f) laboratory and group practice drills, exercises and dialogues to develop the basic grammatical forms and sentence structures of Canadian/American Sign Language

Entrance Requirements:

To meet the purpose for which this Summer session has been designed and established, the following admission requirements apply:

- a) employment or potential employment as a teacher, teacher's aide or assistant in the public school system of British Columbia
- b) potential student of the U.B.C. Diploma Program, Special Education of the Deaf

- c) special considerations

Schedule:

Offered only as sufficient public interest demands, NOT offered annually.

Four weeks (three hours per day or 60 hours).

Month of July - mornings only.

Enrollment:

Enrollment is limited.

Contact Admissions Department for Application forms.

Telephone 875-6111, Local 703.

Registrations must be received before June 1.

CAREER (ESL)

Program Office: Room 4054
Telephone: 875-6111, Local 725

Instructional Staff:

Cawsey, J.
Clark, P.
Davies, J.
Dendass, J.
Hunter, D.
Johnson, N.
Rieb, D.
McRitchie, R.
Sutherland, J.
Tomassen, O.

Program Description:

This department provides students the opportunity to enroll in courses that combine Career training and ESL.

Entrance Requirements and Registration Information:

English skills at the Upper Beginner (or higher)

level as tested at the King Edward Campus. Some programs require applicants to submit a recent health certificate and negative T.B. skin test. (A satisfactory chest x-ray will be required in case of a positive skin test.) For more information contact the Counselling Resource Centres at City Centre (681-8111) or the Counselling Resource Centre at King Edward Campus (telephone 875-8228/9).

Course Descriptions:

Institutional Aide (ESL)

In the Institutional Aide (ESL) Program, students learn skills which enable them to work in the food service, housekeeping, and laundry areas of an institution such as a hospital, personal care home, hotel or restaurant. Students also complete the Vancouver Health Department FOODSAFE Course Level 1, a St. John's Ambulance Safety Oriented First Aide course (S.O.F.A.) and a 2-week practicum in a personal care home.

The Institutional Aide (ESL) Program is designed for students who need ESL support in order to complete the Program and find employment.

The program is 20 weeks long and includes training in ESL communication skills for the workplace as well as basic technical vocabulary for course content. Vocational training (theory and practice) is provided by an Institutional Aide instructor from King Edward Campus and ESL support by an instructor from the ESL Vocational Department at King Edward Campus.

Food Service Assistant - Dining Room (ESL)

This is a 20-week program in which students develop the skills to work in the Food Service Industry as a waiter/waitress. The Food Service Assistant (ESL) Program is designed for students who need additional English as a Second Language instruction in order to complete the training and find employment.

The program includes both classroom instruction on food handling and practical training in the City Centre dining room. In addition, there is a 3 week work practicum in a city restaurant.

Daily ESL classes provide instruction in communication skills for the workplace and basic technical vocabulary.

Core and Short Order Cooking (ESL)

The Core and Short Order Cooking (ESL) Program is designed for students who need additional English as a Second Language training in order to complete the cook training program and find employment.

The program is 7 months long. It is divided into 2 levels. It includes training in ESL communication skills for the hospitality industry as well as basic technical vocabulary for learning cooking theory and content.

Vocational training is provided by a Culinary Arts instructor from City Centre and English as a Second Language support is provided by an instructor from the ESL Vocational Department at King Edward Campus.

In Level I, the students learn to work safely, understand sanitation, practice different cooking methods and prepare simple sandwiches and salads.

In Level II, the areas covered include vegetable preparation and cookery, basic desserts, basic soups and stocks, and breakfast and short order cookery.

Theory and demonstration, as well as practical experience in lab and kitchen, are a part of both levels. The program objective is to provide trained employees for the hospitality industry.

Building Service Worker (ESL)

The Building Service Worker (ESL) Program is a 20-week program which provides trainees with the skills to work as building cleaners and janitors in a variety of businesses and institutions. Students learn professional building cleaning technology including the proper use of equipment, soaps and chemical cleaning agents.

The Building Service Worker (ESL) Program is designed for students who need additional English as a Second Language instruction in order to complete the training and find employment.

The program also includes a two-week work practicum with a building service firm.

Cabinetry (ESL)

The Cabinetry (ESL) program is a 24 week program which qualifies students for work in making kitchen cabinets and cabinet installation. The course provides training in cabinetmaking skills and methods and English language communications skills for the cabinetmaking industry.

The program includes a two week work practicum with a cabinet making company.

Business Office Training (ESL)

In this program students learn modern office skills while improving their English language communication skills. Computers and other equipment of the automated office are used during this training.

Typing, wordprocessing, telephone answering/message taking and other skills related to the efficient operation of a modern office are included in this program. A work experience in actual office settings is also included.

Program duration: 24 weeks

Automotive Paint Preparation/Detailing (ESL)

In this program students learn the basic skills for employment in Automotive Collision Repair

shops, Dealerships, Automotive Paint Shops and Automotive Detailers. Students develop skills in various technical areas including safety and Workplace Hazardous Materials Information Systems.

This program is designed for students who need ESL support in order to complete the program and find employment.

Training takes place in classrooms, technical shops and this program also includes work experience activities in industrial locations.

Program Duration: 24 weeks

ENGLISH AS A SECOND LANGUAGE DIVISION

ENGLISH AS A SECOND LANGUAGE (E.S.L.) DIVISION

Division Chair: Don D. Brown 4083
Telephone: 573-4111, Local 730

The English as a Second Language (E.S.L.) Division consists of the following departments:

- i) E.S.L. College Preparatory English (C.P.E.)
- ii) E.S.L. English Language Skills (E.L.S.)
- iii) E.S.L. Outreach
- iv) E.S.L. Vocational

These programs are designed for those who wish to learn English as a Second Language. Unless otherwise noted, classes offered at the Beginner, Intermediate, Advanced and College Preparatory levels give practice in listening, speaking, reading and writing English. All programs provide orientation to Canadian life and culture, and prepare students for Canadian Citizenship.

Citizenship Requirements for Admission:

An applicant must be a Canadian citizen, permanent resident or landed immigrant. Exceptions are made if applicant:

1. has applied for permanent residency and is designated as such by the Federal Government;
2. is a member, or direct dependent of a member, of the diplomatic corps;
3. is being processed under the Federal Domestic Movement Program.

Proof of citizenship, residency, diplomatic status, refugee status or Federal Government designation may be requested.

International students may apply for admission to the E.S.L. Division if they are applying for a visa.



Don D. Brown
Kaplan, S.
Lovelace, M.
Meyer, R.
Morrell, N. Department Head
Nehring, M.
Peterson, J. E.
Pridgen, M.
Purcell, B.
Richard, Z.
Roberts, N. L.
Sallis, C.
Saharwan, H.
Spencer, H. Assistant Department Head
Thivierge, M.

Building Service Worker (BSL)
The Building Service Worker (BSL) program is a two-year program which provides training and skills to work as building cleaners and janitors in a variety of institutions and institutions. Students learn professional cleaning skills and are responsible for the proper use of equipment and chemical cleaning agents.

The Building Service Worker (BSL) program is designed for students who need additional English as a Second Language instruction in order to enter the workforce. The program includes a two-year program of English as a Second Language instruction and a two-year program of building service work.

Cabinetry (ESL)
The Cabinetry program is a two-year program which provides training and skills to work as cabinet makers in a variety of institutions and institutions. Students learn professional cabinet making skills and are responsible for the proper use of equipment and chemical cleaning agents.

Business Office Training (ESL)
The Business Office Training (ESL) program is a two-year program which provides training and skills to work as business office clerks in a variety of institutions and institutions. Students learn professional business office skills and are responsible for the proper use of equipment and chemical cleaning agents.

Automotive Paint Preparation Detailing (ESL)
The Automotive Paint Preparation Detailing (ESL) program is a two-year program which provides training and skills to work as automotive paint preparation and detailing in a variety of institutions and institutions. Students learn professional automotive paint preparation and detailing skills and are responsible for the proper use of equipment and chemical cleaning agents.

Food Service Assistant - Dining Room (ESL)
The Food Service Assistant - Dining Room (ESL) program is a two-year program which provides training and skills to work as food service assistants in a variety of institutions and institutions. Students learn professional food service skills and are responsible for the proper use of equipment and chemical cleaning agents.

Institutional Aide (ESL)
The Institutional Aide (ESL) program is a two-year program which provides training and skills to work as institutional aides in a variety of institutions and institutions. Students learn professional institutional aide skills and are responsible for the proper use of equipment and chemical cleaning agents.

Food Service Assistant - Dining Room (ESL)
The Food Service Assistant - Dining Room (ESL) program is a two-year program which provides training and skills to work as food service assistants in a variety of institutions and institutions. Students learn professional food service skills and are responsible for the proper use of equipment and chemical cleaning agents.

Institutional Aide (ESL)
The Institutional Aide (ESL) program is a two-year program which provides training and skills to work as institutional aides in a variety of institutions and institutions. Students learn professional institutional aide skills and are responsible for the proper use of equipment and chemical cleaning agents.

Food Service Assistant - Dining Room (ESL)
The Food Service Assistant - Dining Room (ESL) program is a two-year program which provides training and skills to work as food service assistants in a variety of institutions and institutions. Students learn professional food service skills and are responsible for the proper use of equipment and chemical cleaning agents.

Food Service Assistant - Dining Room (ESL)

This is a two-year program in which students learn professional food service skills and are responsible for the proper use of equipment and chemical cleaning agents.

ENGLISH AS A SECOND LANGUAGE (E.S.L.) DIVISION

Division Chair: Dorn, D., Room 4063
Telephone: 875-6111, Local 730

The English as a Second Language (E.S.L.) Division consists of the following departments:

- i) E.S.L. College Preparatory English (C.P.E.)
- ii) E.S.L. English Language Skills (E.L.S.)
- iii) E.S.L. Outreach
- iv) E.S.L. Vocational

These programs are designed for those who wish to learn English as a Second Language. Unless otherwise noted, classes offered at the Beginner, Intermediate, Advanced and College Preparatory levels give practice in listening, speaking, reading and writing English. All programs provide orientation to Canadian life and culture, and prepare students for Canadian Citizenship.

Citizenship Requirements for Admission:

An applicant must be a Canadian citizen, permanent resident or landed immigrant. Exceptions are made if applicant:

1. has applied for permanent residency and is designated as such by the Federal Government;
2. is a member, or direct dependent of a member, of the diplomatic corps;
3. is being processed under the Federal Domestic Movement Program.

Proof of citizenship, residency, diplomatic status, refugee status or Federal domestic Movement status may be requested.

International students may be admitted on condition that space is available and applicants covered

under paragraphs above are not displaced.

Tuition fees:

Fees vary from program to program because of differences in the length of time and in the number of hours of instruction per week. Please call the King Edward Campus Cashier's Office for current fee schedule. Phone 875-6111.

Books and Supplies:

Approximately \$50.00 per course.

ENGLISH AS A SECOND LANGUAGE: COLLEGE PREPARATORY ENGLISH (C.P.E.)

Program Office: Room 3163
Telephone: 875-6111, Local 580

Instructional Staff:

Barabe, J.
Bellmaine, M.
Bridges, M.J.
Burcescu, C.
Draper, C.
Fisher, J.
Forster-Rickard, B.
Gaitanakis, J.
Gray-Richards, B.
Hamilton, S.
Ho, J.
Kaplan, S.
Lovelace, M.
Meyer, R.
Morelli, N., Department Head
Nehring, M.J.
Peterson, T.B.
Pidgeon, M.
Pollard, B.
Richards, Z.
Roberts, N.L.
Sallis, C.
Salzmann, H.
Spencer, H., Assistant Department Head
Trivisano, M.

Truong, M.V.
Tulpar, C.
Watson, B.M.
Westwick, C.
Whelan, J.
Whitney, J.
Worcester, M.
Young, M.
Yarborough, H., Program Assistant

Registration:

Students must be assessed well before registration day. Please call 875-6111, Local 714 for an appointment to take the English Language Assessment.

Students must bring the results of the English Language Assessment or their Advanced Report Card.

Students entering College Preparatory English courses should have a good general educational foundation. Completion of Grade 10 or equivalent is recommended as a minimum standard.

College Preparatory students registered in English 059 or 098/099 or in three CPE single skill courses, may register, without special permission, in two single block or one double block courses in Math, Science, Business and Computer Studies or Humanities as set out in the Calendar.

Please call the Counselling Resources Centre at King Edward Campus (875-8228/9) for the registration dates and times for the next term.

Program Description:

College Preparatory English courses are for advanced level students of English as a Second Language who wish to prepare for study at Canadian colleges, universities, or other post-secondary educational institutions.

Students may choose between full-time comprehensive courses, which include all the language skills, and part-time single-skill courses, which focus on one language skill (e.g. writing).

Morning, afternoon, and evening classes operate twelve months a year. There are three terms,

beginning in January, May and September.

Locations:

Most classes are located at King Edward Campus, with a few late-afternoon classes at Langara Campus for students concurrently taking university transfer courses.

Certificate:

The CPE Certificate is granted on completion of the program. It states that the certificate holder is proficient enough in English to undertake post-secondary level studies. Students become eligible for the certificate after completing the prerequisite courses leading to English 099 and upon receiving a "C" grade or higher in English 099 or in each of the equivalent single-skill courses, Writing 095, Reading 096, and Canadian Studies 097.

Course Descriptions:

1. Comprehensive Courses

Instruction in these courses is divided into three skill classes. English 059 consists of Writing, Reading, and Oral/Aural Improvement. English 098 and 099 consist of Writing, Reading and Canadian Studies. The descriptions below include the main topics covered in the courses.

These are full-time courses and are recommended for students who are not working full-time or who are not taking more than one additional course. They are most suitable for students whose proficiency in reading, writing, speaking and listening is approximately equal.

English 059

The Writing class includes advanced grammar, usage, paragraph writing and paraphrasing. Reading includes comprehension of passages at the Grade 10 level, vocabulary building, increasing reading speed, and improving study skills. The Oral class includes taking lecture notes, participating in class discussions, expressing opinions, making oral presentations and other skills.

Entrance Requirement:

1. An overall English Language Assessment (ELA) score of 106 with at least 14 in Composition;

OR

2. Successful completion of the Upper Advanced course in the English Language Skills Department at VCC.

English 098

The Writing class covers remediation of grammar problems, paraphrasing, and essay writing. Reading includes comprehension of passages at the Grade 11 level, improving textbook reading skills, and continued work on speed and vocabulary building. Canadian Studies includes the development of speaking and listening skills through an introduction to Canadian Literature and Social Studies.

Entrance Requirement:

1. Overall English Language Assessment score of 127 with at least 18 in Composition;

OR

2. C grade in English 059;

OR

3. C grades in Writing 065, Reading 066, and Oral Skills 067;

OR

4. D in English 059 and C grade in one of Writing 065, Reading 066, or Oral Skills 067.*

English 099

The Writing class covers summary writing, formal argumentation, research report and essay writing. The reading class is designed to improve comprehension to the Grade 12 level, to develop skills in reading college textbooks, and to improve speed and vocabulary. Canadian Studies topics are chosen from Canadian Government, History, Literature, Arts and Current Affairs.

Entrance Requirement:

1. C grade in English 098;

OR

2. C grades in Writing 085, Reading 086, and Oral Skills 087;

OR

3. D in English 098 and C in one of Writing 085, Reading 086 or Oral Skills 087.*

Credit:

The English 098-099 sequence is equivalent to English 12 and Socials 11.

*Single skill course must be equivalent to course component not successfully completed in English 059 or 098.

2. Single Skill Courses

These courses are recommended for students who are working full-time or who are taking more than one high school equivalent or university-transfer course. Single skill courses are also recommended for students whose proficiency in reading, writing, speaking, and listening is unequal.

Writing 055

An intensive, remedial writing course for students who need to improve their writing before entering English 059 or who wish to concentrate on writing only. Grammar, usage, punctuation, guided writing, and an introduction to writing narrative and descriptive paragraphs are included in this course.

Entrance Requirement:

1. Overall English Language Assessment score of at least 106 and an ELA Composition score below 14.

OR

2. Successful completion of Upper Advanced ELS course.

Writing 065

A course for students who need to improve their writing skills before entering English 098 or Writing 085. It includes an intensive grammar review, paraphrasing, planning and organizing compositions, and writing expository paragraphs.

Entrance Requirement:

1. At least 14/30 on ELA Composition test;
OR
2. C in Writing 055;
OR
3. D in English 059;
OR
4. Successful completion of Upper Advanced ELS course.

Writing 085

An advanced intensive writing course equivalent to the writing component of English 098 for students who need to improve their writing before entering English 099 or Writing 095. The course includes grammar review, paraphrasing, and writing expository essays. Essays are based on assigned readings.

Entrance Requirement:

1. At least 18/30 on ELA Composition test;
OR
2. C in English 059;
OR
3. C in Writing 065;
OR
4. D in English 098.

Writing 095

The most advanced writing course, equivalent to the writing component of English 099. The course includes summary writing, report writing, argumentation and research paper writing. Compositions are based on assigned readings.

Entrance Requirement:

1. At least 23/30 on ELA Composition test;
OR
2. C in Writing 085 or English 098
3. D in English 099.

Reading 066

This course is equivalent to the reading component of English 059. It includes comprehension work at the Grade 10 level, vocabulary development, speed training and study skills. Students read a variety of fiction and non-fiction and make use of computer assisted reading.

Entrance requirement:

1. Combined ELA Vocabulary and Comprehension score of at least 35/70;
OR
2. D in English 059;
OR
3. Successful completion of the ELS Upper Advanced course.

Reading 086

The course is equivalent to the reading part of English 098. It covers reading at the Grade 11 level, textbook study, building vocabulary, increasing speed and reading literature.

Entrance Requirement:

1. Combined ELA Vocabulary and Comprehension score of at least 43/70;
OR
2. C in English 059 or Reading 066;
OR
3. D in English 098.

Reading 096

The most advanced reading course, this is equivalent to the reading part of English 099. Passages

read are at the Grade 12 and College level. Includes understanding college textbooks, analyzing literature, developing speed and expanding vocabulary.

Entrance Requirement:

1. Combined ELA Vocabulary and Comprehension scores of at least 50/70;
OR
2. C in English 098 or Reading 086;
OR
3. D in English 099.

Oral Skills 067

Academic speaking and listening skills covered in this course include note-taking, expressing opinions, and giving oral reports. Among class activities are debates, plays, video-taped reports, and individualized work on pronunciation.

Entrance Requirement:

1. E.L.A. Listening test score of at least 18/30 and Speaking score of at least 24/30;
OR
2. D grade in English 059;
OR
3. Successful completion of Upper Advanced E.L.S. course.

Oral Skills 087

A combination of oral skills and Canadian Studies. This course covers participating in class discussions, taking lecture notes, and making oral reports. Content includes an introduction to Canadian Literature and Social Studies.

Entrance Requirement:

1. E.L.A. Listening score of at least 23/30 and Speaking score of 26/30;
OR
2. C in English 059 or Oral Skills 067.

Canadian Studies 097

An advanced combination of oral skills and Canadian Studies. Topics studied are chosen from Canadian government, history, literature, the arts and current affairs. Skills include book reporting, debating, discussing literature and taking lecture notes.

Entrance Requirement:

1. C grade in English 098 or Oral Skills 087;
OR
2. D in English 099;
OR
3. Permission of College Preparatory English Department Head.



ENGLISH AS A SECOND LANGUAGE: ENGLISH LANGUAGE SKILLS

Program Office: Room 3141
Telephone: 875-6111, Local 212

Instructional Staff:

Aquila, D.
Atherton, S.
Benetti, J.N.
Bowers, B.
Buss, B.A.
Cosco, F.
Costello, K.
Cunningham, H.
David, S.
Dykstra, C.S.
Essig, J.
Findley, A.
Flack, G.
Gardiner, M.
Gerber, B.
Giacomelli, E.
Godfrey, J.
Hsu, S.
Jibodh, C.
Johnson, T.
Jones, H.
Kennedy, P., Department Head
Khosla, V.
Klingenberg, F.
Kozakiewicz, N.
Kravec, G.
Ling, S.L.
Lewandowski, Y.
Lennig, L.
Lehner-Brandt, R.
Lo, W.
May, C.
Macleod, M., Co-ordinator, Intermediate Level
McGee, D.L., Assistant Department Head
McIntosh-Kocaba, S.
Morris, M., Co-ordinator, Beginners Level
Nierobisch, C.

Pawlett, S., Program Assistant
Pearson, C.
Peck, R.
Quinn, T.F.
Reaburn, R.
Rothschild, D.
Sawkins, M.
Scholefield, S.G.
Sedgman, R.
Sinclair, V.E.
Smith, D.
Souza, T.
Taylor, R.
Wai, H.
Wilson, M.
Wood, B.

Program Description:

The English Language Skills Department at King Edward Campus offers part-time and full-time courses in ESL from Lower Beginners to Upper Advanced. Classes focus on oral and written communication in English. Special skills classes that focus on one or two skills are also offered. At the end of each term students are assessed to determine an appropriate placement for the following semester. Students completing Upper Advanced are eligible to enter the College Preparatory English Department.

Courses run January to March, April to June, July & August, September to December.

Classes start at 8:30 a.m., 12:00 noon, 3:00 p.m. and 7:00 p.m. and run 5 days or 4 evenings a week. Special skills classes are not offered in every time slot.

Registration:

Students must be assessed well before registration day. Please call 875-6111, Local 714 for an appointment to take the English Language Assessment.

Students must bring their assessment results or previous report card to register. Call 875-6111, Local 208 for exact registration dates.

Location:

All courses are offered at King Edward Campus, 1155 East Broadway.

Grading Policy:

All courses are non-credit. At the end of each term students are issued a report card with a score for each skill studied. In addition, an overall grade is kept on record.

Fees:

Please call the King Edward Campus Cashier's Office for fee schedule.

Please call the Counselling Resources Centre at King Edward Campus (875-8228/9) for the registration dates and times for the next term.

Course Descriptions:

1. Integrated Skills Courses

Instruction in these courses integrates the 4 language skills, listening, speaking, reading and writing with appropriate grammar and language functions.

Beginner Levels (Lower Beginners, Upper Beginners & Pre-Intermediate):

The aim of these courses is to help students use English in everyday situations. Each course includes the grammar necessary to understand and talk about self, family, social needs, jobs, shopping, education and living in Canada. Students work on listening and speaking approximately 60% of the time and reading and writing approximately 40% of the time.

Intermediate Levels (Lower Intermediate, Upper Intermediate):

The aim of these courses is to improve listening, speaking, reading and writing skills. Students learn to communicate in their roles as consumers, learners, citizens, workers, family members and

community members. They read various types of material ranging from brief instructions to newspaper and magazine articles. They write sentences, paragraphs and short stories.

Advanced Levels (Lower Advanced, Upper Advanced):

The aim of these courses is to increase proficiency in listening, speaking, reading and writing to a level which will enable students to enter College Preparatory English or a vocational training program. The focus is on extending knowledge beyond personal, family and educational situations to a community and universal context. Students use a wide range of materials including newspapers, radio and T.V.

2. Special Skills Courses

Intermediate Pronunciation and Communication

This course is for Pre-Intermediate or Intermediate level students who are weak in listening, speaking and/or pronunciation. Students participate in paired work, small group discussions, storytelling, interviews and contact assignments.

Intermediate Reading and Writing

This course is for Pre-Intermediate and Lower Intermediate students who want to concentrate on reading and writing. In reading, students will study phonetics, develop vocabulary and practise comprehension skills. In writing, students learn the basic rules of spelling and concentrate on writing correct sentences. They study grammar of the Pre-Intermediate and Lower Intermediate levels.

Intensive Reading

This course is for Upper Intermediate and Advanced students who need concentrated reading practice. Students work on speed reading, vocabulary development, context clues, phrase reading,

dictionary skills, as well as topic, main idea, and details of paragraphs.

Intensive Writing

This course is for Upper Intermediate and Advanced level students who need practice in writing and additional instruction and practice in sentence structure. Students write free compositions, guided compositions, journals, summaries, letters and resumes.

Intensive Listening/Speaking

This course is for Upper Intermediate and Advanced level students who are weak in listening and/or speaking. Students can expect to improve their pronunciation, intonation, fluency, vocabulary and oral grammar.

Improve your Pronunciation

This 10-month course is for Advanced and Post Advanced level students who want to improve their pronunciation. The aim of this course is to identify students' pronunciation errors and to assist students in making improvements. Entry is in September, January and April.



ENGLISH AS A SECOND LANGUAGE: OUTREACH

Program Office: Room 3196
Telephone: 875-6111, Local 559

Instructional Staff:

Akin, G., Program Assistant
Barabe, J.
Bluman, C.
Chin, F.
Chui, P.
Dragman, J., Assistant Department Head
Ferguson, N.J.
Forward, J.
Garner, F.
Goss, A.
Hinkle, A.
Howard, A.
Howrigan, C.

Kilian, A.
Lee, T.
Lim, J.
Louey, J.
Lo, R.
MacGregor, F.
McLeod, M.
Merkeley, S.
Misener, N.
Nurse, M.
Piwonska, M.
Rabinowitz, M.
Sim, R.
Soles, H.
Tamm, R.
Van Winkle, C.
Watson, R.M., Department Head
Yip, M.
Zetler, M.

Program Description:

The department's purpose is to teach English as a Second Language near or in students' homes. Instruction through Homefront Learning and the Learning Centres is individualized. At the time of registration, students are assessed as to their language ability and interests and then taught at that level with language and content to meet their needs. The level of classes offered at any one centre depends on the number and ability of the students registering.

The Department is composed of four parts:

1. Community Classes including the Canadiana Centre and K.E.C. north
3. Learning Centres in Vancouver Public Libraries
4. Homefront Learning

Course Descriptions:

1. Community Classes

Classes are offered at the Beginner, Intermediate and Advanced levels, as well as English for Special skills classes for students who wish to improve

their communication skills in listening, speaking, reading and writing English.

There are morning, afternoon and evening classes. Students may register in classes held one to four times a week. There are four terms: January, April, June and September.

Lower Beginner

The lower beginner classes provide a comfortable place to begin to learn English. The student will have many chances to speak English and build a large vocabulary. The student will also do some writing and reading, as well as learn about Canada.

Upper Beginner

The upper beginner classes provide many opportunities to improve spoken and written English. The student will increase his/her vocabulary, and the ability to speak with Canadians and function in Canada.

Intermediate

The intermediate classes will improve listening and speaking ability. The student will understand and enjoy reading and begin to write clear, correct English passages while learning more about life in Canada.

Advanced

The advanced classes will continue to improve the student's listening and speaking ability while devoting more time to improving reading and writing skills. The student will gain a deeper knowledge of English grammar and vocabulary and write clear, simple compositions while improving his/her ability to communicate with Canadians.

Pronunciation

This class is designed for students at the Intermediate and Advanced levels who wish to improve their pronunciation. Classroom activities will include practising new sounds and speech patterns and making short oral presentations.

Assessment:

Students are assessed by their instructor at the time of registration.

Registration:

Students register on the first day of class with the instructor at the centre they wish to attend.

Locations:

Classes are held at the following centres:

- Canadiana Centre 499 East Pender Street
- D.E.R.A. 16 East Hastings Street
- Douglas Park Community Centre 801 West 22nd Avenue
- Dunbar Community Centre 4747 Dunbar Street
- Frog Hollow Neighbourhood House 2131 Renfrew Street
- Gordon House 1019 Broughton Street
- Jewish Community Centre 950 West 41st Avenue
- Killarney Community Centre 6260 Killarney Street
- Killarney Park Mennonite Church 6426 Kerr Street
- King Edward Campus North 2019 Dundas Street
- Marpole/Oakridge Community Centre 990 West 59th Avenue
- Mount Pleasant Community Centre 3161 Ontario Street
- Sunset Community Centre 404 East 51st Avenue
- West End Community Centre 870 Denman Street

2. Learning Centres in the Libraries

Six centres are operated in conjunction with the Vancouver Public Library. The centres offer free help to adult students learning English as a second language. The learning centres also provide help to students who wish to upgrade their skills in basic arithmetic, reading, and writing. The centres are open at the following locations at the times noted.

Britannia Library

1161 Napier Street
Monday, Tuesday,
Wednesday:

9:30 a.m. - 5:00 p.m.
6:30 p.m. - 9:00 p.m.

Thursday:

9:30 a.m. - 5:00 p.m.

Friday:

9:30 a.m. - 4:00 p.m.

Saturday:

10:00 a.m. - 3:00 p.m.

Central Library

750 Burrard Street

Monday, Tuesday, Wednesday, Thursday, Friday:
9:30 a.m. - 2:30 p.m.

Wednesday

6:30 p.m. - 9:00 p.m.

Mount Pleasant Library

370 East Broadway

Tuesday, Wednesday, Thursday, Friday:
9:00 a.m. - 1:00 p.m.

South Hill Library

6076 Fraser Street

Tuesday, Thursday,
Friday:

10:00 a.m. - 2:00 p.m.

Hastings Library

2674 East Hastings Street

Tuesday, Wednesday,
Thursday

9:30 a.m. - 1:30 p.m.

Canadiana Centre

499 East Pender Street

Monday, Tuesday, Wednesday, Thursday, Friday:
8:30 a.m. - 12:30 p.m.

Hastings Library

2674 East Hastings Street

3. Homefront Learning

The Homefront Learning program is designed to provide free English language instruction to non-English speaking individuals who are unable to attend existing classes for physical, cultural or personal reasons.

Instruction takes place in the student's home and is designed to suit the needs of the individual learner.

Students are taught individually by professionally trained volunteer tutors, at times mutually convenient to both students and tutors.

Volunteer tutors will take a free professional training program and will receive a certificate upon completion. Continued guidance and support from Homefront Learning faculty will be given, as well as all the necessary instructional materials.

For further information on any of the above Outreach Programs, telephone 875-6111, Local 559.

For information about training starting dates and fees, call 875-6111, local 559.

ENGLISH AS A SECOND LANGUAGE: VOCATIONAL

Program Office: Room 3174
Telephone: 875-6111, Local 211

Instructional Staff:

Aceman, L.
Barazzuol, I.
Bates, S.
Breslauer, K., Program Assistant
Caldwell, R., Department Head
Cawsey, J.
Charalambous, M.
Clark, P.
Der, L.
Dosanjh, R.
Gill, R.
Goh, E.
Jones, H.
Jones, D.
Kostoff, J.
Leroux, R.
Lo, Y.

MacKinlay, C.
Makarewicz, P.
Monk, V.
Neville, P.
Nightingale, L.
Norman, A., Assistant Department Head
Pedersen, G.
Siddiqi, K.
Soltis, E.
Strong, I.
Thomson, L.
Trebble, M.
Webb, M.
Yee-MacMillan, S.
Yildiz, N.
Yoneda, S.

Program Description:

This department offers a fulltime basic English as a Second Language program and a part-time pre-literacy ESL program. In addition, it provides students the opportunity to enroll in courses that combine Vocational training and ESL.

Canada Employment pays all tuition costs and qualified applicants may receive a training allowance. Those currently receiving unemployment insurance benefits may also be eligible to apply. Seats are also available for fee-paying students.

Course Descriptions:

1. Fulltime Basic Program

This program provides students with English to live and work in Canada. Classes are offered 6 hours a day (thirty hours a week). This program begins each month. The course is usually 5 months in length.

2. Pre-literacy ESL

This program offers reading, writing and survival level English skills to students who cannot read, write or speak English. Classes are three hours a day (fifteen hours a week). This program begins each month.

Class times: 8:30 a.m. - 11:30 a.m.
12:00 p.m. - 3:00 p.m.
7:00 p.m. - 10:00 p.m.

Locations:

King Edward Campus, 1155 E. Broadway

King Edward Campus North, 2019 Dundas St.

Entrance Requirements and Registration Information:

Applicants who wish to be sponsored by the Canadian Government must apply to the Canada Employment Office, 250 West Pender Street. Telephone 666-8222 for an appointment.

3. Career (ESL)

For course descriptions, please refer to pages 77-79.

INTERNATIONAL EDUCATION PROGRAMS

King Edward Campus

General Information:

International students, that is, non-citizens and non-permanent residents, may enrol at Vancouver Community College. When applying for admission to Vancouver Community College, international students must present proof of academic qualifications and proof that they are eligible to enter Canada on a student visa. If admission is granted according to Provincial Policy, all international students must pay all costs, both direct and indirect, for education and related services received at the College. Currently the fees are \$3,510 per semester of full-time study.

Fee payers should contact the College directly for assessment and referral at 875-6111, local 714.

For further information please see the 1990/91 International Education handbook or contact:

International Education Services

Vancouver Community College

1155 East Broadway

Box 24700, Station 'C'

Vancouver, B.C.

Canada V5T 4N3

Telephone: (604) 875-8233

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