



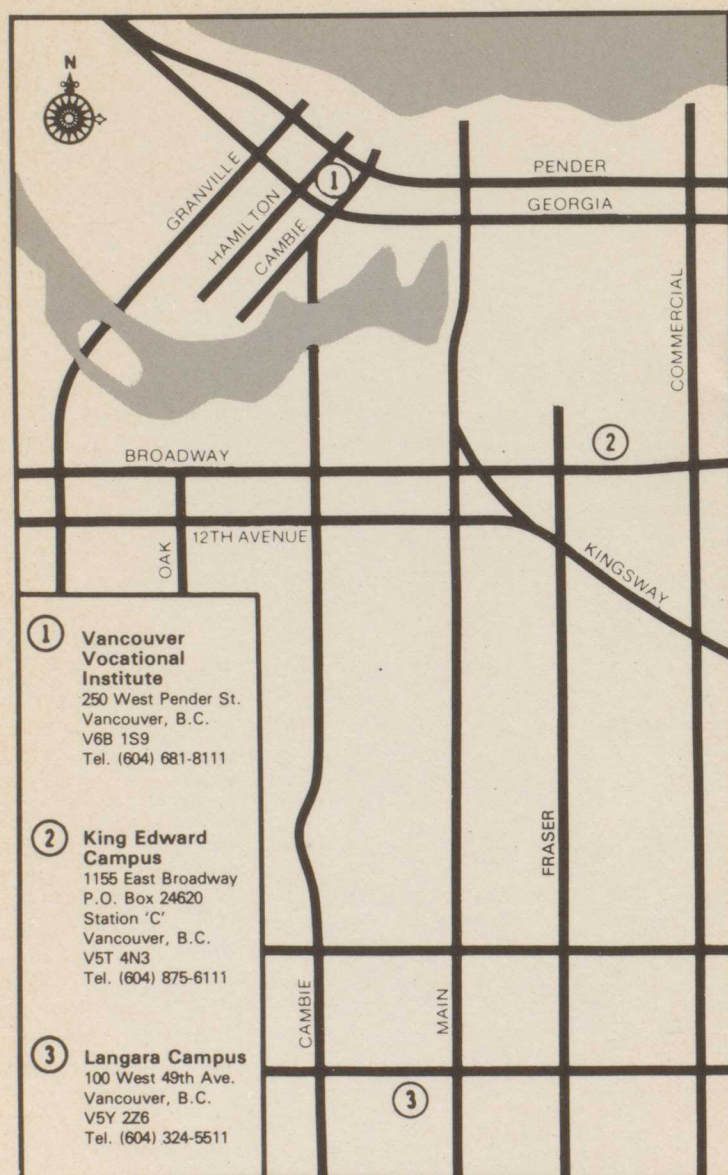
1990-1991

Langara

CALENDAR

CLEAN AIR BY-LAW

VCC Langara is a place of public assembly. As such the Clean Air By-Law is enforced. Smoking is permissible in smoking designated area only. Please do not smoke unless you are in a smoking permissible area of the building.



Vancouver Community College offers educational opportunities at more than 30 outreach centres throughout the city.

PRINCIPAL LOCATIONS OF VANCOUVER COMMUNITY COLLEGE

1990-91 SCHEDULES

*In order to increase accessibility to the College, Langara Campus is offering a LIMITED NUMBER of courses each term in 8 week sessions. The 8 week sessions are listed in the term schedule and in this calendar as section 50 and section 60. Sections 50 are always offered in the first two months of any term and sections 60 are always offered in the final two months. (e.g. May/June; September/October and January/February are listed as section 50; November/December; March/April and July/August are listed as section 60.)

SUMMER TERM 1990

Classes for the Regular (May/August) Term start May 3 and end August 8; for Section 50* they start May 3 and end June 21; for Section 60* they start June 25 and end August 15. FINAL EXAMINATIONS for the Regular (May/August) Term, August 10-16; for Section 50*, June 22 and for Section 60*, August 16, MUST BE WRITTEN unless the student is exempted by a medical certificate.

| | |
|---------------|--|
| May 1, 1990: | First day of the Summer Term. |
| May 1 & 2: | Registration for regular (May/August), section 50* and section 60* terms. |
| May 3: | First day of classes for regular (May/August) and section 50* terms. |
| May 4 & 7: | Late registration and change for regular (May/August), section 50* and section 60* terms. |
| May 11: | Last day for refunds for section 50* term. |
| May 18: | Last day for refunds for regular (May/August) term and section 60* term. |
| May 21: | Victoria Day: Langara Campus closed. |
| May 24: | Annual Graduation Ceremonies. |
| June 1-22: | Registration for section 60* term at Student Services, Monday through Friday during regular college hours. |
| June 1: | Last day for withdrawals from section 50* term. |
| June 22: | FINAL EXAMINATIONS for section 50* term. |
| June 25: | Last day for registration for section 60* term. |
| July 1: | First day of classes for section 60* term. |
| July 1: | Canada Day. |
| July 2: | Langara Campus closed in lieu of Canada Day. |
| August 1: | Last day for withdrawals from regular (May/August) and section 60* term. |
| August 6: | B.C. Day: Langara Campus closed. |
| August 9: | Study day for final examinations. |
| August 10-16: | FINAL EXAMINATIONS for regular (May/August) term. |
| August 16: | FINAL EXAMINATIONS for section 60* term. |
| August 31: | Last day of the Summer Term. |

FALL TERM 1990

Classes for the Regular (September/December) Term start September 7 and end December 4, for Section 50* they start September 7 and end October 19; for Section 60* they start October 22 and end December 4. FINAL EXAMINATIONS for the Regular (September/December) Term and for Section 60, December 7-14 for Section 50*; October 19 MUST BE WRITTEN unless the student is exempted by a medical certificate.

| | |
|------------------|------------------------------------|
| August 30, 1990: | Orientation Day. |
| September 1: | First day of the Fall Term. |
| September 3: | Labour Day: Langara Campus closed. |

| | |
|---------------------|---|
| September 4, 5 & 6: | Registration for Regular (September/December) Section 50* and Section 60* terms. |
| September 10: | First day of classes for regular (September/December) and section 50* terms. |
| September 10: | Langara Day: Anniversary of the birth of Don Juan Francisco de Langara y Huarte. |
| September 10 & 11: | Official late registration and course change for the regular (September/December), section 50* and section 60* terms. |
| September 14: | Last day for refunds for section 50* term. |
| September 21: | Last day for refunds for regular (September/December) and section 60* terms. |
| October 5: | Last day for withdrawals from section 50* term. |
| October 8: | Thanksgiving Day: Langara Campus closed. |
| October 19: | FINAL EXAMINATIONS for section 50* term. |
| October 22: | Last day to add section 60* courses. |
| October 22: | First day of classes for section 60* term. |
| November 11: | Remembrance Day. |
| November 12: | Langara Campus closed in lieu of Remembrance Day. |
| November 30: | Last day for withdrawals from regular (September/December) and section 60* terms. |
| December 5 & 6: | Study days for final examinations. |
| December 7-14: | FINAL EXAMINATIONS for regular (September/December) term and section 60* terms. |
| December 24: | 1/2 day Monday |
| December 25-31: | Langara Campus closed. |
| December 31: | Last day of the Fall Term. |

SPRING TERM 1991

Classes start January 7 and end April 5 for the Regular (January/April) Term; for Section 50* they start January 7 and end February 14, for Section 60* they start February 18 and end April 5. FINAL EXAMINATIONS for the Regular (January/April) Term and for Section 60* April 10-17 for Section 50*, February 15 MUST BE WRITTEN unless the student is exempted by a medical certificate.

| | |
|-------------------|--|
| January 1, 1991: | First day of the Spring Term; New Year's Day; Langara Campus closed. |
| January 2, 3 & 4: | Registration for the regular (January/April), section 50* and section 60* terms. |
| January 7: | First day of classes for regular (January/April) and section 50* terms. |
| January 8 & 9: | Official late registration and course change for regular (January/April), section 50* and section 60* terms. |
| January 11: | Last day for refunds for section 50* term. |
| January 18: | Last day for refunds for regular (January/April) term and section 60* terms. |
| February 1: | Last day for withdrawals from section 50* term. |
| February 15: | FINAL EXAMINATIONS for section 50* term and last day to add section 60* courses. |
| February 18: | First day of classes for section 60* term. |
| February 21 & 22: | Spring Term Break; Langara Campus open. |
| March 15: | Last day for Application for Certificates or Diplomas for the Annual Graduation in May. |
| March 28: | Last day for withdrawals from regular (January/April) and section 60* terms. |
| March 29: | Good Friday: Langara Campus closed. |
| April 1: | Easter Monday: Langara Campus closed. |

April 8 & 9: Study days for final examinations.
April 10-17: FINAL EXAMINATIONS for regular (January/
April) term.
April 17: FINAL EXAMINATIONS for section 60* term.
April 30: Last day of the Spring Term.

SUMMER TERM 1991

Classes for the Regular (May/August) Term start May 3 and end August 7; for Section 50* they start May 3 and end June 17; for Section 60* they start June 19 and end August 5. FINAL EXAMINATIONS for the Regular (May/August) Term and for Section 60* August 12-16; for Section 50*, June 18 MUST BE WRITTEN unless the student is exempted by a medical certificate.

May 1, 1991: First day of the Summer Term.
May 1 & 2: Registration for regular (May/August) section 50* and section 60* terms.
May 3: First day of classes for regular (May/August) and section 50* terms.
May 6 & 7: Late registration and change for regular (May/August), section 50* and section 60* terms.
May 9: Last day for refunds for section 50* term.
May 16: Last day for refunds for regular (May/August) term and section 60 term.
May 20: Victoria Day: Langara Campus closed.

May 23: Annual Graduation Ceremonies.
June 7: Last day for withdrawals from section 50* term.
June 13-17: Registration for section 60* term at Student Services, Monday through Friday during regular college hours.
June 18: FINAL EXAMINATIONS for section 50* term.
Last day for registration for section 60* term.
First day of classes for section 60* term.
June 19: Canada Day. Langara Campus closed.
July 1: Last day for withdrawals from regular (May/August) and section 60* term.
August 1: B.C. Day: Langara Campus closed.
August 5: Study days for final examinations.
August 8 & 9: FINAL EXAMINATIONS for regular (May/August) term.
August 12-16: FINAL EXAMINATIONS for section 60* term.
August 16: Last day of the Summer Term.
August 31:

ACADEMIC YEAR

| FALL | SPRING | SUMMER |
|--------------------|---------------|------------|
| September-December | January-April | May-August |

A BRIEF HISTORY

VANCOUVER COMMUNITY COLLEGE, formerly Vancouver City College, was established in 1965 by bringing together the Vancouver Vocational Institute (1949), the Vancouver School of Art (1925), the Vancouver School Board's Night School Program (1909) and the King Edward Senior Matriculation and Continuing Education Centre (1962).

Growing with startling speed, the King Edward Centre proved so inadequate to contain the requirements of the academic areas that a new campus was built at Langara and opened in October of 1970. However, the old King Edward site was not vacant for long; it soon housed the fifth division of the College — the Special Programs Division, now King Edward Campus.

VANCOUVER COMMUNITY COLLEGE is unique in many ways. Besides being the oldest community college in Canada and the second largest post-secondary institution in B.C., it offers many programs not available elsewhere. To name a few: Art in Merchandising, Power and Process Engineering, and Interpreters for the Deaf.

A College Council was established as the governing body in December of 1970. Administrative services were provided by the Vancouver School Board until the Spring of 1973, when the College agreed to separate from the Vancouver School Board and established its own Regional Offices which began to function November 18, 1974. In accordance with the provisions of the College and Provincial Institutes Act, Vancouver Community College was designated by Order-in-Council November 24, 1978. This gave the College a corporate life separate from the School Board, permitting the College Board to authorize land holdings, borrowings and other activities attendant to a corporation.

The College Board, which oversees the affairs of the College, is comprised of nine members appointed by the Provincial Lieutenant Governor in Council.

CAMPUSES

KING EDWARD CAMPUS

King Edward Campus was created in 1970 to consolidate a variety of programs which had been located previously at a number of different locations. As well as administering on-site programs, K.E.C. is responsible for classes at more than 30 centres throughout Vancouver.

A unique variety of programs is provided by K.E.C., located at 1155 East Broadway, for a unique clientele. K.E.C. caters to adults of all ages and ethnic and educational backgrounds. Primarily, adults requiring preparatory courses — courses leading to other training or upgrading basic skills to enter or re-enter the work force — are accommodated.

King Edward Campus consists of three instructional divisions — Adult Basic Education, English Language Training, and Career. At present, more than 5,000 full-time and part-time students are enrolled in classes which are held Monday to Friday between 0800 and 2200 hours.

LANGARA CAMPUS

Langara is one of the most intensively used education facilities in B.C. On a normal weekday 6,500 people from throughout the Lower Mainland use the campus.

Located at 100 West 49th Avenue, Langara Campus held its first classes in October 1970. The four-storey instructional building, houses lecture theatres, conference rooms, multi-use classrooms, study and seminar rooms, science laboratories and technical-vocational workrooms and studios for the cultural and performing arts. Covered walkways connect with the library and the gymnasium.

Langara Campus offers a broad curriculum designed to serve the needs of most individuals who wish post-secondary education. Through fall and spring terms it enrolls regularly 6,500 students — 5,000 in arts and science programs (first and second year) and 1,500 in 31 career programs of specific occupational orientation. The academic year is divided into three terms of four months each. Any two terms of enrollment constitute an academic year.

VANCOUVER VOCATIONAL INSTITUTE

The Vancouver Vocational Institute specializes in the preparation of students to enter or up-grade their careers in business, industry and service occupations. It was first opened in 1949 in response to a growing awareness of the need for realistic technical and vocational training.

Classes operate on a six-hour, five day week and twelve-month year basis. In response to the heavy demand for training, some programs are offered on an extended day basis in day, evening and weekend classes. Twenty of its programs are unique in British Columbia.

Growth in the V.V.I., located at 250 West Pender Street, has been evident in all areas of the operation. Through the years it has grown considerably and changed to meet the public demand. New programs have been added to meet new employment demands; and courses are constantly being revised and expanded to meet the continuous changes in business and industry. In most of the 90 courses offered, content is primarily one-third theory and two-thirds practical experience.

CONTINUING EDUCATION

The adult continuing education arm of the College offers the public a large variety of learning experiences. The Continuing education program includes over 300 short-term courses for part-time students. It features several major instructional areas: a Business Administration up-grading program, Vocational and Technical courses, as well as general interest courses.

Continuing education annually enrolls approximately 20,000 part-time students. Courses are held at three evening centres — Langara Campus, Vancouver Vocational Institute and Hamber. Langara Campus is foremost in the College offerings of general interest courses. In addition, courses for any kind of short-term instruction are operated throughout the city.

The Fall program of Continuing Education begins in early September; the Winter term, early January; the Spring term, early April and the Summer term, mid-June.

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LANGARA OPERATION

The campus remains open during normal operating hours unless a specific announcement to the contrary is made. Emergency closures occur only under the most extreme circumstances.

LANGARA OPERATES ON A TWENTY-FOUR HOUR CLOCK

The College reserves the right to alter or discontinue courses, change fees, and alter procedures and rules regulating admission and registration, instruction in and graduation from the College and its various divisions, and to change any other regulations affecting the student body. Changes go into effect whenever the appropriate College authorities so determine and apply not only to perspective students but also to those who at that time are registered in the College.

HOW LANGARA CAMPUS WORKS

- 1) The normal term at Langara Campus is four months long. Courses last for a full term, and students receive final grades at the end of each term. In some terms a few full credit 2-month courses may be given. Two four-month terms of full-time study (15 credit hours or more each term) normally constitute a complete academic year of study at Langara — some career programs require three terms per year.
 - 2) There are three terms in the calendar year:
 - a) The Fall Term September to December
 - b) The Spring Term January to April
 - c) The Summer Term May to AugustNOTE: ALTHOUGH YOU MAY COMPLETE YOUR REQUIREMENTS FOR A COLLEGE CERTIFICATE OR DIPLOMA IN EITHER DECEMBER, APRIL, OR AUGUST, THERE IS ONLY ONE GRADUATION CEREMONY A YEAR, HELD IN MAY.
 - 3) You can fulfill Vancouver Community College diploma requirements by successfully completing an approved program of study over four terms (60 credit hours of study). Within the Career Division, there are a number of programs that require more than 60 credit hours and/or more than four terms: the Accounting Cooperative Education, Nursing, Computer Information Systems Co-operative Education, Realty Appraisal Co-operative Education and Theatre Arts Programs require six terms; the Court Reporter and Food Services Programs require five terms.
- Excluding regular career program requirements, the normal maximum load a term is 17 credit hours of college courses. If you have maintained a grade point average of 3.5, you may carry a course load exceeding the prescribed limits with permission from Dean of Administrative and Student Services or delegate.
- 4) Langara defines a full-time student as one registered in 12 or more credit hours and a part-time student as one registered in fewer than 12 credit hours.
 - 5) You may commence College Arts and Science Programs at the beginning of any Langara term. See the following pages for details regarding enrolment in career programs. (Some career program enrolments are interrupted and some are continuous.)
 - 6) Many academic courses at Langara Campus have both day and evening sessions. The Langara Campus day lasts from 0830

hours to 2230 hours Monday through Thursday; on Friday, Langara closes at 1630 hours. LANGARA OPERATES ON A TWENTY-FOUR HOUR CLOCK.

ADMISSION REQUIREMENTS

General Requirements

1. **Citizenship Status**
Only Canadian citizens and those who have permanent resident (landed immigrant) status in Canada may enrol at Langara. The definition of "permanent resident status" accords with the definition of the Canada Employment and Immigration Commission. Evidence of citizenship, or permanent residence may be requested by the College.
 2. **International Students**
A limited number of international students may be accepted at the College on a cost recovery basis. Please contact the International Student office at 1155 East Broadway, P.O. Box 24700, Station C, Vancouver, B.C. V5T 4N4.
 3. **English Language Proficiency**
Applicants must possess a level of English proficiency sufficient to support studies at Langara. If English skills are insufficient, the students' maximum course loads at Langara will be limited. (A referral to an English Language Assessment at V.C.C., King Edward Campus may be required prior to Langara Admission.)
- Language Requirements**
- Language Proficiency Index Test
- If you plan to enrol in a first term English or Communication course, you must take the B.C. Language Proficiency Index Test prior to the term in which you hope to register.
- Mathematics Diagnostic Test**
- For information on the Mathematics Diagnostic Test see page 77.
- Academic Requirements**
1. **Regular Academic Admission**
The academic requirements for admission to Langara Campus on a credit or non-credit basis are:
 - a) Successful completion of a B.C. secondary program (Grade 12); or the equivalent.
 - b) Successful completion of V.C.C., King Edward Campus Adult Basic Education Program, or the equivalent.
 - c) Successful completion of G.E.D. (General Educational Development testing program).
 2. **Conditional Admission — for students just leaving Grade 12.**
If you are deficient in not more than two secondary equivalent courses, you may be admitted to Langara academic studies, conditionally, and allowed to register in a partial program. Concurrently, you must take steps to complete secondary equivalent courses elsewhere.
- Langara campus will withhold full credit for College courses (will not provide official transcript of courses and credit) until secondary deficiencies have been made up and the Registrar has been provided with proof of this completion.
- The above admission categories assume a background of course work sufficient to support studies at Langara. With-

out this, first enrolment in college foundations courses may be recommended.

3. Dean's Admission — formerly Mature Student Admission.

Applicants not eligible for Regular or Conditional Admission may be granted "Dean's Admission" by the Dean of Administrative and Student Services, or his/her delegate, on the basis of: age; background; previous education; and general suitability for direct entry to college level studies.

Depending on the academic background of a student, counsellors may restrict the number of courses in which such a student may register. The Dean of Administrative and Student Services will adjudicate exceptional cases and circumstances arising from the admission process.

YOU SHOULD REMEMBER THAT, BECAUSE OF THE LARGE NUMBER OF STUDENTS ENROLLING, LANGARA CAMPUS IS NOT ABLE TO GUARANTEE REGISTRATION IN SPECIFIC PROGRAMS OR COURSES EVEN IF YOU HAVE BEEN GRANTED ADMISSION. REGISTRATION IS ALSO DEPENDENT ON HAVING THE PREREQUISITES OF INDIVIDUAL PROGRAMS OR COURSES.

REGISTRATION PRIORITY

Priorities for registration in any term will be determined by a system of student number coupled with Grade Point Average (GPA). Please go to Student Services for details.

HOW TO ENROL

Procedure for enrolling for the first time in Arts and Science (Academic) Programs

- 1) Before you register you must submit an application form, **with all supporting documents**, to the Student Services Centre for assessment. This submission may be made in person or by mail.

For students who do not meet the requirements for Regular Academic Admission (see page 5), an appointment with a Counsellor for assessment is mandatory. If you are currently a Secondary School Student, you may submit your application and you may arrange an appointment for a Counselling interview during your graduating year at a B.C. Secondary School, and before you have received your final secondary school transcript. Indeed, if you wish to have a Counselling interview, you should have it in the spring if you are planning to enrol in the fall term immediately following graduation.

Prospective students who are not presently in secondary school may make application any time after the 15th day of the second month of the term preceding that in which the student wishes to register.

ONCE YOUR DOCUMENTS HAVE BEEN ASSESSED AND YOU HAVE BEEN GRANTED ADMISSION TO THE CAMPUS, YOU WILL BE ASSIGNED A STUDENT NUMBER WHICH YOU WILL USE IN REGISTRATION AND WHICH YOU MUST PUT ON ALL DOCUMENTS YOU SUBMIT DURING REGISTRATION. THIS IDENTIFICATION NUMBER INDICATES YOU HAVE MET THE GENERAL REQUIREMENTS FOR ADMISSION TO LANGARA CAMPUS BUT HAVE NOT REGISTERED IN ANY COURSE. IT HAS NO VALIDITY AFTER THE REGISTRATION PERIOD FOR WHICH IT WAS ISSUED UNLESS IT IS CONVERTED TO A PERMANENT REGISTRATION NUMBER BY REGISTERING.

AT THE SAME TIME THAT YOU RECEIVE YOUR STUDENT NUMBER, YOU WILL RECEIVE YOUR TIME AND DATE OF REGISTRATION.

- 2) If you arrange a Pre-admission Counselling interview you must bring:
 - a) An official record of academic standing from your previous school or college.
 - b) Any records, certificates, and recommendations from your previous education.
 - c) Proof of permanent resident status (landed immigrant status).
- 3) If your background so warrants, your maximum course load may be restricted.
- 4) During the registration days at the beginning of the term (see pages i to iv), you will appear as scheduled by your identification number. You should bring to registration:
 - a) The document bearing your assigned student number.
 - b) Records of transcripts of previous post-secondary course standing to provide proof that you have pre-requisites for specific courses.
 - c) Fees.
 - d) Language Proficiency Index (if applicable).
 - e) Mathematics Diagnostic Test results (if applicable).
- 5) At registration you will receive a student card, which also serves as a library card. You should carry this card (which shows your Permanent Registration Number) at all times because it is required to borrow library books, as identification during exams, and for admission to student functions.

Guided Independent Study Courses

Langara Campus offers a number of guided independent study courses which use a combination of print materials, cassette tapes, and tutorials. These courses, not all of which may be available through G.I.S. every term, are: English 127, 128 and 229; French 115, 215, 117, 217, 119 and 219; Psychology 115 and 215; Spanish 115 and 215; and Sociology 120 and 121. Off-campus students (who will have priority at registration) may take these courses by correspondence, but on-campus students taking regular courses may also enrol. The courses are recommended only for students who are confident of their ability to work independently. Like all Langara courses, they must ordinarily be completed during the semester in which you enrol. For further information on the courses or on how to register for them, contact the Student Services office at Langara.

Procedure for enrolling for the first time in Career Programs

Applicants for admission to career programs who satisfy the criteria for admission to their program will be admitted on a "first come, first served" basis. For admission requirements for career programs, see the portion of this calendar devoted to the description of specific programs (pages 18 to 59).

- 1) New applications for any program will be accepted during the ten-month period immediately preceding the program intake date.*
 - i.e.—March 1 to December 31 for January intake
 - November 1 to August 31 for September intake
 - July 1 to April 30 for May intake

Applications received prior to this will not be accepted.

*Theatre Arts Program — Please see pages 24 and 25.

Nursing Program — Please see pages 54 to 56.

Computer Information Systems and Realty Appraisal Evening programs have continuous intake.

Selection of applicants for most programs generally takes place

four months prior to program intake date. Thereafter, applicants will be considered only if seats are available in the program.

- 2) Senior secondary school graduation is the normal pre-requisite for admission to career programs. However, many applicants enter programs without this because of other qualifications and experience. Some career programs require such special submissions and procedures as interviews, testing, auditions, or portfolios.
- 3) Applicants who satisfy the criteria for admission to the program of their choice will be admitted on a "first come, first served" basis. It should be pointed out that the college reserves the right to limit admissions to those applicants, who in the opinion of the college, possess the requisite capabilities for success.
- 4) Applicants in Grade 12 in British Columbia at the time of application who otherwise satisfy the criteria of a program of their choice, may be considered for tentative acceptance based on mid-term marks. Final acceptance will be subject to confirmation of Grade 12 completion.
- 5) Applicants must meet appointment times and dates for testing and interviews.
- 6) Normally, applicants will be notified of acceptance or non-acceptance two to three months prior to commencement of instruction. Unsuccessful applicants may apply for other programs where space permits or for enrolment in Arts and Science studies.
- 7) Successful applicants will be required to submit a non-refundable deposit (\$150.00 or the total tuition fee, whichever is less) and, if applicable, to satisfy medical requirements. (Deposits will be refunded if applicants do not meet medical requirements or do not complete Grade 12.)

NOTE: Because facilities for programs are limited, we cannot guarantee admission into any program even though you may fulfill minimum requirements.

- 8) If accepted into a career program, you will be so notified by letter. That letter will give you a day and hour for registration.

Procedure for re-enrolling

- 1) If you are a returning student, you must re-register for each term in which you wish to enrol. If an Arts and Science student, you will appear as scheduled by your permanent registration number and your MOST RECENT TERM grade point average (G.P.A.) during the registration days at the beginning of the term. If a Career Program student, you will be so listed and you will register as noted in the term schedule.
- 2) You should bring to registration:
 - a) A Statement of Grades from your last term of registration.
 - b) Proof of satisfactory completion of pre-requisite requirements, if appropriate, for any course in which you plan to register.
 - c) Fees (an advance fee may be required of students re-registering in career programs).

MAINTENANCE OF STANDING

Re-Admission

If you are returning to Langara, you must re-register for each term. At registration, you must present the Statement of Grades from your most recent term at Langara.

Requirements for Re-Admission (see also Grades and Grade Points, page 8 and 9):

By Course:

- 1) Registration in a College course with a pre-requisite at the College level requires a grade of "A", "B", "C+", "C", "C-" or "S" in the pre-requisite College Course.
- 2) College credit will be granted for the grade "P", but advancement to next course level will not normally be permitted.
- 3) The College reserves the right to restrict or refuse re-registration in a course in which a grade of "P", "F", "N", "U" or "W" has been received.

By Program:

- 1) If you receive a grade point average of less than 1.50 and/or you receive an "F", "N", "U" or "W", in two or more courses, you will be placed on academic warning and should see a counsellor before re-registering.
- 2) If you receive a grade point average of less than 1.50 and/or you receive an "F", "N", "U", or "W" in two or more courses for two successive term, you may not re-register for three terms.
- 3) If you receive grades of "P", "F", "N", "U", or "W" in any of your career program courses, you must receive departmental/coordinator permission to proceed in the program.

N.B. A student who is compelled to stand out for three terms because of the Maintenance of Standing requirements, will be permitted when re-registering after the three term stand out, to register in the "new student" category.

Board of Admissions

Unique cases and circumstances arising from the process of re-admission which are incapable of resolution within existing policies and procedures of the college may be referred through the Dean of Administrative and Student Services to the Board of Admissions for resolution.

Changes

The Course Planning information given you by your counsellor is a suggested selection of courses consistent with your expressed educational goals. If you have any queries or concerns about changes you may see a Langara counsellor either before or during registration. If you wish to add or change a course after registration, you must report to the Late Registration and Change area during its operation. There you may make the necessary changes in your program if classroom space is still available.

FEES

Tuition

All courses are \$30.00 per credit.

Student Union

\$9.00 basic, plus \$1.00 for each additional course (Union operating fund), plus a national student fee of \$3.75, plus \$2.00 per course (Building loan), plus \$2.50 basic (Gleaner) and 75 cents per additional course (Gleaner), plus refugee student support of \$1.00 to a maximum of \$33.25.

Materials

Some Career programs carry materials fees to cover packages provided to students. These fees range greatly from program to

program. Please check with your counsellor or the program chair-
man/coordinator for details.

Non-Credit Courses

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

Senior Citizen Tuition Fee Exemption

Exemption from payment of tuition fees is available to senior citizen
residents of B.C. who are 65 years of age or over. Automatic
admission and tuition fee exemption may not be possible in all
courses or programs in that some are limited in enrolment or are
specifically employment oriented. The Dean of Administration and
Student Services shall decide upon the availability of such courses
and programs to senior citizen students on a fee exempt basis.

Guided Independent Study

Fees for guided independent study courses are the same as for
regular courses (see Fees above).

PLEASE NOTE THAT ONLY TUITION IS INCOME TAX DE-
DUCTIBLE. EARLY IN THE YEAR YOU WILL RECEIVE AN
OFFICIAL FEE RECEIPT FOR INCOME TAX PURPOSES
SHOWING ONLY TUITION. OTHER FEES WILL NOT BE IN-
CLUDED ON YOUR OFFICIAL RECEIPT FOR THEY ARE NOT
INCOME TAX DEDUCTIBLE.

Fee Refunds

One Hundred per cent (100%) refund on or before the official late
registration and course change dates, (2 days each term), (see
schedules page i to iv). Thereafter, fifty per cent (50%) refund of
tuition only, and one hundred per cent (100%), ancillary fees during
the first two weeks after registration. N.B.: If you drop and add a
course after the official period (2 days), you will be charged accord-
ingly. That is, you will receive a fifty per cent (50%) refund on your
dropped courses, however, if you add courses, you will be charged a
full fee on the added courses. NO REFUNDS BEYOND THAT
TIME.

Fee Payment

- 1) Registration is not complete until all fees are paid. Please make
your cheques or money orders payable to "Vancouver Commu-
nity College".
- 2) If your cheques are not honored where drawn, you will be
excluded immediately from classes. You must pay any fees owing
plus an additional \$15.00 fee with cash, money order or certified
cheque prior to readmission to your classes. Any fees owing to
the College must be paid before you may register at the College
in the future. In following terms, you will be required to pay your
fees with cash, money order or certified cheque.

Fee Receipts

Official fee receipts are issued once a year in February. They must
be retained for income tax purposes. Duplicate receipts are not
issued. It is essential therefore, that you keep your fee receipt in a
safe place when you receive it.

GRADING AND RECORDS

Term Work

Normally term essays, projects, and reports assigned during the
term account for 65 to 80 percent of the grade for each course.

The final examination provides an additional means of measuring
achievement. Considering this, it is vital for success in any course or
program at Vancouver Community College, Langara Campus, that
you maintain a consistent effort in all assignments and classwork.
Many instructors have tutorial periods available every week, partic-
ularly for students who need extra help.

Attendance

You must attend all classes, lectures, laboratories, workshops and
seminars. Irregular attendance may result in your exclusion from
classes. Absence for any cause in no way relieves you of the
responsibility for completing the work of the course to the satisfac-
tion of the instructor. If you are unavoidably absent because of illness
or some other acceptable cause, you are still responsible for class
work or assignments missed. If repeated absences are due to
illness, you may be asked to submit a medical certificate. If you are
absent during the term from any examination for which due notice
has been given, you may be required by the instructor to report to
the Student Services Centre upon your return to the College.

Final Examinations

To receive course credit, you must write the scheduled final exami-
nation for each course taken. The schedules are displayed promi-
nently about the campus at least ten days before the examinations
begin. To get credit in your courses, you must accept a commitment
to be available for your examinations as scheduled. If possible, final
examinations will be re-scheduled upon request for any student
scheduled to write

- (i) two or more examinations at the same time, or
- (ii) two or more examinations each exceeding one hour in dura-
tion with an intervening break of less than one-half hour, or
- (iii) more than three examinations in one day, or
- (iv) more than four hours of examinations in one day.

Final examinations will not be re-scheduled for reasons other than
those noted above except in very special circumstances. Requests
for re-scheduling of examinations must be made on the appropriate
form in the second floor General Office before a date which will be
displayed on the initial (tentative) final examination schedule. If you
are registered in a course and have attended throughout the term,
but owing to illness or other special circumstances, are unable to
write a final examination, you may apply to the registrar for "aegro-
tat standing", that is, a grade based upon the term's work. Such
applications must be substantiated by a medical certificate or other
appropriate documentation.

Grades and Grade Points

Vancouver Community College, Langara Campus uses a letter sys-
tem to grade your achievements.

| Letter Grade | Grade Point Equivalent |
|---|---------------------------|
| A Distinguished Achievement For consistently distinguished accomplish- ment in examinations, reports, and class par- ticipation. | 4 |
| B Above Average Achievement For consistent mastery of the subject matter of this course. | 3 |
| C+ Average Achievement C For sufficient comprehension of the subject C- matter. | 2.5 2 1.5 |
| P Minimum Passing | 1 |

For completion of a course but with below
average achievement. (College credit will be
granted but you will not normally be permit-
ted to proceed to the next course.)

| | |
|--|---|
| F Insufficient Achievement For completion of a course without demon- strating sufficient knowledge of the content to receive credit. | 0 |
| N No Credit If you cannot be awarded an A, B, C +, C, C-, P, or F and are ineligible for a W. This includes the student who, having regis- tered in a course: 1) Ceases to attend or to participate in class work after the final withdrawal date (first day of the last month in any term i.e., December 1, April 1, August 1). 2) Does not write the final examination. | 0 |
| S Satisfactory | Not to be included in the Grade Point Average |
| U Unsatisfactory | Not to be included in the Grade Point Average |

The "S" and "U" grades are for evaluation of
achievement in the field work courses in some
Career Programs. The courses employing
"S" and "U" grades are identified in their
calendar descriptions.

Symbols

| | |
|---|--|
| O O in the credit column indicates no credits in this course. | |
| W Withdrawal (no credit) For the student who after the course change period withdraws from a course or courses for medical, compassionate or other reasons considered acceptable by the college. | Not to be included in the Grade Point Average |
| X Duplicate course (no credit) When a course is repeated the more recent grade will be used in the calculation of the grade point average; however, both grades remain on the permanent record. It should be noted that this system functions for courses repeated as of the 79/3 term and thereafter only. Credit will be granted only once for a course regardless of the number of times a course may be successfully completed. A re- peated course is known as a duplicate course. | Not to be included in the Grade Point Average. |
| * Indicates that the student took the course on a non-credit basis. | Not to be included in the Grade Point Average. |
| # Grade not available at time of printing. | |
| @ Indicates non-payment of fees. | |

Withdrawals

To receive this "W" standing, you must comply with the formal
withdrawal procedure at the Student Services Centre. If you do not
complete a course and/or fail to write the examination but fail to
withdraw officially, you will receive an "N" grade. The final with-
drawal date is the first day of the last month in any term (i.e.
December 1, April 1, August 1).

After the final withdrawal date, if you wish to leave a course for
reasons of doubtful successful completion, you will receive an "N"
grade.

In the calculation of the grade point average, an "N" grade is
included and carries a grade point equivalent of "O".

For withdrawal dates in the sections 50 and 60 terms please see the
schedule on pages i to iv.

Registering on a Non-Credit Basis

With the exception of those courses which must be restricted to
students in a particular program, all courses offered at Vancouver
Community College, Langara Campus may be taken on a non-credit
basis by students who have the necessary pre-requisites. No grades
or credit will be awarded, but the course name and number will
appear on the student's record together with the symbol (*) indica-
ting the course was taken on a non-credit basis.

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

Conversion from a non-credit to a credit basis or from a credit to a
non-credit basis is not permissible either during or after the term.

Grade Point Average (GPA)

Grade point averages are reported on each Statement of Grades. To
find your GPA, multiply the letter grade point equivalent for each
course by the number of credits granted for that course. Then add
up these figures for all courses and divide the total by the total of
credits for all courses you have taken (not including courses graded S
or U or W).

Overall Grade Point Average (GPA)

To find your overall GPA, multiply the letter grade point equivalents
for all courses on your permanent record by the number of credits
granted for all courses. Then add up these figures for all courses and
divide the total by the total of credits for all courses you have taken
(not including courses graded S or U or W). If you repeat a course,
only the more recent grade will be used in calculation of your grade
point average although the original grade will remain on your record.

Statement of Grades

A Statement of Grades is mailed to students each term within one
week following the last scheduled examination in that term. Grades
will not be released to students prior to the mailing date and time,
and they are never released to anyone else without the student's
permission. You must meet all obligations relating to fees, library
books or fines, and borrowed equipment before the college will
release a Statement of Grades, Transcript, Diploma or Certificate.
You must submit to the Student Services Centre, a permanent
address to which term-end Statements of Grades can be mailed. If
you change your name or permanent mailing address, please report
the change to the Student Services Centre.

Appeal of Final Grades

APPEAL OF A FINAL GRADE MUST BE MADE WITHIN 14
DAYS OF THE DATE THE GRADES WERE MAILED.

Please contact the Registrar's Office for detailed procedure for
Appeal of Final Grades.

Grievance Procedure

Please contact the Office of the Registrar for details of Grievance Procedure.

Advanced Placement/Equivalent Credit/Transfer Credit

Please contact Student Services for information on the above.

Please Note: No more than 30 credits will be granted to any student on transfer from an other institution(s) unless the credit is toward a specific career program where greater than 60 credit hours are required for that program, in which case fifty percent (50%) of the total number of credits for the specific program may be transferred in.

Academic Record and Official Transcripts

The Student Services Centre maintains a permanent record of your courses, credits, and grades.

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

You may acquire official transcripts in Student Services on request. You must apply for a transcript in person or by written request well in advance of the time for which you need it. The fee for transcripts is three dollars (\$3.00) for each copy. Generally, you must pay such fees in advance, but at the discretion of the registrar you may be billed after transcripts are issued. When you submit your request by mail, return delivery of the transcript usually requires about one week.

N.B. IF YOU WILL NEED OFFICIAL TRANSCRIPTS AFTER FINAL EXAMINATIONS PLEASE ORDER THEM BEFORE CLASSES TERMINATE.

Transfer to other Institutions

If you plan to transfer from Vancouver Community College, Langara Campus to another educational institution, you should consult the registrar of that institution to determine the transferability of courses you have taken at Langara Campus. The institution to which your official transcript is sent may evaluate your courses, appraise your letter grades, and compute your grade point average in accordance with its own policies and regulations. If you plan to transfer, you should discuss your plans with a college counsellor, bearing in mind that responsibility for final choice of course/program is yours.

MAINTENANCE OF STANDING – See page 7.

STUDENT/FACULTY RESPONSIBILITIES

- 1) You have a responsibility to be familiar with all policies at Langara Campus as laid out in this calendar. In any case of dispute, ignorance of regulations cannot be used as an excuse.
- 2) The College recognizes ACADEMIC FREEDOM. For clarification of the term academic freedom see either the Dean of Instruction or the Dean of Administrative and Student Services.
- 3) Your instructor has a responsibility to provide you with frequent evaluation throughout the semester. You have a responsibility to keep your work up-to-date so that your instructor can inform you of your progress.
- 4) Your instructor has a responsibility to keep regular office hours (and tutorial or seminar hours for the fourth hour of day sections where applicable). You have a responsibility to take advantage of these times to discuss problems or questions you may have.

CERTIFICATES AND DIPLOMAS

NOTE: To receive a certificate or diploma, you must apply for graduation at the Student Services Centre prior to March 15, for a certificate or diploma to be received at the graduation ceremony held annually in the spring of each year. You should apply for graduation as soon as you complete certificate or diploma requirements, regardless of the term.

CERTIFICATES

If you complete successfully the requirements of a Certificate Program (length of certificate programs vary) at least 50% of which MUST be completed at Langara... this 50% must be the final 50% of your program, you are eligible to receive a Vancouver Community College, Langara Certificate. In the 1989/90 college year, Langara will offer the following certificate programs:

- Accounting Post Diploma
- Computer Information Systems Post Diploma
- * Early Childhood Education
- Early Childhood Education: Special Education Post Basic Journalism
- Realty Appraisal
- * Recreation Facilities Management Post Diploma
- Recreation Leadership Post Diploma
- * Small Business Development
- Social Service Worker
- Special Education Assistant

*The Early Childhood Education Program, the Recreation Facilities Management Program and the Small Business Development Program require the satisfactory completion of three terms of study.

You may use courses for only one Langara certificate/diploma. If you desire an additional Langara certificate, you must earn the necessary credits with courses not used for the previous certificate/diploma. This calendar lists certificate requirements specific to each program (see index).

Diplomas

If you complete successfully the requirements of a four-term program (two academic years or the equivalent), you are eligible to receive a Vancouver Community College, Langara Diploma.

Exceptions are, the Computer Information Systems Program, Computer Systems Technologist Cooperative Education Program, the Accounting Cooperative Education Program, Nursing Program and the Theatre Arts Program which require the satisfactory completion of six terms of study; the Court Reporter Program and the Food Services Supervisor/Technician Program require five terms. In addition, graduation from the Computer Systems Technologist Program requires a 'C' or better standing in all courses.

In the 1990/91 college year, Langara will offer the following Diploma programs.

- Arts and Science
- Arts and Science (Canadian Studies) (See page 11)
- Arts and Science (Classical Studies) (See page 11)
- Arts and Science (Commerce) (See page 11)
- Arts and Science (Computer Systems Technologist) (See page 12)
- Arts and Science (Latin American Studies) (See page 11)
- Arts and Science (Pacific Rim) (See page 13)
- Arts and Science (Peace and Conflict Studies) (See page 13)
- Arts and Science (Women's Studies) (See page 14)

- Accounting
- Accounting Co-operative Education
- Art in Merchandising
- Business, Finance and Investment Management
- Computer Information Systems
- Computer Information Systems Co-operative Education
- Co-ordinated Studies
- Court Reporter
- Criminal Justice
- Exercise Science
- Fine Arts
- Food Services Supervisor/Technician
- General Education
- Journalism
- Leisure Studies
- Library Technician
- Marketing and Sales
- Nursing
- Pacific Rim (Business)
- Professional Photography
- Physical Education
- Realty Appraisal
- Recreation Facilities Management
- Recreation Leadership
- Theatre Arts

A diploma requires the successful completion of at least 60 credit hours with at least 6 credit hours in the English Department and a minimum of 50% of your studies at Langara. This 50% must be the final 50% of your studies. For any exceptions to this regulation prior approval must be obtained. Please make application to the Graduation Adjudication Committee in Student Services. (See page 10 for information on transfer credit)

You may use courses for only one Langara diploma/certificate. If you desire an additional Langara diploma/certificate, you must earn the necessary credits with courses not used for the previous diploma/certificate.

General requirements for the Arts & Science, Co-ordinated Studies, and General Education Diplomas are listed below. For all other programs, you will find specific requirements listed elsewhere in the calendar (see index).

ARTS AND SCIENCE — This diploma allows a degree of concentration in academic areas of interest for those students who plan two years of college study. With appropriate selection of courses, this diploma is suitable for students planning studies beyond the two-year college level.

You must select at least 45 credit hours from courses offered by one or more of the English and Modern Language, the Humanities and Social Science, or the Mathematics and Science Divisions. You may not select the 45 credit hours from those courses designed, for the most part, for Career diplomas (these courses are designated by an asterisk in the calendar). Students must include one of English 127 or English 128 and one of English 229 or English 230 within the above-mentioned 45 credit hours. If you so wish, all or some of the remaining 15 credit hours may be selected from Career Courses.

ARTS AND SCIENCE (CANADIAN STUDIES)

For the Diploma in Arts and Science (Canadian Studies) you must complete:

- 1) Two of the following courses:
Canadian Studies 110, 120, 130 and 140
- 2) The requirements of the diploma in Arts and Science, including at least five of the following (a maximum of two courses from any one discipline): Anthropology 150, 221, 240; Economics 115,

116, 221; English 325; French (any course, maximum of two courses); Geography 120, 130, 150, 155; History 116, 216, 117, 217, 161, 369; Philosophy 226; Physical Education 261; Political Science 117, 119, 209, 219; Sociology 121; Women's Studies 116, 216, or additional Canadian Studies Courses.

- 3) Attendance at a one-semester series of lectures on Canadian topics — Canadian Studies 105 (No registration fee);

OR

satisfactory completion of one Special Project specifically related to Canadian Studies to be supervised and determined by the department.

ARTS AND SCIENCE (CLASSICAL STUDIES)

For the Diploma in Arts and Science (Classical Studies) you must complete:

- 1) Latin 115, 215 and/or Greek 115, 215 and History 111, 211.
- 2) The requirements of the diploma in Arts and Science including at least six of the following: Anthropology 185; Anthropology 195 (designated section); Art History 114, 214; Classical Literature 111, 211; English 181; English 327 (designated section); History 113, 114, 213; Philosophy 100; Religious Studies 230; and other such relevant courses as may be offered from time to time.
- 3) Registration and attendance for one semester at a weekly colloquium on classical topics. (No registration fee.)

ARTS AND SCIENCE (COMMERCE)

The program provides courses needed for equivalency to the University of British Columbia pre-Commerce and first Commerce years, and with some amendments, will facilitate transfer to the Faculty of Business Administration at Simon Fraser University. The program also provides a basis for entry into general business fields, and a business-oriented direction for mathematically inclined students. The program leads to a Diploma in Arts and Science (Commerce).

Transfer to U.B.C. second year Commerce and to S.F.U. will depend on those institutions and each application will be considered on its merits. The need to maintain a minimum cumulative grade point average (C.G.P.A.) of 3.0 cannot be overemphasized since a quota is maintained by both universities. The program in place at Langara is geared specifically to U.B.C., although with some amendments it can be used for S.F.U. Please see a counsellor regarding S.F.U. requirements.

The typical Pre-Commerce Year (First Year, Arts and Science) appears as follows: Students register independently in the Academic Division.

TERM THREE

English 127 or 128
Economics 221
Mathematics 174
Academic Elective
Academic Elective

TERM FOUR

English 229 or 230
Economics 222
Mathematics 274 (Note 1.)
Academic Elective (Note 2.)
Academic Elective

- Note:**
1. Students who have completed Math 153/253 or Math 171/271 will be considered provided Math 274 is completed in second year.
 2. Students are advised not to enrol in Commerce or Statistics courses. It is recommended that the language requirements for the Faculty of Arts be completed at this stage if they have not already been completed at the secondary school level. A Computer Science course is also recommended.

Once the above curriculum is complete, students may apply for admission to the one year Commerce Transfer Program. This program commences each September and admission is based on the

student's C.G.P.A. (3.0 minimum preferred). Admission will guarantee seats in the required courses.

TERM THREE

Accounting 253
Economics 251
*Mathematics 310
*Statistics 181
Business Procedures 115
Elective

TERM FOUR

Accounting 353
Economics 297
*Statistics 225
Organizational Behaviour 321
Elective
(Economics 252 recommended)

- Note:** 1. If you do not already have Computing Science, one of the electives should be Computer Science 131 or Computer Science 135.
2. Public Speaking is now a required course for U.B.C. (non-credit). This course will be required to be taken in 2nd year Commerce.

*All three courses must be completed to obtain credit for Commerce 290 and 291.

ARTS AND SCIENCE (COMPUTER SYSTEMS TECHNOLOGIST)

The two year (six term) Computer Systems Technologist Program trains students in computer systems concepts with emphasis on systems analysis, computer programming, software evaluation, computer architecture, peripheral interfacing, data communications, and systems integration and troubleshooting. Hands on experience is gained in well equipped labs using current mini and micro computer systems and two practicum courses are included to ensure the student develops the necessary work experience to successfully enter the job market.

The program has a high academic content allowing many of the courses to be used as transfer credit towards a future degree in Computing Science for those who wish to continue advanced studies in this challenging but rewarding field. The program leads to an Arts and Science (Computer Systems Technologist) Diploma.

Admission Requirements:

'C' standing in Algebra 12 and Physics 11 (or equivalent) together with acceptable standings on the English, Mathematics and Computer Science diagnostic tests. Students are advised to have touch keyboarding skills of at least 15 wpm on entry to the program.

In addition, each applicant must submit a recent transcript of grades plus a short composition as to why you wish to enroll in this program.

CURRICULUM (Regular academic requirements)

(Courses preceded by asterisks have potential for transfer credits)

FIRST TERM (Fall)

*Computer Science 135
Computer Science 191
*Mathematics (100 level)
*Accounting 115
*Statistics (100 level)

THIRD TERM (Fall)

*Computer Science 235
*Computer Science 335
*Computer Science 436
*Computer Science 565
Communication 219

SECOND TERM (Spring)

*Computer Science 235
*Computer Science 291
Computer Science 265
*Mathematics (200 level)
Communication 119

FOURTH TERM (Summer)

*Computer Science 480
*Computer Science 575
Computer Science 590
Computer Science 695

- Notes:** 1. No courses will be offered during the first Summer and second Spring terms. These terms are for Co-operative education. Students who do not elect the Co-op option or do not secure work placement are strongly advised to

find practicum positions to gain experience.

- For description of courses, see pages 63 to 86.
- Substitution of courses or exemptions must only be made by permission of the Program Coordinator or the Computer Science Department Chairman.

A grade of 'C' minus or better is required in all program courses to be eligible for the diploma. In addition, a grade of 'C' or better is required in those Computer Science courses which are prerequisites to other Computer Science courses.

ARTS AND SCIENCE (COMPUTER SYSTEMS TECHNOLOGIST) CO-OPERATIVE EDUCATION OPTION

Students working to participate in this option must have above average academic grades and demonstrate potential for success in their chosen professional field.

Work terms are four months long and begin each May and January.

Student wages are comparable to those of regular employees with similar skills engaged in similar work. Currently many employers qualify for a fifty percent federal wage subsidy, which is applied for and arranged by the College.

Employers willing to participate in the program supply a job description to the College. The position is posted, and interested students submit their resumes to the Co-operative Education Officer, who transmits them to the employers and arranges the interviews. Students are chosen for work placement by the employer, who sets the terms of employment, salary and benefits.

The selection process is normally completed one month prior to the commencement of the work placement.

Co-operative education has proven to be of great benefit to students, employers and the College. Students have the opportunity to apply their knowledge in a practical work setting and to gain practical work experience before commencing their professional careers; employers gain knowledgeable manpower for short term projects; the College has the ability to modify its program based on student and employer feedback.

Admission Requirements:

In order to be admitted to the Co-operative Education Option:

- You must maintain a minimum GPA of 2.6 in each term and receive no grades below C in any subject.
- You must carry a full course load of five subjects. Some exceptions to this rule may be made in situations where students have previously completed a course at VCC or have a transfer credit from a post-secondary institution.

CURRICULUM

(Courses preceded by asterisks have potential for transfer credits)

First Year:

FIRST TERM (Fall)

*Computer Science 135
Computer Science 191
*Mathematics (100 level)
*Accounting 115
*Statistics (100 level)

THIRD TERM (Summer)

Computer Science 398
Computer Science 599

SECOND TERM (Spring)

*Computer Science 235
*Computer Science 291
Computer Science 265
*Mathematics (200 level)
Communication 119

FOURTH TERM (Fall)

*Computer Science 325
*Computer Science 335
*Computer Science 436
*Computer Science 565
Communication 219

FIFTH TERM (Spring)

Computer Science 598
Computer Science 599

SIXTH TERM (Summer)

*Computer Science 480
*Computer Science 575
Computer Science 590
Computer Science 695

Notes: 1. For description of courses, see pages 26 to 86.

- Substitution of courses or exemptions must only be made by permission of the Program Coordinator or the Computer Science Department Chairman.

ARTS AND SCIENCE (LATIN AMERICAN STUDIES)

For the Diploma in Arts and Science (Latin American Studies) you must complete:

- English 127 or 128, English 229 or 2330, Latin American Studies (LAS) 100 and 101 and Spanish 115 (or equivalent proficiency).
- At least four of the following courses with significant Latin American content:
Anthropology 160
Anthropology 230
Art History 117
Economics 120
English 327 (Latin American Literature in English translation)
Geography 160
Geography 195 (Geography of Latin America)
Geography 270 (Latin American Content)
Political Science 250 (Latin American Content)
Sociology 195 (Sociology of Latin America)
ONE of Spanish 119, 215, 219, 301, 401 (Note: Only one Spanish course may be counted among the minimum four courses with significant Latin American content, but students are encouraged to include more Spanish courses among their electives. A student who already has credit for Spanish 115/215 or equivalent proficiency may substitute two second year courses for them.)

ARTS AND SCIENCE (PACIFIC RIM)

When successfully completed, this option will make the student eligible for acceptance to the second or third year of the Department of Asian Studies at UBC, or the second or third year level of the Faculty of Arts, provided all other entry requirements are also fulfilled. With the proper economics and mathematics courses taken at Langara Campus the student may qualify for continued studies in business at a university. Students are responsible for confirming with the appropriate university faculty their selection of transfer courses.

The challenges and opportunities of an international career are many, especially if you are interested in cultural, language, social and political differences between people.

Through a continuation of study at a university, careers in education, research, business management, government and related areas may be made more available to you.

Admission Requirements

In order to be admitted to the program:

- You must arrange an interview with the counsellor in charge of the Pacific Rim Program. This will be done at the Student Services Centre at Langara Campus.
- You must have completed B.C. Grade XII or equivalent or be eligible for "Dean's Admission" ("mature student" entry on the basis of education, experience and other qualifications).
- You must have a good knowledge of the English language, includ-

ing the abilities to speak clearly and to read, understand and interpret the printed word correctly.

- Preference will be given to applicants with a C+ or better average in secondary school English and Social Studies or other studies closely related to the Pacific Rim region. Preference is also given to applicants with a G.P.A. of 2.4 or better in post-secondary studies completed.
- Preference will also be given to those applicants who demonstrate a sincere desire to begin the study of a Pacific Rim language other than English.
- Applicants should be aware that at the discretion of the Department a personal interview may be required. In addition, an applicant may be required to undergo a Pacific Rim language (other than English) placement evaluation.

FIRST TERM

English 127 or 128
Pacific Rim 125
Pacific Rim 135
Chinese or Japanese 115*
Geography 160
Plus Seminar (non-credit; required)

THIRD TERM

Pacific Rim 130
Chinese or Japanese 117*
Pacific Rim (Business Practices)
Mathematics/Science elective
Elective
Plus Seminar (non-credit; required)

*With the prior approval of the Coordinator, other Asian language "credit" courses may be substituted for Chinese or Japanese in the four terms above.

SECOND TERM

English 229 or 230
Pacific Rim 225
Pacific Rim 235
Chinese or Japanese 215*
Geography 150 or 270
Plus Seminar (non-credit; required)

FOURTH TERM

Pacific Rim 230
Chinese or Japanese 217*
Pacific Rim (Cross-cultural)
Mathematics/Science elective
Elective
Plus Seminar (non-credit; required)

ARTS AND SCIENCE (PEACE AND CONFLICT STUDIES)

Peace and Conflict Studies (PACS) is an interdisciplinary field of study which is concerned with the problem of human conflict, especially violent and destructive conflict, and the means by which it can be constructively and nonviolently resolved. Its interdisciplinary approach to analysis draws on the perspectives of the physical and social sciences, history, and philosophy.

Guest lectures from these academic disciplines, as well as guests from the active world of conflict resolution — labour mediators, politicians, peace leaders — will enhance the core courses, PACS 201 and 202. Each of the courses listed as requirements for a diploma program in Peace and Conflict Studies adds to an understanding of this most complex and pressing human issue.

Diploma Program

The PACS diploma is a specialized adjunct to the requirements of the Langara Arts and Science diploma. A specialization in this field can lead to further academic study in Peace and Conflict which at this time is the fastest growing area in graduate programs in North American universities. Peace and Conflict Studies is also an appropriate preparation for the following career areas: politics and diplomacy; international relief and development; community and social services; public and private administration; counselling; law and corrections; education; clergy.

Diploma Requirements

- 1) The successful completion of the two core courses:

Peace and Conflict Studies 201: The Nuclear Age

The history of the atomic bomb; the relationship of the arms race to other global problems; causes and consequences of nuclear war; arms control and reduction.

Peace and Conflict Studies 202: Conflict and Conflict Resolution

An active examination of levels of conflict from the interpersonal to the international. A look at the roots of conflict and the history of conflict resolution. Careers in peace-making and peace studies will also be examined.

- 2) Peace and Conflict Studies 105 — attendance at a one semester series of guest lectures on PACS topics. Journal required.
- 3) The requirements of the diploma in Arts and Science (60 credits), including at least six of the following (no more than two courses from any one discipline count towards this requirement): Anthropology 120; Economics 116; Geography 100, 155, 160; History 114, 115, 215; Philosophy 105, 100, 226; Political Science 140, 240, 150, 160; Psychology 115, 322.

Admission Requirements

College entry or mature student status. Some courses may require specific prerequisites.

ARTS AND SCIENCE (WOMEN'S STUDIES)

For the Diploma in Arts and Science (Women's Studies) you must complete:

- 1) Women's Studies 116 and 216.
- 2) The requirements of the diploma in Arts and Science, including at least four of the following: Biology 160, Economics 115, English 229, History 216, Philosophy 225, Political Science 160, Psychology 215, 425, Religious Studies 220, 230, or other such relevant courses as may be offered from time to time.
- 3) Women's Studies 105 — attendance at a one semester series of lectures on women's issues. (No registration fee.)

NOTE: IT IS ESSENTIAL THAT EACH STUDENT APPLYING FOR A DIPLOMA IN ARTS AND SCIENCE COMPLETE (at least) 60 CREDIT HOURS OF STUDY (SEE PAGE 22).

EXERCISE SCIENCE

For diploma requirements see page 56.

LEISURE STUDIES

For diploma requirements see page 57.

PHYSICAL EDUCATION

For diploma requirements see page 57.

DIPLOMA IN CO-ORDINATED STUDIES

You must successfully complete a recognized Vancouver Community College certificate program equivalent to at least 30 Langara credit hours (subject to evaluation by the Counselling Department, Langara) plus one year of study in Arts & Science (30 credit hours) at Langara. You must choose a minimum of 6 credit hours from the offerings of the English Department. Note: this is the only Diploma for which certificate credit may be granted toward a Diploma.

DIPLOMA IN GENERAL EDUCATION

This diploma is appropriate if you prefer a diverse selection of courses and do not necessarily plan to undertake university study. You may select the basic requirements of 60 credit hours from any of

the Langara divisions: Career, English & Modern Languages, Humanities and Social Sciences, or Mathematics & Science. You must choose a minimum of 6 credit hours from the offerings of the English Department.

Appeals

You should submit appeals regarding evaluation to the Graduation Adjudication Committee through the Registrar's Office.

Dean's List

Diploma or certificate candidates who achieve a grade point average of 3.50 or greater in each of any two terms in the twelve-month period prior to their completion of the diploma/certificate requirements at Langara Campus and who were registered in 12 credit hours or more in each of the two terms are eligible to be placed on the Dean's List. The Dean's List is printed once a year in the May Graduation Ceremonies Program.

COURSE DESCRIPTIONS

Course Numbering

All credit courses at Langara are designated by a three-digit number. The subject field of the course precedes the number, and the credit hours assigned to the course are indicated in parentheses following. In many cases, courses carry descriptive titles and these follow the course name and number.

Example: History 117 (3)
B.C. History I

In general, the first digit of the three-digit course number indicates the term in which you may first take the course. For example, because the first digit of CHEMISTRY 215, is "2", you may not take this course until you have completed at least one previous course in chemistry — in this case CHEMISTRY 115.

Prerequisites

Prerequisite requirements, where applicable, are included in course descriptions. In the case of a number of career programs, specific prerequisites are not indicated. Acceptance in these courses generally depends on the degree of your success in the previous term.

Though certain courses numbered at the 200 level or above do not call for specific prerequisites, the College feels that you should complete at least one term of appropriate Langara studies before attempting such courses. You should select your courses with care to ensure that you undertake a College program that will not only fulfill College Certificate and Diploma requirements but also best meet your future educational and career needs.

As indicated previously, you must remember that the final responsibility for selection of courses rests with you.

Credits

A standard credit represents a minimum of one hour per week of classroom work for a term. Most courses carry three credits but require more than three hours of classroom work or the equivalent in laboratories, seminars, tutorials, etc.

Credits are indicated in parentheses immediately after each course number.

Hours of Instruction

The number of hours of lectures, seminars or tutorials, and laboratory work per week is shown following the course description. It is given as a series of three numbers. For example: 3:1:0 indicates that a course consists of 3 hours of lecture, 1 hour of seminar, and 0 hours of laboratory work per week.

Courses Offered

The following courses with few exceptions will be offered at Vancouver Community College, Langara, during the three terms comprising the 1989/90 College year. Not all courses will be offered during any one term. Offerings depend upon the number of students registered for various courses, and the availability of faculty and classroom accommodation.

STUDENT SERVICES CENTRE

If you need any help or information about Langara Campus and your place in it, visit the Student Services Centre. This centre, located on the main floor of the instructional building just east of the main doors, contains the office of the Dean of Administrative and Student Services, the Office of the Registrar, the Records Office, the Counselling Department, the Admissions Office, and the Financial Aid Office. The Dean is responsible for all administrative and student service functions and the operation of the following: the cafeteria, the bookstore, day care, health services, financial aid, building services (parking and cleaning), refunds and tax receipts and Student Union.

Admission Counselling

The Student Services Centre provides pre-admission counselling, assessment and course planning throughout the year. You may make an appointment to see a counsellor Monday to Thursday 0900-1830 hours (mid-May to mid-August 0900-1730 hours), and Friday 1100-1600 hours. If you wish to enrol in academic/university transfer programs, you are advised to book a pre-admission counselling interview well before registration for the term in which you plan first to enrol. Counsellors will provide as much guidance as possible, but you should remember that the final responsibility for selection of courses and preparation of a course schedule is yours.

Your course plan will be determined according to your educational background.

Orientation Day for New Students

Orientation is an important part of enrolment at Langara Campus. This day (always in late August) is set aside for you to meet instructors and discuss both individual course content and instructional methods. Counsellors may discuss with you many other issues such as course planning, pre-requisites, grading and study skills that pertain to all aspects of education at Langara. This, along with a tour of the campus, an opportunity to meet the campus principal and deans, has in the past proven very beneficial to students beginning their post-secondary studies at Langara. (see Schedule pages 1 and 2.)

A. Counselling Department

Professional counsellors are available the year round from 0900 hours to 1830 hours Monday through Thursday, and Friday from 1100 hours to 1600 hours. From mid-May to mid-August the hours are 0900 hours to 1730 hours, Monday through Thursday, and Friday 1100 hours to 1600 hours. N.B. These hours may change without notice. Please phone Student Services at 324-5221 for confirmation of hours. The office is open to enquirers and applicants as well as past and present students. Counsellors will help you with:

- 1) Admissions — Enrolment Advising
 - a) interviewing for admission; procedures of application; review of educational background; determination of advance credit; course planning.
 - b) course changes; withdrawal procedures; interviews for re-admission; determination of diploma and certificate completion for career programs.

- c) academic advice and information about general educational opportunities; university transfer information.
- 2) Counselling and Guidance
 - a) interview for vocational, educational, and personal counselling.
 - b) consultation about testing; guidance information; referral to college and community resources.
 - c) conducting personal development groups.
 - d) study skills program

B. Office of the Registrar

Even before you have officially registered as a student, you may get from the Office of the Registrar:

- a) calendars
- b) term schedules
- c) information about the registration process
- d) application forms for employment as a student aide

After you have registered, you will find this office helpful in providing:

- a) I.D. cards and information about permanent registration numbers
- b) verification of your courses
- c) a lost and found service
- d) emergency contacts with students enrolled at Langara Campus
- e) contact with security and building maintenance personnel

The Office of the Registrar also handles all matters concerned with grading, including:

- a) appeal of final grades
- b) aegrotats (owing to illness or other special circumstances, examinations are not written. (See Final Examinations page 8.)
- c) information concerning the withholding of marks

In addition, the Office of the Registrar provides a wide range of information about official and unofficial records:

- a) transcripts and unofficial duplicates of marks (both at the request of the student only)
- b) determination of diplomas for Arts and Science programs.
- c) proof of registration letters
- d) change of address and change of name forms (official documentation required for name change)
- e) education deduction forms

Lost and Found

The Lost and Found, located in the Office of the Registrar, keeps articles for one term following the one in which they are found. Thereafter, they are given to charitable organizations for distribution.

Chaplain's Services

Contact the Counselling Department about the availability of these services.

Disabled Students

To provide for the special needs of the disabled student, the following services are currently available. Please contact the Counselling Department at Langara for more information.

- confidential counselling (personal, educational, vocational)
- pre-registration and timetabling
- individual campus orientation tours
- campus accessibility information and maps
- special arrangements for examinations if necessary
- volunteers and student aides to assist in taping, note-taking, library research, lab work, typing, interpreting for the deaf or hard-of-hearing

- reserved parking area for cars with official stickers
- lockers available through Student Union office
- financial advice and assistance from Financial Aid Office located in counselling area
- special assistance in addition to regular year round health care from Health Services
- the Library has a large collection of taped material plus a Visualtek, cassette players, slide viewers, slides, etc., on the 2nd floor
- P.E. and Recreation — contact the Physical Education and Recreation Department for recreational counselling and information
- Language Proficiency Index Test and Math Diagnostic Test in braille, large type, and on tape
- Guided Independent Study (cassette/tutorial) courses being offered: English 127, 128 and 229; French 115, 215, 117, 217, 119 and 219; Sociology 120 and 121; and Psychology 115 and 215
- Students are encouraged to make their needs known as early as possible prior to each registration in order that we may offer them the greatest assistance.

SUPPORT SERVICES

Bookstore

The Bookstore, at the south end of the Library, street level, stocks texts and supplementary books for College courses as well as other books and periodicals of general interest and necessary stationery supplies. It is also the campus shop for College mugs, T-shirts, pins, cards, gift wrap and other items of special interest to Langara students.

The Langara Learning Centre

The Centre offers courses, workshops and tutoring to help students develop skills and meet the academic expectations of college courses.

Location: L 403 Library, and A212 Academic Building

SERVICES AND PROGRAMS:

Reading and Writing Skills Development 100(3)

For students who wish to develop vocabulary, comprehension and composition. Non-transfer credit. For students with college-level oral English.

(See course description listed alphabetically)

Learning Skills Workshops III(0)

For students with a heavy load of courses who need help with time management, note taking, reading textbooks and writing essays and exams. For students with college-level oral and written English.

(See course description listed alphabetically)

Tutoring in Math and English.

This service is offered primarily to first or second semester students in need of extra help. Tutoring hours are posted on the door of A212.

Self-Study Media

There is a special collection of cassettes, filmstrips, videotapes and computer software in the Media Library on the second floor of the Library.

* **Note:** The Math Department also offers Mathematics Skill Development 100(3), a course in the fundamentals of arithmetic and algebra. See listing under Mathematic's Courses.

Health Services

The College Health Service provides free and confidential health care on a continuing basis to students while at the college.

Hours: Monday to Friday 0900 to 1630

Phone: 324-5256

Location: West side of quiet study area off the main concourse.

Emergency Number: Dial 300

Personnel: Community health nurse, physician, psychologist, psychiatrist, orthoptist and receptionist.

Services Offered: Emergency treatment, treatment of minor medical and surgical problems, management of anxiety, short-term therapy, crisis intervention, relaxation training, health education for groups or individuals, health counselling, Medical Services Plan information, referral services, pregnancy tests, birth control counselling, vision tests, blood pressure checks, allergy injections, nutrition and weight control counselling.

The Library

The library, located west of the academic building, contains many resources including books and periodicals (magazines), newspapers, annual reports, pamphlets, slides, audio cassettes, films, and information in other formats (for research or browsing). A library guide is available to show the specific locations of materials in the library.

Reference and Information Service

The reference librarian's main responsibility is to help students and instructors locate materials for their learning and teaching. Reference assistance is available on the Mezzanine level of the library during library hours.

Catalogues

The library's collection is listed in a microfiche catalogue. The catalogue includes materials available from the three VCC campus libraries: Langara, King Edward Campus, and the Vancouver Vocational Institute.

Study Space

The main study areas are found on the third, fourth, and fifth floors of the library. A limited number of study spaces are available on all other floors for the use of the materials or equipment on that floor.

The Reserve Collection

Textbooks and other books and articles selected by instructors for course reading are kept in the Reserve Collection on the first floor. Reserve materials may be signed out on short term loan.

Periodicals (Magazines)

Periodicals and some newspapers may be signed out overnight at the Periodicals Desk on the second floor.

Media Collection

Audiovisual materials (sound recordings, motion pictures, language tapes, etc.) are available on the second floor. Equipment for their use is provided. Most items may be signed out.

Photocopiers

The library has three photocopiers for public use: two on the first floor and one on the second floor.

Typewriters

Typewriters for student use are located on the first floor.

Library Skills

Students can learn how to use the library efficiently by completing an individualized self-paced orientation program designed by library staff. Ask for the "Library Skills" activity sheet. Also browse

through the "Library Tactics" series of pamphlets. The various "Library Tactics" pamphlets explain how to conduct library research in a number of specific subject areas. Library skills classes are available for classes at the request of instructors.

Signing Out Material

To sign out materials, you must have a Student Identification Card. You are responsible for all items checked out on your card. Fines are levied on overdue materials. Patrons are charged for any books which are lost while in their possession; the charge includes the cost of replacement, processing charges, and may also include binding costs. Check the "Library Information" sheet for further information on library loans policy.

Interlibrary Loans

The library staff can assist you in locating resource materials not held by the Langara library. The library belongs to the B.C. Post-Secondary Interlibrary Loan Network and may obtain books and periodical articles from other libraries for students. Ask for assistance at the Reference Desk.

Library Hours

| | | |
|-------------------------|-------------------------|---------------------|
| Fall and Spring: | Monday through Thursday | —0800 to 2100 hours |
| | Friday | —0800 to 1630 hours |
| | Saturday | —1200 to 1700 hours |
| | Sunday | —closed |
| | Summer: | To be announced. |
| Intersession: | Monday through Friday | —0800 to 1630 hours |

Parking

Student parking on campus is free. STREET PARKING IN THE AREA IS RESTRICTED, AND REGULATIONS ARE ENFORCED BY TOW-AWAY PENALTIES. The faculty parking lot is reserved for faculty, and unauthorized cars (those without appropriate wind shield stickers) will be towed away at the expense of the owners. Disabled students should contact the Security Office of Langara Campus for special parking facilities.

Physical Education — Recreation

If you are interested in developing or maintaining physical fitness or cultivating leisure-time recreational activities, the college provides the following resources:

- 1) Service Activity Courses: see the description on page 59.
- 2) Intercollegiate Athletics: Langara Campus competes in the Totem Conference which includes two-year post-secondary institutions in the province. Institutions compete in the following sports — for men and women: soccer, basketball, volleyball, and badminton.

Langara is also a member in good standing of the Canadian College Athletic Association and participates in national championships in men's and women's volleyball, basketball, badminton, and men's soccer. Women's soccer is currently played at the provincial championship level.

- 3) Intra-Mural (Campus Recreation) Program: The Intra-Mural program at Langara Campus provides opportunity for involvement in five main areas:

- a) League play — floor hockey, basketball, soccer, volleyball, badminton and touch football.
- b) Individual recreational activities — skating, swimming, tennis, and badminton.
- c) Special events — swim meets, square dances, car rallies, and orienteering.
- d) Keep-Fit Program — yoga, keep-fit, exercise circuit, and weight training.

- e) Challenge cup — student groups may participate in sports or recreational activities of their own choice on a challenge basis.

In striving to meet their objectives, the Intra-Mural Council has designed opportunities for fun and total participation in a relaxed environment.

Student Union

Formed in 1969, the Langara Students' Union is an organization comprised of all registered students at the Langara Campus. Membership in the Union begins at registration upon the payment of membership fees. Membership ceases at the end of the semester following the last semester of studies.

In 1981, the Langara Students' Union joined with 65 other college and university students' unions from across Canada to form the Canadian Federation of Students, Canada's national union of students. The Langara Students' Union works through the Federation towards positive change on educational issues, provincially and nationally.

On campus, the primary function of the Students' Union is the protection and advocacy of the rights and interests of its members. The Union actively works for positive change on issues effecting students directly, such as student financial assistance, and indirectly, such as world peace.

In addition, the Students' Union operates as a co-operative, providing services to members. These include an inexpensive photocopy service, a student discount programme and more. From time to time, the Students' Union also holds social functions in the Students' Union Building located on the southwest section of the campus.

Both further information and copies of your Students' Union Constitution and By-laws are available from the main office of your Students' Union Building.

THEATRE

Studio 58, the theatre in the basement at Langara (Room A058), presents plays throughout the year. All productions are designed and directed by professionals who also teach in the Theatre Arts Department. Students in the six-term (acting option), four-term (production option) professional training programs play the parts and do the technical and backstage work.

Ticket prices are very reasonable, and you can save even more by buying a voucher book of ten tickets, good for five years. ALL Studio 58 shows have one free performance for V.C.C. students. Reservations are advised. Most performances start at 2000 hours. Call local 227 (324-5227) for more information.

COLLEGE PROGRAMS AT LANGARA CAMPUS

College Programs

A college course at Langara Campus normally consists of three or more hours of classwork per week in one subject area for a four-month period.

A college program consists of a planned selection of courses which together provide purposeful study towards some definite educational or occupational goal.

College Arts and Science Programs

The college offers programs in a number of subject areas at Langara, including English, Mathematics, Humanities and Social Sciences,

Physical and Life Sciences, Modern Languages, and Physical Education — Leisure Studies. You will find requirements in these programs very flexible. Most of the courses in these fields have transfer credit at universities in British Columbia.

With appropriate course selection, you may progress to a College Diploma in Arts and Science, to specialized training in a career field, or to advanced study at other post-secondary institutions. Many of these programs are available through evening classes.

College Career Programs

Langara offers career programs developed with the co-operation of community-based advisory committees in fields which lead to careers in the arts, business, industry and community services. Because of their specialized nature, career programs allow students to enrol in only a limited number of electives.

To apply for admission to a career program, you must submit a special application (available from Student Services).

Applications are considered in the order in which they are received. It is advisable to submit your application prior to April 30 if you are considering a September intake program. The earliest that you can submit an application for programs commencing in September is November 1, of the previous year and applications should be submitted as soon as possible after that date.

Applicants who meet criteria for admission are accepted on a "first come, first served" basis. The Board of Admissions may adjudicate special cases. Student Services will provide you with dates for application for admission to programs starting at times other than September.

Career programs are usually either two or four terms in duration, requiring one or two years to complete. Exceptions: Court Reporter and Food Services Supervisor/Technician — five terms; Accounting Cooperative Education, Nursing, Computer Information Systems Co-operative Education and Theatre Arts — six terms. You must complete all the prescribed courses in order to qualify for either a diploma at the completion of a two-year program or a certificate at the completion of a one-year program. A certificate will not be granted for completion of one year of a two-year program.

College Co-operative Education Programs

Co-operative education is a special educational program which formally integrates periods of classroom study with periods of study related work experience. Students alternate periods of full-time study with periods of full-time productive employment in business, industry, government and the professions. Co-op students are selected by their institutions and employers for their potential success in their careers and the goal for the co-op programs is to develop high calibre graduates better able to assume productive careers. The following programs offer a co-operative education option:

- Accounting
- Computer Information Systems
- Computer Systems Technologist
- Realty Appraisal
- General Insurance

College Co-ordinated Programs

Diploma programs combining work at two or more Vancouver Community College Divisions are available in a number of specialties. Many of the programs offered at the Vancouver Vocational Institute, for example, may be combined with study at Langara for Co-ordinated Diploma standing.

You may obtain details of diploma requirements in specific specialties, from counsellors at either Langara or at the Vancouver Vocational Institute. (See page 10)

CAREER PROGRAMS

The following full-time career programs will be offered during the 1989/90 College year.

APPLIED ARTS

Art in Merchandising Program
Journalism (Certificate and Diploma) Programs
Professional Photography Program
Theatre Arts Program

BUSINESS ADMINISTRATION

Accounting Program
Accounting Cooperative Education Program
Accounting Post Diploma Certificate Program
Business, Finance and Investment Management Program
Computer Information Systems Program
Computer Information Systems Co-operative Education Program
Computer Information Systems Post Diploma Certificate Program
General Insurance Program
Marketing and Sales Program
Pacific Rim (Business) Program
Realty Appraisal Program
Realty Appraisal Evening Program
Realty Appraisal Co-operative Education Program
Small Business Development Program

COMMUNITY SERVICES

Court Reporter Program
Criminal Justice Program
Early Childhood Education Program
Early Childhood Education: Special Education Post Basic Program
Food Services Supervisor/Technician Program
Library Technician Program
Social Service Worker Program
Special Education Assistant Program

FINE ARTS

Fine Arts Program

NURSING

Advanced Placement Nursing Program
Nursing Program

PHYSICAL EDUCATION & RECREATION

Recreation Facilities Management Program
Recreation Facilities Management Post Diploma Certificate Program
Recreation Leadership Program
Recreation Leadership Post Diploma Certificate Program

The department also offers Academic Programs of study in

Exercise Science
Leisure Studies
Physical Education

You should address enquiries regarding career programs to the Student Services Centre.

APPLIED ARTS PROGRAMS

The College reserves at its discretion, some propriety rights in works of art produced by students with college materials.

Art in Merchandising Program

The field of visual merchandising offers employment opportunities for those with a sound knowledge of display, graphic and interior

design. The prime objective of the Art in Merchandising Program is to prepare students for a career in the fields of display and visual merchandising as well as to provide an understanding of business, generally and specifically, the nature of the expectations and demands of business as they relate to art.

Students entering this program should have an art related background with some experience in basic design, drawing, colour theory and drafting. This program directs students toward a career in the business field, particularly display, however it should be noted that job opportunities in graphic and interior design are limited without further training.

Candidates for this program will be required to present a portfolio of their work when called to a selection interview.

Art in Merchandising studio workshops involve lectures and practical work with emphasis on design related to visual merchandising. Subjects include basic design and colour theory, store planning perspective drawing and drafting, fashion history typography, layout and paste up.

Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. grade 12 standing or equivalent with Mathematics 11. If you are a mature student with slightly less than the required academic standing, you may be accepted into the program provided you can demonstrate the ability to handle college level academic work.
- Preference will be given to those who have secondary school art courses and drafting.
- To be considered you must attend an interview to which you must bring a portfolio of art work. Examples of some of the following should be included: basic design, commercial design, drawing, drafting and fine art. (Photographs of large or three dimensional work are preferred.) Interviews are usually conducted in May.
- Your application will not be processed unless it is complete and accompanied by a transcript (if applicable). Please refer to the general requirements for enrolling for the first time in Career Programs (see page 6).

FIRST TERM

Small Business 115
Communication 115
Art History 112
Art in Merchandising 118
Art in Merchandising 128
Art in Merchandising 138

THIRD TERM

Advertising and Sales
Promotion 321
Psychology 317
Art in Merchandising 318
Art in Merchandising 328
Art in Merchandising 338

SECOND TERM

Communication 118
Art History 212
Marketing 115
Art in Merchandising 218
Art in Merchandising 228
Art in Merchandising 238

FOURTH TERM

Advertising and
Sales Promotion 421
Art in Merchandising 418
Art in Merchandising 428
Art in Merchandising 438
Art in Merchandising
Field Work 429

There is a materials fee each term for basic supplies required in the Art in Merchandising courses.

NOTE: You must have a minimum grade of "C" in each Art in Merchandising Course before you are eligible to enrol in the following term of the program.

These courses are restricted to students enrolled in the Program.

*Art in Merchandising Field Work 429 (3)

A practicum to allow students to obtain "on the job" training in the business community. **0:2:4**

*Art in Merchandising 118 (3) and 218 (3)

GRAPHIC DESIGN

The study of type and basic design as applied to advertising. **2:0:4**

*Art in Merchandising 318 (3) and 418 (3)

GRAPHIC DESIGN

Applying the basic design principles of Graphic Design in the media, i.e. newspapers, magazines, billboards, corporate image and the print medium. **2:0:4**

*Art in Merchandising 128 (3) and 228 (3)

VISUAL PRESENTATION DESIGN

Basic design principles as applied to display. **2:0:4**

*Art in Merchandising 328 (3) and 428 (3)

VISUAL PRESENTATION DESIGN

Further study of composition, design and color as related to visual presentation in stores, shows and exhibitions. **2:0:4**

*Art in Merchandising 138 (3) and 238 (3)

INTERIOR DESIGN

The study of the elements of design, colour theory and the history of furnishings and architecture as well as drafting and presentation techniques. **2:0:4**

*Art in Merchandising 338 (3) and 438 (3)

INTERIOR DESIGN

Further studies in space planning, materials, history, rendering and professional procedures with emphasis on store planning and design. **2:0:4**

Journalism Program

The Journalism Program trains writers for general news assignments and introduces them to many important aspects of the communications industry. The program is print oriented but offers sufficient opportunity for developing broadcast-reporting skills.

The program is offered in two distinct patterns, both starting in September: the Regular stream, over four terms with a summer break in the middle; OR the Certificate stream, over two consecutive terms.

The CERTIFICATE stream is designed to give students with an appropriate university degree, the opportunity to take specialized journalism training at high speed. To be eligible for the Certificate stream, you must have a full university degree in a field judged by the Journalism Department to be useful for journalism.

A Diploma of Journalism is awarded for successful completion of the Regular Four-term stream; a Certificate for the two-term Certificate stream.

a) Community Journalism

The first part of the program for both streams introduces the student to the importance of journalism to the community, and features sections on basic news writing, journalism history, page layout and design, photography and radio. You examine in detail the preparation and production of weeklies and radio news. With generous support from the British Columbia and Yukon Community Newspapers' Association and numerous publishers and editors, you meet the people who make the news and write the news. Throughout the first part of the program, you will toil on the department's newspaper, The Voice, and write dozens of stories.

Regardless of which stream you are in, by the end of the first year you will be ready to take a summer job in the news media.

b) Advanced Reporting

Drawing once again on working Vancouver journalists as part-time resource people, the second half of the program introduces you to the various areas of daily newspaper work (sports, entertainment, leisure, etc.). At the same time you act as Editorial board for the student paper, planning editorial policy, managing the budget, and directing junior students as cub reporters. You are also introduced to magazine work.

In addition, you discuss the gaffs and glories of contemporary journalism, examine great newspapers from around the world and around the corner, look at TV news, and investigate the new technology which is bringing dramatic changes to the media.

You spend considerable time on specific off-campus news assignments such as court and city hall. In the fourth term Regular stream students spend a five-week internship in the medium of their choice — dailies, weeklies, radio, TV, news agencies or magazines. There is no fieldwork requirement for Certificate stream students.

At graduation you should be ready to earn your living in the news media.

Mobility for employment outside Vancouver is highly desirable.

There is a materials fee for each term for basic supplies.

Admission Requirements (for the Regular Two-Year Program):

In order to be admitted to the program:

- You must have a complete B.C. Grade 12 standing or equivalent. If you are a mature student with slightly less than the required academic standing you may be accepted into the program provided you can demonstrate the ability to handle college level academic work.
- You should give evidence that you have a high level of achievement in English and/or writing in the senior grades of secondary school or their equivalent. Experience in school newspaper publication or similar media is an asset.
- You should be able to type at least 40 words per minute.
- You must successfully complete a news-writing test given at the time of an interview with one of the program instructors.
- You must have a successful interview with one of the program instructors.
- Your application will not be processed unless it is complete and accompanied by a transcript (if applicable). Please refer to the general requirements for enrolling for the first time in Career Programs (see page 6).
- CERTIFICATE applicants require a full university degree in a field judged by the Journalism Department to be useful to journalism, as well as meet the last four requirements for the regular stream applicants listed previously.

DIPLOMA

FIRST TERM

English 127 or 128
Economics 115
Political Science 119
Journalism 118
Journalism 128
Journalism 168

SECOND TERM

English 229 or 230
Geography 150 or
History 369 *
Journalism 147
Journalism 178
Journalism 188
Journalism 229
Journalism 298

THIRD TERM

Political Science 129
Journalism 218
Journalism 228
Journalism 328
Journalism 358
Journalism 378
Journalism 398

FIRST TERM

Journalism 118
Journalism 128
Journalism 147
Journalism 168
Journalism 178
Journalism 188
Journalism 298

To earn the Diploma in Journalism, you must get credit in all the Journalism and academic courses listed above.

(Where possible, you are advised to take some of the academic courses before enrolling in Journalism.)

The following courses (except JOURNALISM 258) are restricted to students enrolled in the program.

*Journalism 118 (2)

WRITING RIGHT

Developing journalistic style; expansion of vocabulary; review of grammatical and spelling pitfalls. **1:1:1**

*Journalism 128 (3)

FUNDAMENTALS OF REPORTING

Interviewing; writing the basic news story; libel and contempt of court; newspaper workshop. **2:1:1**

*Journalism 138 (3)

COMMUNITY MEDIA

An examination of the role and structure of the news media in Canada with special attention to how community papers work. Other issues looked at are ownership, monopoly, government control, social and political responsibility, as well as newsroom operations, management and economics of the daily newspaper. **2:1:0**

Journalism 147 (3)

EDITING AND DESIGN

Designing the newspaper: principles of layout; paste-up; proofreading. Copy editing techniques: writing effective headlines; handling copy. **2:0:2**

*Journalism 168 (2)

PHOTO JOURNALISM

Operating 35mm cameras; lighting and darkroom procedures; light meters and lenses; composition and picture content; spot news and feature pictures; making screened half-tones. **2:0:1**

*Journalism 178 (5)

NEWSPAPER PRODUCTION I

Producing the weekly college paper for 18,000 readers on three campuses. **2:3:3**

FOURTH TERM

Journalism 138
Journalism 248
Journalism 418, 458 or 468
Journalism 478
Journalism 459 or 469
*History 216 may be substituted if History 369 is not available.

CERTIFICATE

SECOND TERM

Journalism 218
Journalism 228
Journalism 328
Journalism 358
Journalism 378
Journalism 398
Journalism 418 or 458

*Journalism 188 (2)

MEDIA AND SOCIETY I

An examination of the importance of journalism in western society and the Anglo-American tradition of press freedom, with special attention to landmark events in Canada, Britain and the United States. **2:0:0**

*Journalism 195 and 295

These numbers are reserved for Journalism courses that may be offered from time to time by:

a) College Journalism Faculty who may wish to present a course in their specialty which may be of limited interest; or

b) Visiting Journalism or Business Communications lecturers.

Announcement regarding Journalism 195 offerings will be made by Calendar Supplement.

Prerequisite: must be enrolled in the Journalism Program, unless otherwise indicated by special bulletin.

*Journalism 218 (6)

NEWSPAPER PRODUCTION II

Producing the weekly college paper for 18,000 students on three campuses. **3:4:2**

*Journalism 228 (2)

JOURNALISM LAW

An examination of the laws governing the mass media in Canada, with particular attention paid to their relationship with the working journalist. Areas covered include libel, contempt of court, obscenity and privacy. **2:0:0**

*Journalism 229 (1)

NEWSWRITING LABORATORY

An intensive skills laboratory for practising the basic news story. **1:0:1**

*Journalism 248 (3)

EDITORIALS AND ENTERTAINMENT

Covering the entertainment scene; includes Performing Arts; Fine Arts and Crafts; Commercial and Consumer Arts; Writing editorials. **3:0:0**

*Journalism 258 (1)

SPORTS WRITING (option)

Covering the sports scene. Open to students not in Journalism program. **1:1:0**

*Journalism 298 (2)

BROADCASTING I

Introduction to reporting for radio and television, with emphasis on radio newsroom operation; writing for the ear; building a newscast; working with tape; interviewing; handling wire copy. **2:0:1**

*Journalism 328 (1)

JOURNALISM ETHICS

An examination of the role and responsibility of the news media, including credibility, conflict of interest, taste, press councils and accountability. **1:0:0**

*Journalism 358 (3)

DAILY PAPER WRITING

A laboratory for writing to daily paper standards under deadline pressure. **1:3:1**

*Journalism 378 (3)

ADVANCED REPORTING

Covering public affairs including courts, police, city hall, labour and levels of government. Emphasis is on reporting for newspapers. **2:2:0**

*Journalism 398 (3)

BROADCASTING II

Reporting for radio and television: preparing and delivering the radio news package; tactics and techniques of broadcast interviewing, story development and on-air delivery. **2:2:0**

*Journalism 418 (3)

CORPORATE COMMUNICATIONS (Option, offered if numbers warrant)

Promotional and marketing writing, including audio-visual script-writing, the media kit and employee publications. For students interested in the world or public relations and corporate communications. **1:4:0**

*Journalism 458 (3)

MAGAZINE FEATURE WRITING

Writing for magazines: generating and selling ideas; freelancing; understanding the industry. In-depth and profile writing. **2:2:0**

*Journalism 459 (6)

FIELDWORK/PRINT (Option for 469)

Internship in the print media for five consecutive weeks in the fourth semester. **0:0:16**

**Journalism 468 (3)

SPECIAL BROADCAST PROJECT (Option for 418 or 428)

Working under the guidance of a field supervisor, students will successfully complete a substantial piece of public affairs programming for radio or television. Project requires faculty approval.

Prerequisite: Fieldwork in broadcasting. **1:4:0**

*Journalism 469 (6)

FIELDWORK/BROADCAST (Option for 459)

Internship in the broadcast media for five consecutive weeks in the fourth semester. **0:0:16**

*Journalism 478 (2)

WORLD PRESS

An introduction to the great newspapers of the world and what makes them great. The course also examines the role of journalism in different societies; developmental journalism in the Third World; world-wide news-gathering organizations. **2:0:0**

Professional Photography Program

Graduates of the Professional Photography Program have found employment in almost every facet of the photographic industry.

Many graduates are now in positions of leadership and several have opened their own photographic businesses. Immediately upon graduation, most graduates find employment as a photographers' assistant or as a laboratory technician.

The photographic subjects cover such topics as: advertising, architectural, commercial, copying, editorial, fashion, industrial, laboratory work, photojournalism, portraiture, quality control, and scientific photography. These photographic subjects are complimented with a good foundation of business and communication fundamentals; a necessity for operating or running a small business.

A considerable amount of time is spent in doing practical assignments that are representative of those undertaken by photographers' assistants and photography technicians. Emphasis is placed upon learning to meet deadlines and other industry requirements. Owing to the demanding workload of classes, laboratories and homework assignments, a student should not contemplate employment as a means of financing their studies while a term is underway. Students are involved in taking an active part in conventions, meetings and seminars sponsored by professional photographic organizations.

Prior to making application, prospective students are advised to contact the Co-ordinator or Counsellor for the program and perhaps visit the facility to gain an appreciation of the style and substance of the program. Such a visit may also allow for a discussion of career goals.

Admission Requirements

In order to be admitted to the program:

- You must have a complete B.C. Grade 12 with C or better standings in Physics 11 and Mathematics 11 (C+ in Consumer Mathematics). Preference will be given to those applicants with Mathematics 12.
- You must be able to demonstrate your career interest by having done at least two of the following:
 - (a) Achieved a minimum "B" standing in graphic arts, media, visual communication or similar course in secondary school or other institution.
 - (b) A minimum of two years in a camera club.
 - (c) Some part-time or full-time work experience in photography.
 - (d) Some investigation of the employment prospects at least in the local area.
 - (e) A portfolio that indicates evidence of photographic vision.
- If selected for an interview you must bring a portfolio of prints, slides, or other graphic communication related to one or more aspects of commercial or professional photography. Interviews are usually conducted in May.
- You must have a successful interview with one of the program instructors at which time you will also have to demonstrate your ability to communicate effectively both verbally and in writing (by presenting your L.P.I. score or possibly other English Test Score); and completing a multiple choice entrance exam based upon advance amateur theory.
- Your application will not be processed unless it is complete and accompanied by a transcript(s). Please refer to the general requirements for enrolling for the first time in Career Programs (see page 6).

FIRST TERM

Art History 212
Communication 115
Mathematics 120
Photography 118
Photography 128

SECOND TERM

Small Business 115
Photography 115
Physics 210
Photography 218
Photography 228

THIRD TERM

Communication 118
Marketing 115
Photography 328
Photography 338

FOURTH TERM

Photography 418
Photography 428
Photography 430
Two Advanced Options from the following:
Photography 442
Photography 446
Photography 450
Photography 454
Photography 458
Photography 462
Photography 466
Photography 470
Sales Workshop 218 (offered by the Business Department).

There is a materials fee each term for basic supplies required for the photography courses. Supplies and equipment which must be purchased by each student cost approximately \$1100 per year.

The following courses are restricted to students enrolled in the Program.

"CEC" APPROVAL IS ANTICIPATED BEFORE THE END OF JUNE.

ONE HOUR PHOTOFINISHING PROGRAM

The Professional Photography Program co-ordinates two courses that are offered for those who wish to gain entry level skills as operators in the field of One Hour Photofinishing. These courses will be of interest to those who wish to become operators, those who are relatively new in the One Hour business and those who are contemplating opening their own business as an entrepreneur. The courses which are offered one evening per week, utilize both classroom and laboratory sessions and take advantage of having some of the instruction presented by individuals currently working on One Hour labs and other segments of the photographic industry.

Because these courses are offered on a cost recovery basis and because class size is restricted, it is important that application be made as early as possible.

ADMISSION REQUIREMENTS

You must have grade 12 or be a mature student (Dean's Admission) to be admitted into the Photography 121 course and successful completion of Photography 121 in order to proceed into Photography 123. One year of experience as an operator in a One Hour Lab or the permission of the course co-ordinator may allow a person to directly enter Photography 123, provided they have the Photo 121 entry requirements.

FIRST TERM

Photography 121
Basic One Hour Photofinishing

SECOND TERM

Photography 123
Advanced One Hour Photofinishing

*Photography 115 (3)

QUALITY CONTROL

Principles of Sensitometry and Quality Control are the two main topics that are covered in this course. A strong emphasis is placed upon the application of these two areas to the types of tasks that are carried out by a quality control technician in a professional or amateur processing laboratory. The course content will also have relevance for applications in micrographics, scientific photography and general photo-lab technician work.

2:0:2-1/2

*Photography 118 (3) and 218 (3)

PRINCIPLES OF PHOTOGRAPHY

This course covers the fundamental principles of photography and how these are related to everyday working practices employed by photographers and laboratory technicians. Laboratory assignments are designed to show the theoretical and practical applications which are important for a working knowledge of the topics.

2:0:5

*Photography 121 (3)

BASIC ONE HOUR PHOTOFINISHING

Students will be given instruction in some basic principles of photography including colour theory, colour processes and introductory quality control.

Practical hands-on laboratory sessions on at least two different minilab systems will introduce the operational procedures used by many One Hour labs.

1.5:0:1.5

*Photography 123 (3)

ADVANCED ONE HOUR PHOTOFINISHING

In this course there will be some emphasis upon the business and retail parts of the One Hour business. Trouble shooting, advanced quality control including the use of computers are the other main content segments of the course.

1.5:0:1.5

*Photography 128 (4), 228 (4), 338 (3)

STUDIO TECHNIQUES

These courses provide the important element of practical experience through a wide variety of hands-on assignments conducted both in the studio and on location. Some of the specialties touched upon are: advertising, architectural, commercial, copying, photojournalism and portraiture. A thorough knowledge of the view camera is gained in the first two terms while other formats are frequently used in the third term. Print finishing and presentation which includes meeting deadlines are also emphasized in these courses. The courses aim to emphasize creative as well as technical competence.

128-3:0:6 228-3:0:6 338-2:0:6

*Photography 328 (4) and 428 (4)

COLOUR PHOTOGRAPHY

These courses cover basic and advanced colour photography and colour printing with the major emphasis on the negative-positive method of producing colour prints. Also included are quality control, masking, spotting, retouching and experience in the operation of a one-hour laboratory. An introduction to electronic image capture and digital image retouching is provided in the 428 course.

2:0:6

*Photography 418 (4)

PHOTOGRAPHY ARTICULATION WORKSHOP

This course covers a wide range of subjects such as the practical aspects of operating a photographic business. Guest speakers from the art and business world will give different points of view. A major component of this course will be an introduction to the use of micro-computers in small businesses such as photography.

4:0:1

*Photography 430 (4)

MULTI-IMAGE AND VIDEOGRAPHY

This is a basic course in in-plant multi-image and videography production as applied to education and industry. In some instances computer generated images are incorporated with conventionally produced images. Students will learn to plan and develop a concept through the planning, scripting and production stages to the final presentation. Students will work both individually and in small production teams on several slide-shows and videos.

2:1:5

*Photography 442 (3)

AUDIO-VISUAL

The basics of audio-visual practice with emphasis on photographic applications such as single and multi-image presentations, overhead projection view foils and colour copying. Students produce materials that are used by classroom instructors.

0:6:0

*Photography 446 (3)

COLOUR PHOTOGRAPHY

Custom processing and custom print operations both at the College and on location at an operating "Custom" or "One-Hour" Laboratory with additional assignments in printing, processing and quality control.

0:6:0

*Photography 450 (3)

COMMERCIAL PHOTOGRAPHY

Product photography for catalogue and illustration purposes is the emphasis of this course. Working to layouts as well as creative and conceptual photographs are attempted. All work is geared to potential client requirements and the highly demanding advertising industry.

0:6:0

*Photography 454 (3)

INDUSTRIAL PHOTOGRAPHY

In-plant photography requires a knowledge of a great many aspects of photography including photographs of industrial processes, manufactured goods, sales training, public relations, etc. In addition there are elements of planning, supervision, instruction, production, recording and reproduction. You will plan and execute assignments on these and other topics related to photography as applied in industry.

0:6:0

*Photography 458 (3)

MULTI-IMAGE AND VIDEOGRAPHY

Additional skills in multi-image and videography production will be obtained by producing more complex productions. Students may act as producers and directors on productions. Considerable emphasis is placed on items such as client objectives, scripting, budgeting and editing.

1:5:0

*Photography 462 (3)

PHOTOJOURNALISM

In this advanced option the emphasis is upon photography for house organs, newsletters, magazines, annual reports and brochures. Slides (transparencies) for multi-image productions, general public relations and publicity photographs are additional minor parts of the course. Students will gain experience in providing photographs for the college newspaper and other related productions.

0:6:0

*Photography 466 (3)

PORTRAIT PHOTOGRAPHY

This course emphasizes the work done by a portrait studio. This includes the following: reception, portrait psychology, marketing, public relations, print finishing and presentation. A wide variety of subjects are photographed both in the studio and on location as in weddings and environmental portraits.

0:6:0

*Photography 470 (3)

SCIENTIFIC PHOTOGRAPHY

Students complete assignments for the departments within Langara that have need of photographs for displays or teaching purposes. Frequently the techniques used involve macro and micro set-ups.

2:0:2

Theatre Arts Program

Theatre Arts offers a two-year diploma course designed to prepare you for a professional career in theatre.

The goal of the program is to graduate actors and production personnel who are well-rounded in theatre, who have professional level commitment and aptitude and who have acquired the skills to become contributing members of the profession.

Two program options are offered:

ACTING OPTION — Particular emphasis is placed on the development of an integrated voice and body as an expressive tool. Communication with the audience and fellow actors is stressed. Students are also encouraged to develop their creative contribution to the theatre process. The emphasis in the first year is on class and project work. The second year, while still including class work, is also devoted to production work and the preparation of audition techniques and material to be used upon graduation. The acting option comprises six terms.

PRODUCTION OPTION — This option is designed for individuals with previous backstage theatre experience who wish to learn and develop additional skills in a practical theatre setting. Prospective students must have a clear notion in which areas of technical/backstage theatre they wish to concentrate their studies. The production option, after the first term, consists of practicum and directed studies. It is not a general interest course in technical theatre. Students will be given projects related to their field of study and will have the opportunity to work with professional designers and directors. In order to give the student a well-rounded understanding of theatre, production students attend voice, acting and movement classes in their first term. After the first term, production students assume major responsibilities on Studio 58 productions. The Production Option comprises of four terms.

Both acting and production students sometimes gain additional experience by working with professional theatres in the Vancouver area.

Some lecture and theory are part of the training, but the practical application of various skills is given greatest emphasis.

Theatre Arts students are required to put in long, irregular hours including evenings and weekends. Therefore, students should not contemplate employment as a means of financing their studies while a term is underway.

The instructors are for the most part professional working artists in their respective fields. We maintain a close liaison with professional companies in Vancouver, most of whom regularly employ our graduates.

Intake is limited to ensure students receive intensive individual training.

Program commences in January, May and September.

Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade 12 standing or equivalent. If you are a mature student with slightly less than the required academic standing you may be accepted into the program provided you can demonstrate the ability to handle college level academic work.
- You must provide evidence that you are physically and emotionally healthy and therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO YOU BY THE COLLEGE ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS RE-

PORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.

- You must have demonstrable talent and indications of a high degree of commitment to pursuing a professional career in the theatre or related arts.
- You must have a good knowledge of the English language and the ability to speak, read aloud and write clearly and correctly.
- Admission is dependent on the successful completion of an audition. You must demonstrate sufficient talent indicating the potential to become a professional person in theatre arts.

For potential acting students, the audition will consist of the presentation of memorized monologues, improvisations, sight-reading, an interview and some written work. For potential production students, admission will be determined by an interview, the completion of a project related to the chosen field of study and an audition.

The following application/audition time line should be observed:

| DEADLINE FOR APPLICATIONS | AUDITION DATE | INTAKE DATE |
|---------------------------|---------------|-------------|
| June 1 | July | January |
| October 1 | November | May |
| February 1 | March | September |

To be assured of consideration, you should apply at least seven months in advance of the desired intake date.

An audition fee of \$25.00 is required before an audition time is granted. In return, applicants will receive two written assessments of their audition.

- Your application will not be processed unless it is complete and accompanied by a transcript (if applicable). Please refer to the general requirements for enrolling for the first time in Career Programs (see page 6).

Unless granted previous credit students must enrol in the total program as follows:

ACTING OPTION

| FIRST TERM | SECOND TERM |
|--------------------------|--------------------------|
| *English 181, 127 or 128 | *English 281, 229 or 230 |
| Movement 118 | Movement 218 |
| Theatre Skills 118 | Theatre Skills 218 |
| Acting 118 | Acting 218 |
| Voice 118 | Voice 218 |
| THIRD TERM | FOURTH TERM |
| Acting 328 | Acting 428 |
| Movement 328 | Movement 428 |
| Theatre Skills 328 | Theatre Skills 428 |
| Voice 328 | Voice 428 |
| FIFTH TERM | SIXTH TERM |
| Theatre Arts 518 | Theatre Arts 618 |

PRODUCTION OPTION

| FIRST TERM | SECOND TERM |
|--------------------------|--------------------------|
| *English 181, 127 or 128 | *English 281, 229 or 230 |
| Movement 118 | Theatre Arts 358 |
| Theatre Skills 118 | |
| Acting 118 | |
| Voice 118 | |
| THIRD TERM | FOURTH TERM |
| Theatre Arts 458 | Theatre Arts 518 |

*Please see a counsellor prior to registration regarding these courses.

GRADING

Acting Option — To be eligible for the second and third terms, the student must receive a minimum "C-" grade in all subjects. To be eligible for the fourth and fifth terms, the student must receive a "B" grade in Acting and a "C-" in all other subjects. To be eligible for the sixth term, the student must receive a "B" in Theatre Arts 518 at the end of the fifth term.

Production Option — To be eligible for the second term, the student must receive a "C-" in all subjects. To be eligible for the third and fourth terms, the student must receive a "B" in Theatre Arts 358 or 458.

REPEATING — For the policy on repeating, please contact the Theatre Arts Department.

Students wishing to switch their option may do so only with the approval of the Theatre Arts Co-ordinator.

You must pay a fee at the beginning of each term to cover the cost of theatre tickets, etc. You must provide an outfit for movement work as required by your instructor. You are also expected to provide make-up as required, and to be prepared to have your hair cut or styled whenever needed for a part in a production. Two or three productions are presented each term, and fifth and sixth term students are usually given preference in casting.

Because the Theatre Arts program is constantly under review to ensure it meets the needs of the profession, the curriculum is subject to change.

These courses are restricted to students enrolled in the Program.

*Acting 118 (3) and 218 (3)

Introduction to the basic principles of acting through improvisation and script work. Concentration. Freeing the imagination. Developing a rehearsal process. Integration of the voice and body. Elementary scene work. Identification of and work on individual acting problems. 0:1:6

*Acting 328 (4) and 428 (4)

Continuation of developing rehearsal skills and creative potential. Work in various periods and styles. Advanced scene work. Preparation of audition material. 0:1:9

*Movement 118 (3) and 218 (3)

Body awareness and alignment. Tension release. Flexibility. Stamina. Agility. Some dance techniques. 0:1:5

*Movement 328 (3) and 428 (3)

Movement skills such as mime, mask, tap dancing, fencing, stage fighting, contact improvisation. 0:1:5

*Theatre Arts 358 (13)

Practicum and directed studies in theatre production in such areas as lighting, props, set construction, costuming, publicity, theatre administration, production administration and stage management. 0:0:35

*Theatre Arts 458 (15)

Continuation of Theatre Arts 358. 0:0:40

*Theatre Arts 518 (15)

Intensive practicum in Theatre Arts, including public performances at Studio 58, and work with professional companies. 0:0:40

*Theatre Arts 618 (15)

Continuation of 518. 0:0:40

*Theatre Skills 118 (3) and 218 (3)

Introduction to the etiquette and organization of professional theatre. Basics of set, costume and prop design and construction. Introduction to lighting design and set up. Assignments comprised of backstage work and front-of-house on Studio 58 productions. 1:1:4

*Theatre Skills 328 (3) and 428 (3)

Make-up. Practicum in stage management and production. 0:1:5

*Voice 118 (3) and 218 (3)

Freeing the voice. Work on breath support, range, release and diction. Connecting the voice and body. 0:1:5

*Voice 328 (3) and 428 (3)

Voice techniques including singing, some dialect work, speaking verse, diction. Application of vocal skills to acting and performance. 0:1:5

BUSINESS ADMINISTRATION DEPARTMENT

Transfer of Credit

Some courses offered by the Business Administration Department are eligible for University Transfer Credit.

Similarly, a number of professional groups recognize some courses offered by the Business Administration Department as satisfying portions of their requirements for professional designation or qualification. Consult a Counsellor or Department Chairman for latest details.

Diplomas

For information on Diplomas, please see page 10.

Accounting Program

The courses included in this program provide a useful preparation for those interested in accounting occupations in business, industry and government. The program offers preparatory training for students who may consider working toward membership in the Certified General Accountants' Association, the Society of Management Accountants, or the Institute of Chartered Accountants. Liaison is maintained with each of these professional groups so that each may determine the exact credit that will be given to the College Graduate who continues toward professional qualifications.

Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ("mature student" entry) on the basis of education, experience and other qualifications.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex technical data accurately.
- Preference is given to applicants with a C+ or better average in high school English, Social Studies, Algebra, Accounting, or studies closely related to training in Accounting.

Preference is also given to applicants with a G.P.A. of 2.00 or better in post-secondary studies completed.

— Applicants should be aware that, at the discretion of the department, a personal interview may be required.

- Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing, you must submit:

- (1) A completed career application form with special attention paid to work experience — full, or part-time.
(Those not currently in high school must account for all their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)
- (2) A copy of all educational documents to date.
 - Those still in secondary school should attach copies of (a) final grade 11 Report Card (or official record) and (b) latest grade 12 Report Card with at least two sets of grades.
 - Secondary school graduates within the last two years must submit a copy of their graduation transcript.
 - All applicants must submit copies of official statements of marks for any post-secondary (University, College, BCIT, etc.) course work completed.
 - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.
- (3) All applicants must submit an official copy of LPI results written within one year of date of application.

FIRST TERM

Accounting 285
Communication 118
Computer Information
Systems 212
Mathematics 118

THIRD TERM

Accounting 421
Accounting 423
Economics 220
Fundamentals of Finance 421
Statistics 123
Public Speaking 119L

SECOND TERM

Accounting 321
Accounting 323
Communication 115
Accounting Computer
Applications 308
Fundamentals of Finance 321

FOURTH TERM

Income Tax 325
Business Law 285
Economics 221
Management Policy and
Practices 321
Public Speaking 119

Accounting Co-Operative Education Program

To participate in this option students must maintain above average academic standing.

Four month work terms are scheduled for the third (May to August) and fifth (January to April) semesters of the program. Employers supply the College with job descriptions to be posted. The Co-operative Education Co-ordinator transmits student resumes to the employers and arranges the job interviews.

Employers make the final hiring decisions and establish the working conditions, salary, and benefits. Student wages are comparable to those of regular entry-level employees with similar skills, engaged in similar work. The selection process is normally completed one month prior to the commencement of the work term.

Students earn credits for each work term, and are assessed the related tuition fees. Upon successful completion of all program course requirements and two work terms, students are awarded a diploma with a Co-operative Education designation.

Co-operative education has proven to be of great benefit to students, employers, and the College. Students have the opportunity to apply their knowledge in a practical work setting before commencing their professional careers; employers can access capable personnel for

short term projects or peak periods; and the College is able to modify its program based on student and employer feedback.

Admission requirements:

In order to be admitted to the Co-operative Education Program

- You must maintain a minimum GPA of 2.6 in each term and receive no grades below "C" in any subject.
- You must carry a course load of 12 or more credits. Some exceptions to this rule may be made in situations where students have previously completed a course(s) at VCC or have transfer credit from another post-secondary institution.

FIRST TERM (Fall)

Accounting 285
Communication 116
Computer Information
Systems 212
Mathematics 118

THIRD TERM (Summer)

Co-op Work Term

FIFTH TERM (Spring)

Co-op Work Term

SECOND TERM (Spring)

Accounting 321
Accounting 323
Communication 118
Accounting Computer
Applications 308
Fundamentals of Finance 321

FOURTH TERM (Fall)

Accounting 421
Accounting 423
Economics 220
Fundamentals of Finance 421
Statistics 123
Public Speaking 119L

SIXTH TERM (Summer)

Income Tax 325
Business Law 285
Economics 221
Public Speaking 119
Management Policy and
Practices 321

Accounting Post Diploma Program

This program provides graduates from V.C.C., Langara's Computer Information Systems Diploma program (or any other similar post-secondary diploma program) with a greater knowledge in accounting and finance in order to increase the employment potential of graduates by providing them with a broader education, to prepare graduates for more rapid advancement in their field to middle and/or senior management positions, and to enhance the academic advancement of graduates wishing to obtain further professional credentials.

Admission Requirements

Graduation from the Langara Computer Information Systems or equivalent program.

FIRST TERM

Accounting 321
Business Law 115
Credit and Collections 321
Fundamentals of Finance 321

SECOND TERM

Accounting 421
Business Law 215
Income Tax 325
Management Accounting 423

NOTE: A number of the above courses are transferable to the program of studies leading to certification as a Certified General Accountant (CGA) or Registered Industrial Accountant (RIA).

Business, Finance and Investment Management Program

This program emphasizes a mix of academic and business courses that provides the concepts required for administrative and finance and investment skill development. As well, many of the courses carry university transfer credit or are credited toward a professional

designation in the fields of credit management, banking, accounting, trust administration and insurance. Upon completion, graduates will also receive a certificate from the Canadian Credit Institute.

Students considering enrollment in the Business, Finance and Investment Management Program should keep in mind the specific program objectives:

MAIN OBJECTIVE: To produce a graduate with a general business background with an emphasis on finance.

- To provide exposure to a variety of business career opportunities and to afford the basis on which to make a career selection.
- To provide transferability and transfer credit to as many professional designate and apprenticeship business programs as possible within the realm of the program content.
- To encourage educational/career laddering toward university degree if desirable.
- To produce a graduate who will be prepared to enter lower level positions within an organization yet be readily promotable in keeping with the normal expectations and timing of the management.
- To produce a graduate who is capable of operating in a number of financial functions such as: credit analyst, insurance claims adjuster, insurance underwriter trainee, analyst of securities trainee, mortgage broker trainee, and bank administration trainee.
- To emphasize the importance of skills of the financial functions of a business.
- To produce a graduate cognizant of the roles of the financial manager in relation to all departments of a business.
- To give strong emphasis to budget design and management.
- To produce a graduate with a sound working knowledge of retail, mercantile and consumer credit and leasing.
- To provide a comprehensive perspective of business and related academic subjects so that the student may understand the synergistic interdependence of the business and economic environment.

Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ("mature student" entry) on the basis of education, experience and other qualifications.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex technical data accurately.
- Preference is given to applicants with a C+ or better average in high school English, Social Studies, Mathematics, Accounting, Law, or studies closely related to training in Business Management. Preference is also given to applicants with a G.P.A. of 2.00 or better in post-secondary studies completed.
- Applicants should be aware that, at the discretion of the Department, a personal interview may be required.

- Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing, you must submit:

- (1) A completed career application form with special attention paid to work experience — full, or part-time.
(Those not currently in high school must account for all their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)
- (2) A copy of all educational documents to date.
 - Those still in secondary school should attach copies of:

- final grade 11 Report Card (or official record) and
 - latest grade 12 report card with at least two sets of grades.
- Secondary school graduates within the last two years must submit a copy of their graduation transcript.
 - All applicants must submit copies of official statements of marks for any post-secondary (University, College, BCIT, etc.) course work completed.
 - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.
- (3) All applicants must submit an official copy of EPT results written within one year of date of application.

FIRST TERM

Accounting 115
Business Law 115
Statistics 123**
Communication 115**
Data Processing 125

THIRD TERM

Credit and Collections 321
Fundamentals of Finance 321
Marketing 115
Principles of Organizational
Behaviour 321
Public Speaking 119L
Economics 221**

SECOND TERM

Accounting 215
Business Law 215
Mathematics 118
Communication 118
Investments 125

FOURTH TERM

Income Tax 325
Fundamentals of Finance 421
Management Policy and
Practices 321
Public Speaking 119
Economics 222
Elective*

*Academic elective such as English, Geography, Political Science, Psychology or Sociology.

When deemed appropriate by the program co-ordinator, may substitute a career path course offered by government or association to meet entry level licensing requirements.

e.g. Canadian Securities course level 1
Accredited Insurance Broker level 1

**At the discretion of the program co-ordinator, some course substitutions may be permitted where deemed relevant. Examples: other Economics courses for Economics 221/222.

(For description of courses in Business Administration, see pages 34 to 42.)

Arts and Science (Commerce) Program see page 11.

Computer Information Systems Program

The main objective of this two-year (four term) diploma program is to provide the business community with programmers and systems analysts who are immediately productive and who can assume progressively more senior positions in Information Processing.

To achieve this objective, the curriculum includes courses in computer hardware, programming and systems analysis as well as in management subjects and business applications.

Students with high academic achievement in the program have the opportunity to combine four academic terms with two additional terms of work experience by participating in the Co-operative Education option.

All students are expected to complete the prescribed courses within three years of entering the program. Approval for any exceptions must be obtained from the program co-ordinator.

Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Deans Admission" ("mature student" entry) on the basis of education, experience and other qualifications.
- You must have good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex technical data accurately.
- Preference is given to applicants with a C+ or better average in secondary school English, Social Studies, Mathematics, or studies closely related to training in Computer Information Systems. Preference is also given to applicants with a G.P.A. of 2.00 or better in post-secondary studies completed.
- Applicants are required to take a Programmer Aptitude test (first consideration will be given to those scoring in the 50th percentile or higher).
- You will be required to attend a personal interview which will be granted only after an acceptable passing score is acquired on the test.

- Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.
In order for an application to be in good standing, you must submit:
 - (1) A completed career application form with special attention paid to work experience — Full, or part-time.
(Those not currently in high school must account for all their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)
 - (2) A copy of all educational documents to date.
 - Those still in secondary school should attach copies of
 - (a) final grade 11 Report Card (or official record) and
 - (b) latest grade 12 Report Card with at least two sets of grades.
 - Secondary school graduates within the last two years must submit a copy of their graduation transcript.
 - All applicants must submit copies of official statements of marks for any post-secondary (University, College, BCIT, etc.) course work completed.
 - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

FIRST TERM

Accounting 115
Communication 118
Computer Information Systems 115
Computer Information Systems 118
Statistics 125

SECOND TERM

Accounting 215
Communication 115
Computer Information Systems 215
Computer Information Systems 217
Computer Information Systems 218

THIRD TERM

Computer Information Systems 216
Computer Information Systems 328
Computer Information Systems 421
Management Policy and Practices 321
Managerial Accounting 323
Computer Science 325
'C' Language Programming

For description of courses in Business Administration, see pages 34 to 42).

*Substitutions of courses or exemptions must only be made by permission of the program co-ordinator.

Computer Information Systems Co-operative Education Option

Students working to participate in this option must have above average academic grades and demonstrate potential for success in their chosen professional field.

Work terms are four months long and begin each January, May and September. Student wages are comparable to those of regular employees with similar skills engaged in similar work. Currently many employers qualify for a fifty percent federal wage subsidy, which is applied for and arranged by the College.

Employers willing to participate in the program supply a job description to the College. The position is posted, and interested students submit their resumes to the Co-operative Education Officer, who transmits them to the employers and arranges the interviews. Students are chosen for work placement by the employer, who sets the terms of employment, salary and benefits. The selection process is normally completed one month prior to the commencement of the work placement.

Co-operative education has proven to be of the great benefit to students, employers and the College. Students have the opportunity to apply their knowledge in a practical work setting and to gain practical work experience before commencing their professional careers; employers gain knowledgeable manpower for short term projects; the College has the ability to modify its program based on student and employer feedback.

Admission Requirements:

In order to be admitted to the Co-operative Education Option:

- You must maintain a minimum GPA of 2.6 in each term and receive no grades below P in any subject.
- You must carry a full course load of five subjects. Some exceptions to this rule may be made in situations where students have previously completed a course at VCC or have a transfer credit from a post-secondary institution.

FIRST TERM

Accounting 115
Communication 118
Computer Information Systems 115
Computer Information Systems 118
Statistics 125

FOURTH TERM

Computer Information Systems 321
Computer Information Systems 415
Computer Information Systems 428
Mathematics 231
Organizational Behaviour 321

THIRD TERM

Co-op Work Term

FIFTH TERM

Co-op Work Term

(For description of courses in Business Administration, see pages 34 to 42.)

*Substitutions of courses or exemptions must only be made by permission of the program co-ordinator.

Computer Information Systems Post Diploma Certificate Program

This program provides graduates from V.C.C. Langara's Accounting Diploma program (or any other similar post-secondary diploma program) with a greater knowledge in Computer Information Processing in order to increase the employment potential of graduates by providing them with a broader education, to prepare graduates for more rapid advancement in their field to middle and/or senior management positions and to enhance the academic advancement of graduates wishing to obtain further professional credentials.

Admission Requirements

Graduation from the Langara Accounting Diploma Program or equivalent program.

FIRST TERM

Computer Information Systems 118
Computer Information Systems 215
Computer Information Systems 321

FOURTH TERM

Computer Information Systems 216
Computer Information Systems 328
Computer Information Systems 421
Management Policy and Practices 321
Managerial Accounting 323
Computer Science 325
'C' Language Programming
SIXTH TERM
Computer Information Systems 321
Computer Information Systems 415
Computer Information Systems 428
Mathematics 231
Organizational Behaviour 321

General Insurance Program

This two-year General Insurance Diploma Program is designed for full-time students (four term, or six term with "Co-op Option").

The program provides students with a should knowledge and understanding of general insurance. The program combines professional and technical insurance education with related business administration skills and emphasizes practical application.

The courses prepare students for rewarding employment or self-employment careers in general insurance (brokerage, underwriting or claims adjusting), or for insurance, risk management or related specialized fields in business, government or community service.

The program provides a rounded perspective of all aspect of general insurance and is kept up-to-date through liaison with an Advisory

Committee and relevant professional organizations and governments.

The insurance courses meet the content requirements and standards of particular courses of the Insurance Institute and the Insurance Brokers Association. Qualifying students may challenge up to nine of the twelve Insurance Institute examinations for the AIIC designation and the requirements for Level I and II (salesman/agent) or claims adjuster licensing under the provincial insurance legislation.

Course work is varied and stimulating and includes lectures, case study, problem solving, research, field projects and computer applications.

General insurance includes the following classes of insurance: automobile, property, liability, casualty, surety, fidelity, boiler and machinery, business interruption, marine, aviation and other specialized property operations. Accident and sickness, which are technically forms of general insurance, are associated with the life and disability insurance industry.

ADMISSION REQUIREMENTS

In order to be admitted to the program, you must have

- completed B.C. Grade XII or equivalent or be eligible for "Dean's Admission" (mature student entry) on the basis of education, experience and other qualifications, and
- a good knowledge of the English language including the ability to speak clearly and to read, understand and interpret complex technical material accurately and effectively.

Preference is given to applicants with a C+ or better average in secondary school English, Social Studies, Mathematics, Accounting, Law or studies closely related to training in Insurance.

Preference is also given to applicants with a G.P.A. of 2.00 or better in post-secondary studies completed.

Applicants meeting the above requirements will be required to attend a personal interview. Enrolment may be limited.

Candidates should indicate whether they wish to participate in the optional Insurance Co-operative Education Program (see below).

- Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation. In order for an application to be in good standing, you must submit:
 - (1) A completed career application form with special attention paid to work experience — full, or part-time.
(Those not currently in high school must account for all their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)
 - (2) A copy of all educational documents to date.
 - Those still in secondary school should attach copies of
 - (a) final grade 11 Report Card (or official record) and
 - (b) latest grade 12 Report Card with at least two sets of grades.
 - Secondary school graduates within the last two years must submit a copy of their graduation transcript.
 - All applicants must submit copies of official statements of marks for any post-secondary (University, College, BCIT, etc.) course work completed.
 - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

GENERAL INSURANCE DIPLOMA PROGRAM

FIRST TERM

General Insurance 115
General Insurance 116
Accounting 115
Business Law 285
Communication 118*

THIRD TERM (Co-op Option)

General Insurance 310
General Insurance 311

FIFTH TERM (Co-op Option)

General Insurance 510
General Insurance 511

SECOND TERM

General Insurance 215
General Insurance 216
Accounting 215
Mathematics 116
Computer Information Systems 212

FOURTH TERM

General Insurance 316
General Insurance 317
Communication 115
Organizational Behaviour 321
Marketing 115

SIXTH TERM

General Insurance 318
General Insurance 415
Management Policies & Practices 321
Computer Information Systems 215
Elective

* All students taking Communication 118 are required to write the Language Proficiency Index (English) Test or qualify for exemption from writing the test. For an application to write the LPI test or to determine whether you qualify for exemption, please contact the Counselling Office.

GENERAL INSURANCE CO-OPERATIVE EDUCATION PROGRAM (CO-OP OPTION)

Students who wish to participate in this option must maintain above average academic standing and demonstrate potential for success in their chosen insurance field.

Four month work terms are scheduled for the third and fifth semesters of this program. Employers provide the College with job descriptions to be posted. Interested students submit their resumes to the Co-operative Education Coordinator, who will assist in arranging job interviews.

Employers make the hiring decisions and establish the working conditions, salary and benefits. The work experience and skill requirements will provide challenge and growth of the students.

The selection process is normally completed one month before the commencement of the work term.

Students earn credits for each work term and are assessed the related tuition fees. Upon successful completion of all program course requirements and the two work terms, students are awarded a diploma with the Co-operative Education designation.

Co-operative Education has proven to be of great benefit to students, employers and the College. Students have the opportunity to apply their knowledge and to develop skills in a practical work setting and to gain related experience before commencing their professional careers. The College is able to modify its program based on students and employer feedback and evaluation.

"CO-OPERATIVE OPTION" ADMISSION REQUIREMENTS

In order to be admitted to the Co-operative Education Program, you must

- maintain a G.P.A. of 2.6 in each term and receive no grades below "C" in any subject, and
- carry a course load of 12 or more credits (some exceptions to this

may be made where a student has previously completed a course at Vancouver Community College or has a transfer credit from a post-secondary institution or equivalency).

Marketing and Sales Program

This program prepares you to join the growing number of people finding interesting and remunerative employment in the distributive and service fields of industry and commerce. It emphasizes interpersonal relations, decision-making processes, and sales and marketing policies and practices. A program of practical participation in business schemes and games, role playing, case study, research and personal development provides the insights which allow you to become effective early in a business career in the growing service industry and its supporting agencies.

Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ("mature student" entry) on the basis of education, experience and other qualifications.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand, and interpret complex technical and theoretical information accurately.
- Preference is given to applicants with a C+ or better average in high school English, Social Studies, Mathematics, Accounting, Law, or studies closely related to training in business. Preference is also given to applicants with a G.P.A. of 2.00 or better in post-secondary studies completed.
- Applicants should be aware that, at the discretion of the Department, a personal interview may be required.

We normally receive far more applications than we can accommodate in the program. It must be recognized, therefore, that all required data and documentation must be provided on the application form and accompanying it if the applicant is to be considered for acceptance.

In order for an application to be complete, you must submit:

- (1) A completed career application form. Special attention is to be paid to work experience detail.
 - Those not currently in Secondary School should account for all their time since leaving or graduating, describing in detail job and specific duties or work experience.
 - Those still in Secondary program should list **any** work experience, full or part-time.
- (2) A copy of all education documents to date.
 - Secondary Program graduates within the last **two** years must submit a copy of their graduation certificate and transcript.
 - All applicants should submit records of whatever background education has been completed.
 - **Any** post-secondary (University, College, BCIT, etc.) course work must be supported by statements of marks.
 - Those completing Secondary program standing through **special** programs must provide appropriate documentation.
 - Those still in Secondary School should attach copies of (a) final Grade 11 Report Card (or official record) **and** (b) latest Grade 12 Report Card with a minimum of **two** sets of grades.

- (3) A brief handwritten explanation of your reason(s) for applying to the Marketing and Sales Program.

(4) Only those applications submitted four months prior to enrollment will receive priority consideration for admission to the program.

FIRST TERM

Business Law 285
Communication 115
Marketing 115
Mathematics 119
Psychology 317 or 115

THIRD TERM

Economics 115
Fundamentals of Finance 321**
Marketing 321
Marketing 327
Elective*
Public Speaking 119L

(For description of courses in Business Administration, see pages 34 to 42.)

*Elective must be chosen from the following courses:

Business Procedures 115
Credit and Collections 321
Data Processing 125
Geography 150
Geography 250
Investments 125
Organizational Behaviour 321
Small Business 115
Statistics 224
or course approved by the Program Co-ordinator

**May substitute Credit and Collections 321

Pacific Rim Program

The Pacific Rim Program is a career program that offers preparatory training for students who may consider future employment in trade, commerce, or professional activities dealing with certain Pacific Rim countries. It is a program that has historical, cultural, commercial and language skill components, and aims to develop an understanding of and between Pacific Rim cultures. Due to the newness of the program, present study is limited to several countries in the Asia/Pacific region.

Students considering enrollment in the Pacific Rim Program should keep in mind the specific objectives for the program:

1. to provide the graduate with a basic understanding appropriate for entry into a variety of careers dealing with Pacific Rim nations;
2. to develop an appreciation of cross-cultural differences that could affect business and commercial transactions of British Columbians with citizens of Pacific Rim countries;
3. to provide an introductory knowledge of at least one language of the Pacific Rim other than English;
4. to develop an awareness of key aspects of history, politics, art and religion to enable the graduate to communicate with peoples of the Pacific Rim at a personal, social and business level;
5. to develop a broad understanding of the region and its component parts in order to provide a basis for focus on a more specific field in future employment and study.

The curriculum of the Pacific Rim Program consists of three independent but related components.

1. **Two Year Business Diploma Program** (2 years, 4 terms)
This program begins each September and has an intake of 25 students at that time.

SECOND TERM

Accounting 116
Computer Information Systems 212
Communication 118
Sales Workshop 218
Statistics 123, 124 or 181

FOURTH TERM

Advertising and Sales 321
Management Policy and Practices 321
Marketing 424
Sales Workshop 418
Public Speaking 119

2. **Two Year Academic Program (University Transfer)** (2 years, 4 terms)

It must be noted that the current availability of spaces in this option is limited to a maximum of 20. (Please refer to page 13 for details of the Arts and Science (Pacific Rim) Program.)

The selection of courses will enable the student to progress to:

- (a) Diploma in Arts & Science (Pacific Rim)
- (b) the Department of Asian Studies (U.B.C.)
- (c) the Faculty of Arts (U.B.C.)

N.B. The ultimate decision regarding whether or not you will be accepted into the above-mentioned institution with advance/transfer credit from Langara rests with U.B.C.

3. External Studies Program

With prior approval and registration, college credit in the Pacific Rim Business Diploma Program or Academic Program may be earned to a maximum of one year.

NOTE: Course requirements for the various program components are subject to change without prior notice in order to maintain the relevancy of the program. The College's Student Service Division should be contacted for up-to-date course information.

1. Pacific Rim (Business) Program

Admission Requirements

In order to be admitted to the program:

- You must arrange an interview with the counsellor in charge of the Pacific Rim (Business) Program. This will be done at the Student Services Centre at Langara Campus.
- must have completed B.C. Grade XII or equivalent or be eligible for "Dean's Admission" ("mature student" entry on the basis of education, experience and other qualifications).
- must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret the printed work correctly.
- preference will be given to applicants with a C+ or better average in secondary school English, Social Studies, Mathematics, Accounting, and Law or other studies closely related to Business. Preference is also given to applicants with a G.P.A. of 2.0 or better in post-secondary studies completed.
- preference will also be given to those applicants who demonstrate a sincere desire to begin the study of a Pacific Rim language other than English.
- should be aware that at the discretion of the Department a personal interview may be required.
- applicants completing secondary school standing through special programs should provide official documentation to that effect.

FIRST TERM

Pacific Rim Language 115
Pacific Rim 125, 130 or 135
(China, South-East Asia or Japan)
Marketing 115
Geography 160
English 127 or 128
Pacific Rim 105 - Seminar

THIRD TERM

Pacific Rim Marketing Research 327
Commercial Law and the Pacific Rim
Pacific Rim Finance
Pacific Rim Sales Workshop
Cross Cultural Practises
Public Speaking

SECOND TERM

Pacific Rim Language 215
Pacific Rim 225, 230 or 235
Accounting 115
Economics 221
English 229 or 230
Pacific Rim 106 - Seminar

FOURTH TERM

Pacific Rim International Marketing
International Trade
Business Opportunities in the Pacific Rim
Individual Business Plan Preparation
Cross Cultural Practises
Public Speaking

(For description of courses in Business Administration see pages 34 to 42.)

2. Pacific Rim Academic Program (University Transfer)

See ARTS AND SCIENCE (PACIFIC RIM) (page 13)

3. Pacific Rim External Studies Program

(Available to students registered in either the Pacific Rim Academic or Business Program).

Through the cooperative efforts of the Pacific Rim Program and the Continuing Education Division, a student may arrange to carry out supervised projects and studies on an overseas immersion basis in selected countries or areas of the Asia Pacific region. These activities may be for periods which range from four weeks to one year but are more commonly of a four or eight month duration.

The student may elect to take the External Studies Program for college credit or non-credit (audit). The fees are the same in each case. Conversion from a non-credit to credit basis or from a credit to a non-credit basis is not permissible either during or after the term. Further, there is no refund of any portion of the fees or other costs involved in the Program such as travel costs, accommodation costs, living expenses, etc. after the commencement of the Program. As a result, prospective candidates should ensure that they possess the maturity and flexibility to adapt to a foreign culture for an extended period of time.

Students may earn up to a maximum of fifteen (15) college credits during a given term of four months duration. These credits are not automatically given, but require the completion of one or more projects and/or assignments to a satisfactory college level agreed upon by the Pacific Rim Program Co-ordinator and faculty prior to the student commencing the External Studies Program. Note that not all Pacific Rim Program courses are offered on an External Studies basis each term. Consult the Langara Campus Term Schedule for details.

Students are advised that participation in the PACIFIC RIM EXTERNAL STUDIES PROGRAM does not in itself guarantee college credit. A maximum of thirty credits (one year's credit) of External Studies credit may be applied to the Pacific Rim Program Diploma.

(For description of Pacific Rim courses see page 79.)

(For description of courses in Business Administration see pages 34 to 42.)

Realty Appraisal Program

General Information

Vancouver Community College, Langara Campus, offers the Realty Appraisal Program with the following options:

- the full-time two year Diploma Program (Regular);
- the full-time two year Diploma Program (Co-operative Education);
- the part-time Certification Program (Evening).

The diploma options are designed for full-time students while the certificate option is most suitable for working people.

The Program prepares students for a variety of careers in the real estate profession with particular emphasis on real estate appraisal and investment analyses. The training includes both lectures on theories and supervised field work. Graduates of the programs have been employed as realty appraisers, assessors, property negotiators, mortgage officers and investment consultants by appraisal firms, assessment authorities, government agents, mortgage institutions, banks and consulting firms.

The Program is endorsed by the Appraisal Institute of Canada who sets Canada-wide standards for the appraisal profession and regu-

lates the national code of ethics. Two professional designations are awarded to qualified members of the Institute:

CRA (Canadian Residential Appraiser) and AACI (Accredited Appraiser Canadian Institute). These designations are recognized nationally as well as internationally. Please contact the Appraisal Institute of Canada for details of the qualifications required for the award of the designations.

University Transfer Credits

Realty Appraisal Diploma Program graduates who have a grade point average of 2.0 or higher will be granted 60 credits towards the Bachelor of Arts Degree in Administrative Studies by the Open Learning University, British Columbia. To complete this degree, students will be required to complete an additional 60 credits of prescribed courses through the Open Learning University which is a distance learning university established under the authority of the Colleges and Provincial Institutes Act of British Columbia.

Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ('mature student' entry) on the basis of education, experience and other qualifications.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex technical data accurately.
- Preference is given to applicants with a C+ or better average in high school English, Social Studies, Mathematics, Accounting, Law, or studies closely related to training in Realty Appraisal. Preference is also given to applicants with a G.P.A. of 2.00 or better in post-secondary studies completed.
- Applicants should be aware that, at the discretion of the Department, a personal interview may be required.

- Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing, you must submit:

- (1) A completed career application form with special attention paid to work experience - full, or part-time. (Those not currently in high school must account for all their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)
- (2) A copy of all educational documents to date.
 - Those still in secondary school should attach copies of
 - (a) final grade 11 Report Card (or official record) and
 - (b) latest grade 12 Report Card with at least two sets of grades.
 - Secondary school graduates within the last two years must submit a copy of their graduation transcript.
 - All applicants must submit copies of official statements of marks for any post-secondary (University, College, BCIT, etc.) course work completed.
 - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

THE FULL-TIME DIPLOMA PROGRAMS

Realty Appraisal Diploma Program (Regular Option)

Upon successful completion of this full-time day program, students are qualified for a Realty Appraisal Diploma. This program includes all courses required by the Appraisal Institute of Canada as a "package program" for the C.R.A. and A.A.C.I. designations. Provided the students complete the program with a C grade or better for each core course, they will be eligible to apply to the Appraisal Institute of Canada to write the National Comprehensive Examinations.

First Year Students:

FIRST TERM (September)

*Appraisal 118
*Accounting 115
*Economics 220
Mathematics 121
English 127/128

SECOND TERM (January)

Appraisal 215
*Appraisal 218
*Appraisal 219
Appraisal 270
Appraisal 315
Appraisal 415

THIRD TERM (May)

Summer Term Off

Second Year Students:

FOURTH TERM (September)

*Appraisal 325
Appraisal 370
Appraisal 420
*Geography 250
English 229/230

FIFTH TERM (January)

Spring Term Off

SIXTH TERM (May)

*Appraisal 318
*Appraisal 319
*Economics 221
Computer Information Systems 212

*Core courses.

- Note:**
- (1) Diploma Program (Regular Option) students must complete the Fourth Term before they are eligible to take Appraisal 318 and Appraisal 319.
 - (2) Appraisal 318 and Appraisal 319 offered in the Certificate Program are for the evening students. They have priority in the registration for these courses.
 - (3) Students with a Realty Appraisal Diploma who have passed the Appraisal 420 (formerly Real Estate Marketing 420) are eligible to apply to the Real Estate Council of B.C. to write the salesmen's pre-licensing examination.

(For description of courses in Business Administration, see pages 34 to 42.)

Realty Appraisal Diploma Program (Co-operative Education Option)

Students working to participate in this option must have above average academic grades and demonstrate potential for success in their chosen professional field.

Work terms are four months long beginning each January and May. Student wages are comparable to those of regular employees with similar skills engaged in similar work. Currently many employers qualify for a fifty percent federal wage subsidy, which is applied for and arranged by the College.

Employers willing to participate in the program supply a job descrip-

tion to the College. The position is posted, and interested students submit their resumes to the Co-operative Education Officer, who transmits them to the employers and arranges the interviews. Students are chosen for work placement by the employer, who sets the terms of employment, salary and benefits. The selection process is normally completed one month prior to the commencement of the work placement.

Co-operative education has proven to be of great benefit to students, employers and the College. Students have the opportunity to apply their knowledge in a practical work setting and to gain practical work experience before commencing their professional careers; employers gain knowledgeable manpower for short term projects; the College has the ability to modify its program based on student and employer feedback.

In order to be admitted to the Co-operative Education Option:

- You must maintain a high academic achievement - 2.6, or better, cumulative grade point average.
- You must carry a course load of 12 or more credits. Some exceptions to this rule may be made in situations where students have previously completed a course at VCC or have a transfer credit from a post-secondary institution.

First Year Students:

FIRST TERM (September)

*Appraisal 118
*Accounting 115
*Economics 220
Mathematics 121
English 127/128

SECOND TERM (January)

Appraisal 215
*Appraisal 218
*Appraisal 219
Appraisal 270
Appraisal 315
Appraisal 415

THIRD TERM (May)

First Work Term
Appraisal 310
Appraisal 311

Second Year Students:

FOURTH TERM (September)

*Appraisal 325
Appraisal 370
Appraisal 420
*Geography 250
English 229/230

FIFTH TERM (January)

Second Work Term
Appraisal 510
Appraisal 511

SIXTH TERM (May)

*Appraisal 318
*Appraisal 319
*Economics 221
Computer Information Systems 212

*Core courses.

(For description of courses in Business Administration, see pages 34 to 42.)

Realty Appraisal Diploma Program graduates (both regular and co-operative) may apply to the Appraisal Institute of Canada to challenge the National Comprehensive Examination in September each year.

Certificate Program (Evening Option)

This part-time evening certificate program is packaged to include all core courses required by the Appraisal Institute of Canada for the CRA and AACI designations. Students must complete the program with a C grade or better for each core course to be eligible to apply to the Appraisal Institute of Canada to write the National Comprehensive Examinations.

The following courses must be completed with a C grade or better standing prior to entry into Appraisal 318 and Appraisal 319:

- *Appraisal 325 (Formerly Real Estate Law 325)
- *Accounting 115
- *Economics 220
- *Economics 221
- *Geography 250

Note: Geography 250 will be offered only once each year in the evenings. Therefore, students are advised to take this course in the first opportunity.

FIRST TERM (January)

*Appraisal 118

SECOND TERM (May)

*Appraisal 218

*Appraisal 219

THIRD TERM (January)

*Appraisal 318

*Appraisal 319

*Core courses.

Upon successful completion of the core courses, students are qualified for a Realty Appraisal Certificate. Students with a Realty Appraisal Certificate who have passed the Appraisal 420 (formerly Real Estate Marketing 420), are eligible to apply to the Real Estate Council of B. C. to write the salesmen's pre-licensing examination.

Small Business Development Program

This two semester certificate program is designed to assist entrepreneurs with the initial stages of their small business development. Persons working part-time will appreciate the flexibility of our late afternoon and evening classes as well as the strong emphasis we place on practicality.

This program must be taken in the sequence outlined. Students must enroll in all courses unless exempted by the program co-ordinator.

Admission Requirements:

- Preference is given to creative individuals who are committed, skilled (or experienced) and have access to start-up capital.
- You must have a complete B.C. Grade XII or equivalent, or be eligible for "Dean's Admission" ("mature student" entry) on the basis of education, experience and other qualifications.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex technical data accurately.
- Applicants should be aware that, at the discretion of the Department, a personal interview may be required.

— Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing, you must submit:

- (1) A completed career application form with special attention paid to work experience — full, or part-time. (Those not currently in high school must account for all their time since leaving secondary school, describing job titles, duties, etc., whenever possible.)
- (2) A copy of all educational documents to date.
 - Those still in secondary school should attach copies of
 - (a) final grade 11 Report Card (or official record) and
 - (b) latest grade 12 Report Card with at least two sets of grades.

- Secondary school **graduates within the last two years** must submit a copy of their graduation transcript provided by the Department of Education.
- All applicants must submit copies of official statements of marks for any post-secondary (University, College, BCIT, etc.) course work completed.
- Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

FIRST TERM

Communication 115

Small Business Fundamentals

118

Small Business Marketing Skills

128

SECOND TERM

Communication 118

Small Business Marketing Skills

228

Small Business Financial Skills

215

Small Business Planning Skills

235

Common Courses and

Course Sequence

Interchangeability

The same courses are required in many of the Business Administration programs. If, as often is the case, you are unsure what program to choose, it may be possible for you to select a "core" of courses for the first one or two terms that allow you to switch from one program to another. This opportunity is of particular relevance to the Accounting, Business Finance and Investment Management, Marketing and Sales programs and to part-time students. Unless you are restricted by prerequisites, you may take courses out of the normal sequence outlined in the programs.

Substitutions for recommended courses are possible to a limited degree. Please consult with the Department Chairman.

Business Administration Courses

These courses, unless otherwise indicated, are open to regular students as electives.

*Accounting 115 (3) and 215 (3)

The fundamentals of accounting. An examination of the basic techniques, principles and concepts involved in the accumulation, classification, and presentation of financial data.

Accounting for proprietorship, partnerships, and limited companies. Introduction to financial statement analysis, flows of funds, and price-level changes.

Prerequisite for Accounting 115: None.

Prerequisite for Accounting 215: Accounting 115 with a standing of "C-" or higher. **4:0:0**

*Accounting 116 (3)

The fundamentals of accounting. An emphasis on the managerial use of financial statements involving analysis, cash budgets, and fund statements. This course is a credit course for students on a College Diploma program other than Accounting, Business, Finance and Investment Management, or Computer Information Systems. **4:0:0**

*Accounting 253 (3)

This course deals with Financial Accounting which is concerned with the preparation of statements for use by persons external to the issuing entity. The objectives of the course is to have an understand-

ing of the basic concepts underlying the financial statements and to interpret these financial statements.

Prerequisite: Departmental permission. **4:0:0**

*Accounting 275 (6)

A concentrated course in Introductory Accounting. This course covers in one term the basic accounting fundamentals, techniques, principles, and concepts as encompassed by Accounting 115 and 215.

Prerequisites:

a) First year Arts or pre-Commerce completed and/or

b) An extended day student.

(This course is not open to students enrolled in any of the day business programs.) **4:0:0**

Accounting 285 (8)

Introductory Accounting combined into one course for one semester. The course covers the basic bookkeeping techniques including developing a trial balance and then production of a Balance sheet and Income statement. In addition the course looks at accounting for Partnerships and limited companies. After a detailed examination of the Balance sheet and the GAAP requirements the course develops information on Statement of Changes in Financial Position and Analysis and Interpretation of Financial Statements. **4:0:0**

*Accounting 294 (3)

This course provides an introduction to the design and use of accounting information for management planning and control as well as the development of cost information for financial reports. Issues of particular importance include cost accumulation; cost behaviour; identification of relevant costs for decision making and the use of budgets and standards in evaluating performance. **4:0:0**

*Accounting 310 (3)

CO-OPERATIVE WORK REPORT

Work report. The preparation of the work term report, which is evaluated by the co-op co-ordinator, faculty and in some cases by the employer gives the student valuable experience in the gathering, analysis, and effective presentation of information in a professional manner. Students select a topic for the work report in consultation with the co-op co-ordinator and the employer and receive guidelines on how to write a work report from the College. **0:6:0**

Note: Restricted to students meeting the admission requirements of the Co-operative Education Option.

*Accounting 311 (12)

CO-OPERATIVE PLACEMENT PERFORMANCE

Work experience. The application of the theoretical studies undertaken in terms 1 and 2 through paid temporary full-time placement in the work place. A comprehensive report on the work term completed outside normal working hours culminates the work experience. **0:0:37**

NOTE: Restricted to students meeting the admission requirements of the Co-operative Education Option.

*Accounting 321 (3) and Accounting 421 (3)

Intermediate Accounting, a comprehensive study of the more complex accounting techniques, principles, and practices. A detailed examination of the methods and concepts involved in the measurement of net income and the determination of financial position.

Prerequisite for Accounting 321: Accounting 215 or Accounting 275 with a standing of "C" or higher.

Prerequisite for Accounting 421: Accounting 321 with a standing of "C-" or higher. **4:0:0**

*Accounting 353 (3)

The review and extension of the concepts of financial accounting and their application to the financial statements studied in Accounting 253 and to additional areas, including income tax. The impact on financial statements of income determination, valuation, and classification alternatives. The use of financial statements for decisions through ratio analysis.

Prerequisites: Accounting 253 with a standing of "C" or higher. **4:0:0**

*Accounting 475 (3)

A review of the accounting cycle and preparation of financial reports with emphasis on the Accounting Principles and concepts involved. Some areas included are determination of net income and financial position, changes in financial position, statements from incomplete records, and comparative statements.

Prerequisite: Accounting 115/215 or 275, with a standing of "C" or higher. **3:1:0**

*Accounting 510 (3)

CO-OPERATIVE WORK REPORT

Work report. The preparation of the work term report, which is evaluated by the co-op co-ordinator, faculty, and in some cases by the employer gives the student valuable experience in the gathering, analysis, and effective presentation of information in a professional manner. Students select a topic for the work report in consultation with the co-op co-ordinator and the employer and receive guidelines on how to write a work report from the College. **0:6:0**

Note: Restricted to students meeting the admission requirements of the Co-operative Education Option.

*Accounting 511 (12)

CO-OPERATIVE PLACEMENT PERFORMANCE

Work experience. Practical application of academic knowledge gained in terms 1, 2 and 4 and on the job experience gained in term 3 to enhance technical skills, professional and personal development. Assignments undertaken are summarized and documented in a report completed outside working hours. **0:0:37**

Note: Restricted to students meeting the admission requirements of the Co-operative Education Option.

*Accounting Computer Applications 308 (3)

MICRO-COMPUTER APPLICATIONS IN ACCOUNTING

A laboratory course using micro-computer software programs with simulated accounting procedures. The emphasis will be on General Accounting programs (ACCPAC) and Spreadsheet programs (LOTUS 1-2-3). This course is restricted to students enrolled in the Accounting Program.

Prerequisite: Computer Information Systems 212 (C grade or better), Accounting 215 (C grade or better). **0:0:4**

*Advertising and Sales Promotion 321 (3)

This course provides a detailed study of advertising theory and practice. The major topics are: the role of advertising in marketing; advertising plans and strategies; a detailed analysis of media including newspapers, magazines, radio and television; out-of-home advertising; direct advertising; and sales promotion, budgeting and evaluating advertising.

Prerequisite: Marketing 115.

3:1:0

***Advertising and Sales Promotion 421 (3)**

This course focuses on the creative strategy of advertising. Course content includes creative planning and implementation of advertising for newspapers, magazines, radio and television media. Students produce advertisements/commercials for each of the media as well as undertaking a term project involving multimedia campaign planning.

Prerequisite: Advertising 321. **3:1:0**

Appraisal 118 (6)

INTRODUCTION TO REAL ESTATE APPRAISING

This is the introduction to real estate appraising in Canada. It covers subjects such as the realty appraisal profession; the nature of values; the purposes of appraisals; the basic principles and techniques; property inspection and valuation and the three approaches to value.

8:0:0

Appraisal 215 (3)

BUILDING CONSTRUCTION AND COST ESTIMATING

This course will include the basic building construction of single family residential houses and commercial buildings, Canadian building code, building cost estimating by cost manuals and computerized programs.

4:0:0

Appraisal 218 (6)

ADVANCED REAL ESTATE APPRAISING

This course is a continuation of the appraisal process and will deal with more complex aspects of realty appraisal. It will stress financial mathematics, Mortgage Equity Concept, case studies and other special appraisal topics.

Prerequisites: Appraisal 118. **8:0:0**

Appraisal 219 (3)

APPRAISAL FIELD WORK (LEVEL I)

This is the first course in appraisal field work training which will include site inspection, single and multiple family residential properties inspection, floor area measurements, preparation of floor plan, market data collection, market analysis and appraisal of residential and simple commercial properties.

4:0:0

Appraisal 270 (3)

APPRAISAL REPORT WRITING (LEVEL I)

This is a first course in appraisal report writing which includes different types of appraisal reports, the report format, legal aspects of the reports, market data collection and analysis, realty appraisal terminology and the methods of appraisal.

Prerequisite: Appraisal 118. **4:0:0**

Appraisal 310 (3)

COOPERATIVE WORK PERFORMANCE (LEVEL I)— graded S/U. See page 9.

The co-op co-ordinator will visit the co-op students periodically in their offices during the work terms to see how the students are performing, giving guidelines and helps if necessary. The co-op co-ordinator will grade the performance, assisted by the employers.

Note: Restricted to students meeting the admission requirements of the Co-operative Education Option. **0:0:97**

Appraisal 311 (12)

COOPERATIVE WORK PLACEMENT REPORT (LEVEL I)

Work experience. The application of the theoretical studies undertaken in terms 1 and 2 through paid temporary full-time placement in

the work place. A comprehensive report on the work term completed outside normal working hours culminates the work experience. This report is evaluated by the co-op co-ordinator and in some cases assisted by the employers. It gives the student valuable experience in the gathering, analysis and effective presentation of information in a professional manner. Students select a topic for the work report in consultation with the co-op co-ordinator and the employers.

NOTE: Restricted to students meeting the admission requirements of the Co-operative Education Option. **0:0:37**

Appraisal 315 (3)

ASSESSMENT PROCEDURES

This course will acquaint you with the procedure necessary to the operation of an assessment office. Main topics will center upon the Municipal and the Assessment Authority of British Columbia Acts and Land Assessment.

4:0:0

Appraisal 318 (6)

REAL ESTATE INVESTMENT ANALYSIS

This course includes advanced concepts of real estate appraisal techniques, financial mathematics and investment analysis such as the Mortgage Equity Concept, the Discounted Cash Flow Concept, Net Present Value Analysis, Actual Rate of Return Analysis, Marginal Profitability Analysis and Cost/Benefit Analysis.

Prerequisites:

1. For Diploma Program students:
The completion of the Fourth Term.
2. For Certificate Program students:
Appraisal 118; Appraisal 218; Appraisal 219;
Appraisal 325; Economics 221; Economics 222;
Geography 250; Accounting 115. **8:0:0**

Appraisal 319 (3)

APPRAISAL FIELD WORK (LEVEL II)

This course is the continuation of Appraisal 219. Narrative report writing will be emphasized. A detailed appraisal report on a property should be completed as a major term project.

Prerequisites:

1. For Diploma Program students:
The completion of the Fourth Term.
2. For Certificate Program students:
Appraisal 118; Appraisal 218; Appraisal 219;
Appraisal 325; Economics 221; Economics 222;
Geography 250; Accounting 115. **4:0:0**

Appraisal 325 (3)

REAL ESTATE LAW

This course concerns the fundamentals of law as it relates to real estate. It will include: encumbrances, contract law, agency law, leases, transfers of titles, easements, landlord and tenants relations, mortgages, expropriations and compensation.

4:0:0

Appraisal 370 (3)

APPRAISAL REPORT WRITING (LEVEL II)

This is a continuation of Appraisal 270. A detail appraisal report based on the market data collected and analyzed in Appraisal 270 will be completed as the major term project.

Prerequisite: Appraisal 218, Appraisal 219, Appraisal 270. **4:0:0**

Appraisal 415 (3)

PROPERTY MANAGEMENT

This is a basic course in property management that includes leasing, rent collections, purchasing, property taxes, neighbourhood and property analysis, depreciation, obsolescence, deferred maintenance, personnel management, office management, management policy and feasibility study.

4:0:0

Appraisal 420 (3)

REAL ESTATE MARKETING

This is a practical training course for realtors. It covers realty appraisal, financial mathematics, real estate law and accounting. This course is restricted to students enrolled in the Realty Appraisal Program.

Prerequisites:

| | | |
|-----------------|----------------|---------------|
| Appraisal 118, | Appraisal 218, | Appraisal 219 |
| Appraisal 318, | Appraisal 319, | Appraisal 325 |
| Geography 250, | Economics 221, | Economics 222 |
| Accounting 115. | | |

NOTE: Some exceptions to these prerequisites may be made with the approval of the program co-ordinator. The students must sign an acknowledgment stating that they will not be eligible to challenge the salesmen's pre-licensing examination until they have obtained either the Certificate or the Diploma in Realty Appraisal.

4:0:0

Appraisal 510 (3)

COOPERATIVE WORK PERFORMANCE (LEVEL II)

— graded S/U. See page 9.

The co-op co-ordinator will visit the co-op students periodically in their offices during the work terms to see how the students are performing, giving guidelines and helps if necessary. The co-op co-ordinator will grade the work performance, assisted by the employers.

NOTE: Restricted to students meeting the admission requirements of the Co-operative Education Option. **0:0:9**

Appraisal 511 (12)

COOPERATIVE WORK PLACEMENT REPORT (LEVEL II)

Work experience. Practical application of academic knowledge gained in terms 1, 2 and 4 and on the job experience gained in term 3 to enhance technical skills, professional and personal development. Assignments undertaken are summarized and documented in a comprehensive report completed outside working hours. This report is evaluated by the co-op co-ordinator and in some cases assisted by the employers. It gives the student valuable experience in the gathering, analysis and effective presentation of information in a professional manner.

NOTE: Restricted to students meeting the admission requirements of the Co-operative Education Option. **0:0:37**

***Assessment Procedures 315 (3)**

This study will acquaint you with the procedure necessary to the operation of an assessment office. Main topics will center upon the Municipal and the Assessment Authority of British Columbia Acts and Land Assessment.

3:1:0

***Auditing 423 (3)**

Internal control and auditing procedures involved in the certification of financial statements. Generally accepted auditing standards. Professional and legal requirements in auditing. Prerequisite: Accounting 215 with a standing of "C" or higher.

3:1:0

***Business 195 (3) and 295 (3)**

These numbers are reserved for business courses that may be offered from time to time by:

- a) College Business Administration Faculty who may wish to present a course in their specialty which may be of limited interest; or
- b) Visiting Business lecturers.

Announcements regarding Business 195/295 offerings will be made by Calendar Supplement. Prerequisites will be announced by special bulletin. **3:1:0**

***Business Law 115 (3) and Business Law 215 (3)**

A general overview of business law, including sources of law, court procedures, law of contracts, agency law, sales of goods, partnership and company law. An introduction to negotiable instruments, tort liability, and the Bankruptcy Act; labour, welfare, and tax legislation, and acts applying to the various financial institutions.

Prerequisite for Business Law 215: Business Law 115. **3:1:0**

***Business Law 275 (6)**

A concentrated course in Business Law. This course covers a general overview of business law, including sources of law, court procedures, law of contracts, agency law, sale of goods, partnership and company law. An introduction to negotiable instruments, tort liability, and the Bankruptcy Act; labour, welfare, and tax legislation; and acts applying to the various financial institutions. This course covers the same material as Business Law 115 and 215 in one term.

4:0:0

Prerequisites:

- a) First year Arts or pre-Commerce complete and/or;
- b) Extended day student.

(This course is not open to students enrolled in any of the day business programs.)

Business Law 285 (3)

A one term overview of Business Law. The course includes material on Torts and Contracts as well as discussion on Partnerships and Corporations. In addition, Real Estate Law is touched on and Debtor-Creditor Relations, i.e., Conditional Sales and Chattel Mortgages.

3:1:0

***Business Procedures 115 (3)**

An introduction to business in Canada. This course recognizes the need for a thorough knowledge of the conduct of business in our society with emphasis on the legal, financial, and organizational aspects of commercial and industrial enterprise in the Canadian environment.

3:1:0

***Computer Information Systems 115 (3)**

SYSTEMS ANALYSIS

An introduction to the basic skills and techniques of systems analysis. Emphasis is placed on the role of the systems analyst in an organization and the involvement of people in the overall process. In addition the following topics are covered: project life cycle, structured methodology, cost benefit analysis, techniques, forms design, coding methods and records management.

3:1:0

NOTE: Priority is given to students enrolled in the Computer Information Systems Program.

***Computer Information Systems 118 (8)**

COBOL PROGRAMMING

Fundamentals of data processing and structured Cobol programming. Topics include problem solving, structure charts, sequential files, input/output format and procedures, program testing and types of documentation. **6:2:2**

NOTE: Restricted to students enroled in the Computer Information Systems Program.

***Computer Information Systems 212 (3)**

MICRO-COMPUTER SYSTEMS AND APPLICATIONS

A course which provides hands-on micro-computer experience and exposes the student to the capabilities, applications and software packages commonly used in industry. **3:1:0**

***Computer Information Systems 215 (3)**

BUSINESS COMPUTER APPLICATIONS

An understanding of applications commonly encountered in business. Emphasis is placed on the systems concepts, files, programs, and procedures required to computerize order entry, billing, accounts receivable, accounts payable, payroll, general ledger, inventory management, forecast and control. Accounting packages for micro computers are discussed and illustrated. **3:1:0**

NOTE: Priority is given to students enroled in the Computer Information Systems Program.

***Computer Information Systems 216 (3)**

DATA COMMUNICATIONS

An introduction to communications technology and operating systems. Topics include communication hardware and software, network structures and design, micro computer and mainframe operating systems and job control languages. An introduction to BASIC programming is provided to develop skill in programming interactive time sharing systems and personal computers. **3:1:0**

NOTE: Restricted to students enroled in the Computer Information Systems Program.

Computer Information Systems 217 (3)

MICRO-COMPUTER SYSTEMS DEVELOPMENT

The primary objective of this course is systems development in dBASE III Plus. Also included is an extensive coverage of MS-DOS and an introduction to wordprocessing with WORDPERFECT. **NOTE:** Restricted to students enroled in the Computer Information Systems Program.

Prerequisites: Computer Information Systems 118. **2:0:2**

***Computer Information Systems 218 (8)**

ADVANCED COBOL AND RPG PROGRAMMING

Advanced techniques of structured COBOL programming utilized in business application. Topics include sorting techniques, table handling, indexed sequential files, use of subroutines, and systems integration techniques. RPG programming is also taught in the latter portion of the course.

Prerequisite: Computer Information Systems 118. **6:2:2**

NOTE: Restricted to students enroled in the Computer Information Systems Program.

***Computer Information Systems 321 (3)**

DECISION SUPPORT SYSTEMS

Tools and techniques of systems analysis and management science. Topics include project management — Pert/CPM, decision tables

and tree structures, linear programming, simulation and spread sheets. Mainframe and micro computer software packages, including spread sheets, which support these techniques are discussed and used for problem solving exercises. **3:1:0**

NOTE: Restricted to students enroled in the Computer Information Systems Program.

***Computer Information Systems 328 (8)**

ASSEMBLER PROGRAMMING

An extensive course in Assembler Language utilizing IBM mainframes. Topics include language structure and syntax, computer architecture and operation.

Prerequisite: Computer Information Systems 218. **6:2:2**

NOTE: Restricted to students enroled in the Computer Information Systems Program.

***Computer Information Systems 348 (3)**

CO-OPERATIVE WORK PLACEMENT

— Graded S/U. See page 9.

Work report. The preparation of the work term report, which is evaluated by the co-op co-ordinator, faculty, and in some cases by the employer gives the student valuable experience in the gathering, analysis, and effective presentation of information in a professional manner. Students select a topic for the work report in consultation with the co-op co-ordinator and the employer and receive guidelines on how to write a work report from the College. **0:6:0**

NOTE: Restricted to students meeting the admission requirements of the Co-operative Education Option.

***Computer Information Systems 349 (12)**

CO-OPERATIVE WORK PLACEMENT PERFORMANCE

Work experience. The real-life application of the theoretical studies undertaken in terms 1 and 2 through paid temporary full-time placement in the data processing work force. A comprehensive report on the work term completed outside normal working hours culminates the work experience. Typical work assignments have included program maintenance, conversion of existing programs from one programming language to another, program documentation, console operation, updating of user manuals. **0:0:37**

NOTE: Restricted to students meeting the admission requirements of the Co-operative Education Option.

***Computer Information Systems 415 (3)**

MANAGEMENT INFORMATION SYSTEMS

The integration of basic systems theory with design, implementation, and application of management information systems (MIS). This will facilitate the understanding of MIS goals and the effect of MIS on organization structure and corporate management. **3:1:0**

NOTE: Restricted to students enroled in the Computer Information Systems Program.

***Computer Information Systems 421 (3)**

DATA BASE MANAGEMENT SYSTEMS

Structured design techniques for Data Base Management Systems. Topics discussed include hierarchical, network, and relational data structures, access methods, procedural and non-procedural programming languages, data base administration, data dictionaries and performance issues of data bases. Also discussed are job control languages, computer auditing, and hardware and software evaluation. Several data base packages for mainframe, mini and micro computers are examined and POWER, and dBASE are used in "hands-on" laboratories. **3:1:0**

NOTE: Restricted to students enroled in Computer Information Systems.

***Computer Information Systems 428 (8)**

COBOL AND 4GL APPLICATION DEVELOPMENT

Designing and programming on-line business systems using COBOL and PC/FOCUS. Third and fourth generation programming and system development are compared, both in concept and through the design and development of systems using COBOL and PC/FOCUS. Topics covered include file design considerations, file maintenance, report generation and graphing. Students gain experience in using prototyping techniques, accommodating user requirements and systems changes, functioning as a project team, managing tight deadlines and making systems presentations.

Prerequisite: Computer Information Systems 328. **6:2:2**

NOTE: Restricted to students enroled in the Computer Information Systems Program.

***Computer Information Systems 548 (3)**

CO-OPERATIVE WORK PLACEMENT REPORT

Work report. The preparation of the work term report, which is evaluated by the co-op co-ordinator, faculty, and in some cases by the employer gives the student valuable experience in the gathering, analysis, and effective presentation of information in a professional manner. Students select a topic for the work report in consultation with the co-op co-ordinator and the employer and receive guidelines on how to write a work report from the College. **0:6:0**

NOTE: Restricted to students meeting the admission requirements of the Co-operative Education Option.

***Computer Information Systems 549 (12)**

CO-OPERATIVE WORK PLACEMENT PERFORMANCE

Work experience. Practical application of academic knowledge gained in terms 1, 2 and 4 and on the job experience gained in term 3 to enhance technical skills, professional and personal development. Assignments undertaken are summarized and documented in a report completed outside working hours. Typical work assignments have included program maintenance, program documentation, design, development and implementation of "on-request" user reports, system design and implementation support through the development of test data, systems and program documentation, and user manual preparation, marketing support activities. **0:0:37**

NOTE: Restricted to students meeting the admission requirements of the Co-operative Education Option.

***Credit and Collections 321 (3)**

A practical working introduction to the realm of credit granting and collections. Origin, history, theory, and types of credit; credit as a sales force; analyzing credit reports; reactivating inactive accounts; debt collection with customer retention; record keeping; legislation; credit associations; creation of credit plans, and international credit granting. **3:1:0**

***Data Processing 115 (3)**

INTRODUCTION TO DATA PROCESSING

Introduction to computer concepts, programming and processing. Emphasis will be placed on learning through practical hands-on experience with computers. While the intention is not to produce programmers, students will be exposed to programming in BASIC. Topics, examples and assignments will be chosen to suit the particular interests of the students in attendance. **3:1:0**

***Data Processing 125 (3)**

INTRODUCTION TO DATA PROCESSING

Introduction to computer concepts, programming and processing. Emphasis will be placed on learning through practical hands-on experience with the Prime computer system. Students will be exposed to some programming in BASIC topics. The use of micro-computers in data processing will be introduced, but the emphasis will be on the use of mini-computers. **3:1:0**

***Data Processing 215 (3)**

The role of information systems in the business environment. Emphasis will be placed on the systems concept and on applying structured approaches to analyzing and solving management information problems. Textbook study of the theory of systems analysis will be combined with case studies of specific applications.

Prerequisite: Computer Information Systems 115. **3:1:0**

***Estimating 215 (3)**

BUILDING CONSTRUCTION AND COST ESTIMATING

This will include the basic building construction of single family residential houses and commercial buildings, Canadian building code, building cost estimating by cost manuals and computerized programs. **4:0:0**

***Fundamentals of Finance 321 (3) and 421 (3)**

A study of internal company financing with reference to investments and banking institutions. Major topics are: financial ratio analysis, cash, inventory and receivables management (including consumer credit), fixed asset investment, cash flow forecasting, courses of credit, cost of capital, and appraisal of investment opportunities. Some emphasis on ownership versus leasing and implications of income tax.

Prerequisite for Fundamentals of Finance 321: Accounting 215 or Accounting 275 with a standing of "C-" or higher.

Prerequisite for Fundamentals of Finance 421: Fundamentals of Finance 321 with a standing of "C-" or higher. **3:1:0**

***General Insurance 115 (3)**

PRINCIPLES AND PRACTICES OF INSURANCE I

History and functions of Insurance; Introductory Business Law; Court System, Contract Law; the Insurance Contract; Classes of Coverage; the Insurer - licensing; Marketing of Insurance; Insurance Documents; Claims; Reinsurance; Risk Management. **4:0:0**

***General Insurance 116 (3)**

PERSONAL LINES INSURANCE

The Provincial Insurance Acts; Regulation of Insurers; Subrogation; Fire Insurance Contracts; Multi Peril Contracts; the Basic Residential Policy; the Insurance Business - Organization; Sales; Tort; Agency Law; Automobile Insurance; Life Insurance. **4:0:0**

***General Insurance 215 (3)**

PRINCIPLES & PRACTICES OF INSURANCE II

Introduction to Risk Management; Exposure Identification; Monitoring Results; Case Studies; Property Insurance; all Risk Policies.

Prerequisites: Principles & Practices of Insurance I. **4:0:0**

***General Insurance 216 (3)**

COMMERCIAL INSURANCE I

Business Interruption Insurance; Commercial Auto Insurance; Liability; Crime Insurance; Inland Marine. **4:0:0**

***General Insurance 310 (3)**

CO-OPERATIVE WORK REPORT

Work report. The preparation of the work term report, which is evaluated by the co-op co-ordinator, faculty and in some cases by the employer gives the student valuable experience in gathering, analysis and effective presentation of information in a professional manner. Students select a topic for the work report in consultation with the co-op co-ordinator and the employer and receive guidelines on how to write a work report from the College.

Prerequisites: Restricted to students meeting the admission requirements of the Co-operative Education Option. **0:6:0**

***General Insurance 311 (12)**

CO-OPERATIVE PLACEMENT PERFORMANCE

Work experience. The application of the theoretical studies undertaken in terms 1 and 2 through paid temporary full-time placement in the work place. A comprehensive report on the work term completed outside normal work hours culminates the work experience.

Prerequisites: Note: Restricted to students meeting the admission requirements of the Co-operative Education Option. **0:0:37**

***General Insurance 316 (3)**

COMMERCIAL INSURANCE II

Commercial Lines Insurance; Marketing Crime Insurance; Financial Institution Coverage.

Prerequisites: Commercial Insurance I. **4:0:0**

***General Insurance 317 (3)**

COMMERCIAL INSURANCE III

Surety Bonds; Contract Bonds; Performance Bonds; Ocean Marine Insurance; Aviation Insurance; Boiler & Machinery; Credit Insurance.

Prerequisites: Commercial Insurance I. **4:0:0**

***General Insurance 318 (3)**

GENERAL INSURANCE SALES TECHNIQUES

Course under development to be a combination of 218/418 with specific focus on General Insurance. **4:0:0**

***General Insurance 415**

INTRODUCTION TO CLAIMS INSURANCE

Introduction to Insurance Claims; Independent Adjuster; the Contract; the Policy; Bodily Injury Claims; Interpretation of Medical Reports; Negotiation and Settlement of Bodily Injury Claims. **4:0:0**

***General Insurance 510 (3)**

CO-OPERATIVE WORK PLACEMENT REPORT

Work Report. The preparation of the work term report, which is evaluated by the co-op co-ordinator, faculty and in some cases by the employer gives the student valuable experience in the gathering, analysis and effective presentation of information in a professional manner. Students select a topic for the work report in consultation with the co-op co-ordinator and the employer and receive guidelines on how to write a work report from the College.

Prerequisites: Note: Restricted to students meeting the admission requirements of the Co-operative Education Option. **0:6:0**

***General Insurance 511 (12)**

CO-OPERATIVE WORK PLACEMENT PERFORMANCE

Work experience. Practical application of academic knowledge gained in terms 1, 2 and 4 depend on the job experience gained in

term 3 to enhance technical skills, professional and personal development. Assignments undertaken are summarized and documented in a report completed outside working hours. Typical work assignments have included program maintenance, program documentation, design, development and implementation of "on-request" user reports, system design and implementation support through the development of test data, systems and program documentation and user manual preparation, marketing support activities.

Prerequisites: Note: Restricted to students meeting the admission requirements of the Co-operative Education Option. **0:0:37**

***Income Tax 325 (3)**

A course on Federal Income Tax legislation and its impact on Canadian business decisions and development. This course includes a study of the principles behind the Income Tax Act and its regulations, with some coverage of the Act's effect on personal income and the making of personal financial decisions.

Prerequisite: Accounting 115 with a standing of "C" or higher. **3:1:0**

***Institutional Business Procedures 116 (3)**

An introduction, designed especially for non-business students, to the business principles. Topics include: legal and economic status of institutions in relationship to the government, office procedures, basic bookkeeping, statistics. **3:1:0**

***International Marketing 322 (3)**

This course focuses on practical methods of international market development which entails methods of searching out and securing market opportunities and sources of supply. Methods of market development will progress from the techniques of securing an agent through branch-plant development. There shall be a heavy emphasis on market research techniques and recognition of cultural differences. Students will be introduced to transportation methods and costing, the fundamentals of trade related financial tools and services and the roles of governments to encourage/guide trade. Focus of reference will be on Pacific Rim countries. Both import and export techniques will be covered. **3:1:0**

***Investments and Institutions 125 (3)**

The course is designed to present and develop the perspective of risk-taking from a variety of stances and in a variety of investment media. The student will become aware of the stock, bond, option, money and commodity markets from the viewpoints of the speculator, investor and customer's representative. Other investment and speculative opportunities in property, gold, silver, art and other collections will be explored. The course progresses from an overview of investment and speculative markets to the analysis of market conditions and individual securities. **3:1:0**

***Keyboarding & Word Processing Skills 115 (3)**

An introduction to computer keyboarding and word processing skills for beginners. The student will develop speed and accuracy in keyboarding and a working knowledge of the fundamental operation of a word processing software package. **1:0:3**

***Keyboarding & Word Processing Skills 215 (3)**

A continuation of Keyboarding and Word Processing Skills 115, for those who have completed that course but require a higher proficiency in keyboarding and word processing. Also useful for the student who can already type at a minimum of 30 words net a minute and who wants to improve keyboarding speed and accuracy and acquire or enhance word processing skills. Court Reporting stu-

dents can develop speed and accuracy to the minimum of 65 net words a minute in accordance with their programme requirement. **1:0:3**

***Legal Procedures 225 (3)**

A special course designed to serve the needs of the court reporting student; it emphasizes legal court proceedings and the progression of cases through the legal system, both criminal and civil as such things relate to the court reporter and his/her work: Primarily for students in the Court Reporter Program.

Prerequisite: Business Law 115. **3:1:0**

***Management Policy and Practices 321 (3)**

Principles of organization and resulting types of business structure, line and staff organization, production problems, aspects of personnel management. This course uses case studies as the principal method of introducing various management policies and practices.

Prerequisite: Two terms of a business career program or a minimum of 30 credits including Accounting 116, 215, or 275. **3:1:0**

***Management Accounting 323 (3) and
Management Accounting 423 (3)**

The study of accounting for the manufacturing enterprise including job order, process, direct standard cost systems. Also deals with the problems arising from joint product production and spoilage and wastage. It deals with inventory planning and control and payrolls in some detail, and explores the problem of decentralization as an effective management technique.

Prerequisite for Accounting 323: Accounting 215 or 275, with a standing of "C" or higher.

Prerequisite for Accounting 423: Accounting 323, with a standing of "C-" or higher. **4:0:0**

***Marketing 115 (3)**

The focus of this course is the study of methods used to match supply and demand of goods and services. Topics include consumer motivation, market research, selection of marketing strategy, development of the promotional mix and pricing and inventory management. **3:1:0**

***Marketing 321 (3)**

A detailed study of practices of middlemen and their role in business. The wholesaling program, product mix, sales promotion, investment, warehousing, and shipping.

Prerequisite: Two terms of Marketing and Sales courses or their equivalent. **3:1:0**

***Marketing 327 (3)**

An introduction to computers and data processing in the context of Marketing Research. **3:1:0**

***Marketing 424 (3)**

This course involves a comprehensive report on a major marketing or sales problem developed through tutorials throughout the final term of the two-year program. This thesis earns credit as a fourth-term subject.

Prerequisite: Marketing 321. **3:1:0**

***Office Management and Procedures 415 (3)**

A broad practical appreciation of techniques in the art and practice of managing an office. The course covers: the role of the office; filing and record systems; microfilming; coding and indexing; control and design of forms; mechanization; reproduction and distribution systems; evaluation of new equipment; office layout and working condi-

tions; function of the office manager; planning and controls; job design and analysis; performance standards; budgeting; inventory control; payroll and reporting procedures and techniques. **3:1:0**

***Personnel Management 115 (3)**

Essentially a course in human and industrial relations with emphasis on the various processes and techniques of establishing and maintaining an efficient working force through high morale and effective public relations. It studies the more technical aspects of personnel management only in sufficient depth to give a reasonable understanding of their nature and purpose. **3:1:0**

***Principles of Organizational Behaviour 321 (3)**

An introductory examination of work organizations and the behaviour of individuals within them. Phenomena to be studied include organizational structure, organizational environments, group process, perception of individual motivation, communication, power processes, leadership and learning.

Prerequisite: First year Arts or pre-commerce complete. **3:1:0**

***Property Management 415 (3)**

A basic course in property management that includes leasing, rent collections, purchasing, property taxes, neighbourhood and property analysis, depreciation, obsolescence, and deferred maintenance. **3:1:0**

***Public Speaking 119 (2) and 119L**

This course will develop student confidence and speaking skills. It is a mandatory requirement for the Accounting diploma and for the Business Finance and Investment Management diploma. **0:0:2**

Note: Restricted to Business Career Program students unless approved by the Department Chairman.

***Purchasing 415 (3)**

Provides the underlying principles of purchasing and related functions, and covers: purchasing and management; organization; quality control; stores function; records and control; budgeting; traffic and expediting; customs and excise duties; forms and procedures; value analysis; capital budgeting; legal aspects; disposals and personnel evaluation and management. **3:1:0**

***Real Estate Law 325 (3)**

The fundamentals of law as it relates to Real Estate. This will include: encumbrances, contract and agency law, leases, transfers of titles, easements, landlord and tenants relations, mortgages, expropriations, and compensation. **3:1:0**

***Real Estate Marketing 420 (3)**

This is a practical training course for realtors. It covers realty appraisal, financial mathematics, real estate law and accounting. This course is restricted to students enrolled in the Realty Appraisal Program.

Prerequisites: Appraisal 118, 218, 219, 318 and 319; Economics 221 and 222; Real Estate Law 325; Geography 250 and Accounting 115. **4:0:0**

***Sales Workshop 218 (3) and 418 (3)**

A thorough exploration, through two terms, of the role and activity of personal selling with emphasis upon the value of practical participation in the sales situation through operational schemes, role-playing, and research. The theory of inter-personal relationships is reinforced by application of carefully developed techniques. **3:1:0**

NOTE: Restricted to students enrolled in the Marketing and Sales Program unless permission granted by Department.

***Shorthand 114 (2) and Shorthand 115 (1)**

Theory and Practice of shorthand to provide a proficiency for general note taking. Recommended for students seeking to acquire shorthand skills for personal use and for career students whose program requires shorthand.

Shorthand 114 **1:0:2**
Shorthand 11 **0:0:2**

***Small Business 115 (3)**

STARTING A SMALL BUSINESS

An introduction to the relevant aspects of setting up a small business. This includes: form of ownership, basic market research, determination of marketing and personal policies, budgeting, government regulations, financing, purchasing, promotion, bankruptcy, and consulting services. It emphasizes a practical approach with the use of case studies. **3:1:0**

***Small Business Financial Skills 215 (3)**

This course is designed to provide the small business person with the basics of finance, budgeting, funding, ratio analysis, turnover analysis, earning power, marginal analysis, costing and other financial skills essential for small business planning and development.

Prerequisites: Small Business 115, Small Business Marketing Skills 128 and Small Business Workshop 118. **3:1:0**

***Small Business Fundamentals 118 (6)**

A practical overview of small business fundamentals such as forms of ownership, issuing of shares, record keeping, cash flow, financial statements, contract law, site selection, assessment of financial needs etc. **6:0:2**

***Small Business Marketing Skills 128 (7)**

A study of basic marketing concepts which are relevant to the small business entrepreneur. The topics covered include: the environment for marketing decisions (competition, industry studies, legal, political, economic and societal influences); consumer and industrial markets, customer analysis, research and sales forecasting; product/service strategies; pricing considerations, promotional strategies and channels of distribution. **6:2:0**

***Small Business Marketing Skills 228 (6)**

A more detailed study of the marketing concepts covered in Small Business Marketing 128. The topics covered include: product assortment planning; supplier considerations; location analysis; layout and display techniques; media considerations; sales promotion, management and planning; personnel selection and training; personal selling and public relations. This course will enable students to develop a well-documented marketing base for their Small Business Plan.

Prerequisite: Small Business Marketing Skills 128. **4:4:0**

***Small Business Planning Skills 235 (5)**

A course which emphasizes the application of the "how to" techniques on the development of individual Small Business Plans. Additional concepts included are leadership and the role of the entrepreneur as an employer. In this course students select a business venture and conduct the research and planning required for the eventual implementation of a business.

Prerequisites: Small Business Fundamentals 118 and Small Business Marketing 128. **5:1:0**

COMMUNITY SERVICES PROGRAMS

Court Reporter Program

This is a five term (20 month continuous) program offered in cooperation with the Ministry of the Attorney General of British Columbia. This program trains you in the skills and duties of verbatim machine shorthand for free lance and court reporting. The program will also give you a basic knowledge of the Canadian judicial system with special emphasis on British Columbia court procedures and functions.

The theory of machine shorthand used in this program is compatible with the very latest in computer transcription technology. However, this does not preclude you from the conventional method of court reporting (taking verbatim machine shorthand in a court and typing transcripts from those notes). In effect, this theory prepares you to meet future technological advances.

This program requires a minimum of eight hours of study and practice per scheduled day. With such effort you should achieve 200 words per minute on the stenograph machine.

Admission Requirements:

In order to be admitted to the program:

- You must have secondary school graduation or be eligible for a Dean's Admission.
- You should have the ability to type 40 wpm at the time of testing.
- You must have unimpaired hearing, speech and vision, good manual dexterity and physical stamina.
- You must have the financial ability to carry out the twenty-month continuous program without the necessity of outside employment.
- You should have an interest in the Canadian judicial system, and its operation.
- You must be mature and emotionally stable in order to deal with a wide variety of people, many of whom are under considerable stress.
- You will be required to attend an orientation and testing session conducted by program faculty.

Preference will be given to applicants with above average achievement in typing, English and related subjects. Acceptance into the program will be determined by pre-admission tests given at the college between April and July of year of application.

Please see general requirements for enrolling for the first time in Career Programs, page 6.

FIRST TERM

Business Law 115
Communication 116
Machine Shorthand 118
Machine Shorthand 128
Transcription 138

THIRD TERM

Biology 151
Court Reporting Workshop 348
Machine Shorthand 328
Machine Shorthand 358
Transcription 338

SECOND TERM

Keyboarding and Word Processing
Skills 215
Legal Procedures 225
Machine Shorthand 228
Machine Shorthand 258
Transcription 238

FOURTH TERM

Court Reporting Workshop 448
Machine Shorthand 428
Machine Shorthand 458
Transcription 438

FIFTH TERM

Court Reporting Practicum 549
Machine Shorthand 528
Machine Shorthand 558
Transcription 538
Transcription Practicum 539

You must successfully complete Machine Shorthand, Court Reporting Workshop, and Transcription in the preceding term before enrolling in the following term.

***Court Reporting Workshop 348 (3)**

Proceedings at Inquest, Preliminary Inquiry, and Provincial Court trials, using the multi-party dictation boards for nine party dictation.

Prerequisites: Machine Shorthand 228/258 and Transcription 238. **2:0:3**

***Court Reporting Workshop 448 (3)**

This section covers Supreme and County Court trials together with civil and criminal matters in these courts, and jury trial proceedings, all using the multi-party dictation boards.

Prerequisites: Court Reporting Workshop 348, Machine Shorthand 328/358 and Transcription 338. **2:0:3**

***Machine Shorthand 118 (3) and 128 (3)**

Basic training in the keyboard and theory of the Stenograph Machine followed by lessons in speed building for machine shorthand. At the completion of this term, you should be able to write between 60 and 80 w.p.m. Machine theory taught in this program is for Court Reporting and is computer compatible. **4:3:8**

***Machine Shorthand 228 (2)**

Speed building from taped material, with speed testing to 125 w.p.m. in the Steno Lab.

Prerequisites: Machine Shorthand 118 and 128. **1:0:4**

***Machine Shorthand 328 (2)**

Speed building from taped material with speed testing to 150 w.p.m. in the Steno Lab.

Prerequisite: Machine Shorthand 228. **0:0:5**

***Machine Shorthand 428 (2)**

Speed building from taped material with speed testing to 175 w.p.m. in the Steno Lab.

Prerequisite: Machine Shorthand 328. **0:0:5**

***Machine Shorthand 528 (2)**

Speed building from taped material with speed testing to 200/225 w.p.m. in the Steno Lab.

Prerequisite: Machine Shorthand 428. **0:0:4**

***Machine Shorthand 258 (2)**

Speed building from live, multi-party dictation. Most of the material used is from Canadian Courts and Legal proceedings, but literary material is also included.

Prerequisites: Machine Shorthand 118 and 128. **2:0:8**

***Machine Shorthand 358 (3)**

Speed building from live multi-party dictation using Examinations for Discovery and actual courtroom transcripts from B.C. legal proceedings as well as literary material of high word density.

Prerequisite: Machine Shorthand 258. **2:0:8**

***Machine Shorthand 458 (3)**

Speed building from live multi-party dictation; this course emphasizes high speed two party dictation up to 175 w.p.m. and literary material of high word density.

Prerequisite: Machine Shorthand 358. **2:0:8**

***Machine Shorthand 558 (3)**

Speed building from live multi-voice dictation using appeal books prepared for the B.C. Court of Appeal and other sources of current court material to speeds of 200/225 w.p.m.

Prerequisite: Machine Shorthand 458. **2:0:6**

***Transcription 138 (3)**

An introduction to the very basic requirements of preparing legal transcripts. **2:0:3**

***Transcription 238 (3)**

Progressive development of transcribing ability with emphasis upon your ability to transcribe directly from shorthand notes into the "finished product".

Prerequisites: Transcription 138, Machine Shorthand 118 and 128. **2:0:3**

****Transcription 338 (3)**

Transcribing material dictated in the Court Reporting Workshop, and tests directly from shorthand notes.

Prerequisites: Transcription 238, Machine Shorthand 228, 258. **2:0:3**

***Transcription 438 (3)**

Transcribing the material dictated in Court Reporting Workshop and tests from the Machine Shorthand classes, all in the required style and format.

Prerequisites: Transcription 338, Machine Shorthand 328 and 358, Court Reporting Workshop 348 and Keyboarding and Word Processing Skills 215. **2:0:3**

***Transcription 538 (3)**

Transcription of material from tests in required format.

Prerequisites: Transcription 438, Machine Shorthand 428 and 458, Court Reporting Workshop 448. **2:0:2**

***Court Reporting Practicum 549 (3)**

You will spend a minimum of ten days at court or conference, reporting the proceedings along with an official court reporter. You will transcribe and submit to the official reporter the work done at these hearings. Grades based on performance report submitted by the official reporter. **0:0:8**

***Transcription Practicum 539 (2)**

During this course, you will prepare the transcriptions of the days spent with an official court reporter. The instructors in this course will act as resource persons; grades for the work will be based on comments from the official reporter who took the student on the Court Reporting Practicum. **0:0:4**

Criminal Justice Program

This four-term program will provide you with preliminary training through specialized and general education courses if you are intending to proceed to a career with the Royal Canadian Mounted Police, municipal police forces, correction services, industrial security departments, protective services agencies, or other law enforcement careers, such as the specialized functions and duties of court clerks and customs inspectors.

It should be carefully noted that if you wish to enter law enforcement agencies such as the R.C.M.P., municipal police forces or correction services, that requirements are established by each agency. In general, these include: maximum age of 27 to 30 years at time of recruitment, excellent physical, emotional and mental health, lack of a criminal record, minimum height of 5'8" for males and 5'4" for females, ability to swim, a valid driver's licence and good moral character.

If you are preparing for security work, investigative and other protective services and customs inspectors, physical requirements are less demanding but good health and moral character are required by all types of work.

Admission Requirements:

In order to be admitted to the program:

- You must have a complete B.C. grade 12 standing or equivalent and evidence of good student potential. If you are a mature student who has less than academic standing you may be accepted into the program provided you can evidence the ability to handle college level academic work. (In addition, some written work will be requested at the time of the interview.)
- You must be able to demonstrate an understanding of the Canadian Criminal Justice System, and its operation.
- You must be mature and emotionally stable in order to deal with a wide variety of people, many of whom are under considerable stress.
- You must be able to demonstrate an understanding of the career you wish to pursue.
- You must have a good knowledge of the English language, including the abilities to speak clearly and to read, understand and interpret complex data accurately.
- You must submit an official copy of the L.P.I. results.
- You will be required to have a successful interview with the coordinator of the program and only those whose application meets all the requirements of the program will be interviewed.

Your application will not be processed unless all required information is included, together with necessary educational transcripts and documentation.

In order for an application to be in good standing, you must submit:

- 1) A completed career application form with special attention paid to work experience — full or part-time and/or volunteer experience. (Those not currently in high school must account for all their time since leaving secondary school, describing job titles, duties, etc. whenever possible.)
- 2) A copy of all educational documents to date.
 - Those still in secondary school should attach copies of
 - a) final grade 11 Report Card (or official record) and
 - b) latest grade 12 Report Card with at least two sets of grades.
 - Secondary school graduates must submit a copy of their graduation transcript provided by the Department of Education.
 - All applicants must submit copies of official statements of marks of any post-secondary (University, College, BCIT, etc.) course work completed.
 - Those applicants completing secondary school standing through special programs should provide official documentation to this effect.

FIRST TERM

Criminal Justice 115
English 127
Law 116
Physical Education 116
Political Science 119
Psychology 115

THIRD TERM

Communication 118
Community Resources 315
Law and Court Procedures 316
Physical Education 125
Psychology 317
Sociology 121

You must successfully complete Criminal Justice, Law, Security and Community Resources subjects in the preceding term before enrolling in the following term.

To be eligible for second, third and fourth terms, you must have a minimum "C" grade in all other subjects unless granted permission to advance by Program Coordinator.

The following courses are restricted to students taking the Criminal Justice Program.

*Criminal Resources 315 (3)

A course designed to introduce the correction and parole systems and to tie them in with the community agencies which, properly utilized, play an important role in crime prevention and reduction of juvenile delinquency. Specialists will present the lessons in each major area and field trips will complement the classroom learning. **3:1:4**

*Criminal Justice 115 (3)

Principles of supervision and organization with special emphasis on modern concepts of public service. Functions and activities; records; communications; public relations. **3:1:0**

*Criminal Justice 215 (3)

Administration of line and staff operations in both public and commercial security organizations. Patrol, investigation, traffic, juvenile, and other special units. **3:1:0**

*Criminal Justice Practicum 419 (3)

— Graded S/U (See Page 9).
During this term each student gains further practical experience working in the criminal justice field. The student is evaluated primarily on his practical work by the course instructor and his supervisor. Service in a police reserve force fulfils the requirements of this course. **0:1:8**

*Law 116 (3)

INTRODUCTION TO LAW

Principles of civil and criminal law, philosophy, theory, history and purpose. Introduction to criminal law and court procedures. Detailed study of torts, contract and property law. **3:1:0**

*Law 216 (3)

CRIMINAL LAW

Detailed study of the general principles of criminal law, substantive crimes and their punishment, and selected federal and provincial statutes. **3:1:0**

SECOND TERM

Communication 117
Criminal Justice 215
Law 216
Physical Education 112
Psychology 215
Security 215

FOURTH TERM

Criminal Justice Practicum 419
Mathematics 119
Philosophy 100
Psychology 326
Sociology 205

*Law and Court Procedures 316 (3)

CRIMINAL AND COURT PROCEDURES

Study of Criminal Code procedures and the collection and presentation of evidence in criminal cases. Functions of court officers. Trial procedures. Visits to various courts. **3:1:2**

*Security 215 (3)

SECURITY

Protection of commercial and industrial operations against profit loss through theft, burglary, shoplifting, credit card and insurance frauds. This course will include guest lecturers, plant visits, guard dog demonstrations, etc. **3:1:2**

Early Childhood Education Program

The Rationale

For various reasons in our modern society it is necessary to provide care for many young children outside of their homes. More than a "love" of children, or a passing interest in them, is necessary to prepare for this important work. One must have a sincere desire to learn about, understand and enjoy young children and the ability to work as a member of a team of colleagues and community professionals. It is also essential to have an understanding of yourself and your reaction to human behaviour. A sense of humour is a great asset.

Employment Opportunities

There are several types of job opportunities for graduates of this program. Graduates are currently employed in parent participation pre-schools, privately operated nursery schools and kindergartens, profit and non-profit day care centres, hospital play therapy centres, special education centres, family day care centres, family service centres and other child minding services. A few graduates have taken further education and secured positions as Early Childhood Education instructors and consultants. Both men and women are needed in this field but because of the responsibility of the job, employment opportunities for the younger graduates are more limited.

Admission Requirements:

In order to be admitted to the program:

- You must be mature and emotionally stable in dealing with a wide variety of people.
- You must have a complete B.C. Grade XII standing or its equivalent and evidence of good student potential. If you are a mature student with slightly less than required academic standing you may be accepted provided you can demonstrate the ability to handle college level academic work. (In addition, some written work will be requested of you at the time of the interview).
- You must provide evidence that you are physically and emotionally healthy and, therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.
- You must have had some current experience in the care of children under six years, particularly with "groups" of pre-school children. You must also provide references certifying the experiences were successful. Baby-sitting experience alone is not adequate.
- You must have a good knowledge of the English language and the ability to speak and read clearly and correctly. This is most important as young children are in the process of acquiring language.

— You must have a successful interview conducted by the Program Selection Committee.

— Your application will not be processed unless it is complete and is accompanied by the following documents:

Transcripts (if applicable)
Letters of reference

Please see general requirements for enrolling for the first time in Career Programs, page 6.

The Curriculum

The Langara Campus of Vancouver Community College offers a one year, full-time day program, which is designed to prepare students to meet the requirements of the Community Childcare Facilities Licensing Board. Graduates receive a certificate upon completion of the program. Those who complete an additional year of academic studies at Langara are eligible for a Coordinated Diploma in Early Childhood Education. Entry into this program takes place only in September. Practical experience in a variety of early childhood education centres is an essential part of the program.

FIRST TERM

Early Childhood Education 101
Early Childhood Education 102
Early Childhood Education 103
Early Childhood Education 104
Early Childhood Education 115
Early Childhood Education 116
Early Childhood Education 118
Early Childhood Education 119
Psychology 118 or 324
English 127

SECOND TERM

Early Childhood Education 201
Early Childhood Education 202
Early Childhood Education 203
Early Childhood Education 204
Early Childhood Education 215
Early Childhood Education 217
Early Childhood Education 218
Early Childhood Education 219
Psychology 218
Communication 115

THIRD TERM

Early Childhood Education 301
Early Childhood Education 302
Early Childhood Education 303
Early Childhood Education 304
Early Childhood Education 315

Early Childhood Education 318
Early Childhood Education 319
Early Childhood Education 325
Psychology 318

Entrance to the second semester depends on successful completion of the first semester. Similarly, entrance to the third semester depends on successful completion of the second semester.

The first semester serves as an introduction and overview of the field and an orientation to pre-school programs.

The second semester focuses on program planning with an emphasis on activities and learning experiences in various curriculum areas.

In the third semester students are encouraged to put all the elements together, to organize and evaluate learning experiences, and to integrate the child with special needs.

Practical experience in the field in each semester supports the particular learning objectives for that period and the amount of time spent in the field increases with each semester.

*Early Childhood Education 101 (1), 201 (1), 301 (1)

LANGUAGE ARTS FOR YOUNG CHILDREN

The purpose of this section of the Early Childhood Program is to help students gain knowledge and insight into the development of language of the young child and to provide students with opportunities to practise skills in the motivation and guidance of young children through suitable experiences in the communication field.

Prerequisites: 101 (none), 201 (101), 301 (201). **1:0:1/2 1-1/2 hours per week each term, 1 credit each term.**

*Early Childhood Education 102 (1), 202 (1), 302 (1)

ART EXPERIENCES FOR YOUNG CHILDREN

This course is designed to give an understanding of the value of art experiences for young children. Workshop sessions will provide practical experiences for young children. Workshop sessions will provide practical experiences in the various facets of the art program.

Prerequisites: 102 (none), 202 (102), 302 (202). 1/2:0:1
1-1/2 hours per week per term, 1 credit per term.

*Early Childhood Education 103 (1), 203 (1), 303 (1)

MUSIC EXPERIENCES FOR YOUNG CHILDREN

This section of the E.C.E. Program is designed to provide students with the theory and practical experiences needed to plan a program in music and movement to meet the needs, interests and abilities of young children. Workshop sessions will provide experiences with the various facets of a music program and related materials.

Prerequisites: 103 (none), 203 (103), 303 (203). 1/2:0:1
1-1/2 hours per week per term, 1 credit each term.

*Early Childhood Education 104 (1), 204 (1), 304 (1)

EXPLORING THE ENVIRONMENT WITH YOUNG CHILDREN

This section of the E.C.E. Program is designed to provide students with the knowledge and skills necessary to guide the young child's understanding of his environment and his relationship with it. Workshop sessions will focus on appropriate science, social studies, and mathematical experiences.

Prerequisites: 104 (none), 204 (104), 304 (204). 1/2:0:1
1-1/2 hours per week each term, 1 credit each term.

*Early Childhood Education 115 (3)

FOUNDATIONS OF EARLY CHILDHOOD EDUCATION

Study of the basic principles underlying curriculum development with emphasis on the historical, philosophical, and cultural roots of contemporary early childhood education. 3:1:0

*Early Childhood Education 116 (3)

KNOWING THE INDIVIDUAL CHILD

An introduction to the general principles of growth and development in the early childhood years with particular emphasis on methods of observing, recording, and documenting behaviour. 2:1:1

*Early Childhood Education 118 (3)

INTRODUCTION TO PROGRAM PLANNING

A practical introduction to the planning and development of programs for early childhood, with emphasis on the basic principles on which decisions are made regarding instruction and practice. 3:0:0

*Early Childhood Education 119 (3)

PRACTICUM I

—Graded S/U (See page 9)

An overview of the various types of early childhood centres in the community, their goals and objectives, and varieties of instruction and administration. 0:0:8

*Early Childhood Education 215 (3)

MODERN THEORIES AND CONTEMPORARY PROGRAMS

A continuation of the theoretical aspect of developing programs for young children with a discussion of current issues and significant innovations in early childhood education.

Prerequisite: Early Childhood Education 115. 3:1:0

*Early Childhood Education 217 (3)

HUMAN RELATIONS IN EARLY CHILDHOOD PROGRAMS

A study of the techniques and skills required by the early childhood educator to communicate effectively with children, parents, colleagues, and community resource workers. 3:1:0

*Early Childhood Education 218 (3)

PROGRAM PLANNING AND IMPLEMENTATION

Practical aspects of planning, implementing, and evaluating curricula in early childhood education programs with emphasis on teaching strategies, activities and learning encounters are discussed and practised in this course.

Prerequisite: Early Childhood Education 118. 3:0:0

*Early Childhood Education 219 (4)

PRACTICUM II

— Graded S/U (See page 9)

Practical experience for developing the skills necessary for curriculum planning in selected early childhood education centres.

Prerequisite: Early Childhood Education 119. 0:0:12

*Early Childhood Education 315 (3)

DEVELOPING AND SUPERVISING EARLY CHILDHOOD CENTRES

Emphasis in this course is on the role of the supervisor in the organization and continuing development of Early Childhood Education programs, community relationships and professional development.

Prerequisites: Early Childhood Education 115, 215, 217. 3:1:0

*Early Childhood Education 318 (3)

EVALUATING AND INDIVIDUALIZING PROGRAMS

Emphasis in this course is on the provision of integrated learning experiences which are geared to the developmental level of the individual child, including those children with uniquely different needs: "Putting it all together".

Prerequisites: Early Childhood Education 118, 218. 3:0:0

*Early Childhood Education 319 (5)

PRACTICUM III

— Graded S/U (See page 9)

Advanced supervised field work experience with particular emphasis on planning and implementing programs in Special Education and in Daycare.

Prerequisites: Early Childhood Education 119, 219. 0:0:16

*Early Childhood Education 325 (3)

HEALTH, NUTRITION AND SAFETY IN EARLY CHILDHOOD EDUCATION PROGRAMS

Emphasis in this course is on the health of the young child in relation to diet and disease. It will cover basic First Aid for Early Childhood Education centres as provision for safety within the program.

Prerequisite: completion of second semester. 2:1:1

Early Childhood Education: Special Education Post Basic Certificate Program

The program is designed to present the knowledge, techniques and skills required by early childhood supervisors to plan quality programs for and work effectively with children with special needs and their families. Special attention will be given to team and interdisciplinary approaches to child care and guidance. Emphasis will be placed on the role of the early childhood supervisor in:

1. Preschool centres functioning expressly for children with special needs;

2. Integrated preschool centres; and/or

3. Centres considering the integration of children with special needs.

The Early Childhood Education: Special Education Post Basic Certificate meets the criteria for the P.C.C.F.L.B. Special Needs Preschool Supervisor Credential. This program is offered on a part-time basis in the evenings in order that it will be easily available to employed Early Childhood educators.

Program

Early Childhood Education 415

Early Childhood Education 417

Early Childhood Education 418

Early Childhood Education 419

Psychology 318

*Early Childhood Education 415 (3)

INTRODUCTION TO EARLY CHILDHOOD SPECIAL EDUCATION

This course is designed to orient students to special education through counselling in career selection and self-assessment. Perspectives in teaching children with special needs will include early intervention, overview of children with special needs, assessment, prescriptive teaching.

Prerequisite: Early Childhood Education 315 or equivalent. 3:0:0

*Early Childhood Education 417 (3)

HUMAN RELATIONS

This course is designed to present the techniques and skills required for the early childhood educator to work effectively with children with special needs and their families. Emphasis will be placed on team and interdisciplinary approaches to child care and guidance. There will be an overview of the community resources available to lend support to the child with special needs and his/her family and the early childhood educator.

Prerequisite: Early Childhood Education 217 or equivalent. 3:0:0

*Early Childhood Education 418 (3)

SPECIAL EDUCATION PROGRAM PLANNING

This course covers early childhood program planning, use of materials and equipment, the role of the supervisor, techniques of classroom management, learning phenomena in children and methods of meeting the needs of individual children with special needs.

It is designed to acquaint the student with early childhood education curriculum planning and implementation including behavioral objectives, lesson plans, resource units, and long term planning for children with special needs, with emphasis on the child in an integrated setting.

Prerequisite: Early Childhood Education 318 or equivalent. 3:0:0

*Early Childhood Education 419 (3)

EARLY CHILDHOOD: SPECIAL EDUCATION PRACTICUM

The purpose of this course is to provide practical experience in an early childhood centre integrating children with special needs or a special education program. Opportunities for planning and carrying out specific learning activities and working with young handicapped children, individually and in groups, will be provided.

Prerequisite: Early Childhood Education 319 or equivalent. 0:0:14

Food Services Supervisor/Technician Program

To meet the need for trained supervisory personnel in the field of institutional food service, this program was established through the efforts of the British Columbia Dietitians' and Nutritionists' Association.

The program provides the theory and practical experience to enable the graduate to work in a technical and/or supervisory capacity in the food services departments of health care, educational, industrial and similar commercial institutions. On completion of the program, the graduate is eligible for membership in the Canadian Food Service Supervisor's Association.

The program runs continuously throughout the year; a new class beginning every 8 months. As well as spending four terms studying on campus, the student will be required to work in an appropriate food service during the third term and for three weeks at the end of the fifth term. For all practical experience, the students will be required to purchase white lab coats and suitable duty shoes.

Admission Requirements:

1. Sufficient maturity to assume supervisory responsibilities upon graduation.
2. A sincere interest in people and the ability to work co-operatively as a member of a management or clinical team.
3. Willingness to work shifts any five days of the week.
4. Preferably a willingness to accept employment in any area of the province.
5. You must provide evidence that you are physically and emotionally healthy and, therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.
6. References, including one from a previous employer.
7. Preference will be given to applicants with previous work experience in the food service industry, either the institutional or hospitality field.

FIRST TERM

Communication 118
Foodservice 128
Foodservice 118
Foodservice 115
Biology 145

THIRD TERM

Foodservice 239

SECOND TERM

Biology 160
Communication 115
Foodservice 228
Foodservice 218
Foodservice 229
Foodservice 215
Psychology 115

FOURTH TERM

Foodservice 338
Foodservice 328
Foodservice 329
Mathematics 119
Institutional Business
Procedures 116
Sociology 120 or 121

FIFTH TERM

Foodservice 418
Foodservice 428
Foodservice 439
Foodservice 321
Personnel Management 115
Foodservice 518
Foodservice 519 (105 hours
Field Practicum)

These courses, except Nutrition 115 and 215, are restricted to students enrolled in the program.

***Foodservice 128 (6)**

STANDARDS FOR FOOD PREPARATION

A lab course emphasising the principles, techniques and standards involved in the preparation of quality food. The student develops the skill of evaluation and analysis of procedures for recipe development. **2:2:4**

***Foodservice 228 (3)**

QUANTITY FOOD PRODUCTION I

This course applies the principles of quality food preparation to the production of food in large quantity. The student is introduced to the organization of a production kitchen focusing on the procedures and equipment used to handle protein foods. **2:1:1**

Prerequisite: Foodservice 128

***Foodservice 338 (3)**

QUANTITY FOOD PRODUCTION II

A continuation of the study of quantity food production. This course will focus on production of salad and sandwiches, soups and sauces, vegetables and desserts. Procedures, equipment and organization is emphasized. **2:1:1**

Prerequisite: Foodservice 228

***Foodservice 418 (2)**

MENU PLANNING

This course will cover the principles and applications involved in development of menus for a variety of institutional settings. Workshop time will be spent preparing and assessing menus which meet the needs of the customer as well as the foodservice. **1:1:1**

***Foodservice 118 (3)**

INTRODUCTION TO INSTITUTIONAL FOODSERVICE

A study of the standards required for operation of institutional food service. Areas of study include organization, problem solving, sanitation and safety, staff training and work simplification. **3:1:2**

***Foodservice 218 (3)**

FOODSERVICE DELIVERY SYSTEMS

A survey of the methods of production, distribution and service of foods currently used to provide meals in a variety of institutional systems. **2:2:0**

Prerequisite: Food Services 118.

***Foodservice 328 (3)**

FOODSERVICE SUPERVISION

This course deals with the supervisory problems encountered in directing workers in institutional food services. Problems discussed include training, scheduling, evaluating and organizing work. **2:2:0**

Prerequisite: Foodservice 118 & 239.

***Foodservice 428 (3)**

FOODSERVICE MANAGEMENT

This course addresses the responsibilities of management which includes cost controls, purchasing and receiving, computer and information systems, quality assurance. **2:2:0**

Prerequisite: Foodservice 118.

***Foodservice 518 (2)**

FOODSERVICE FACILITIES PLANNING

In this final workshop students will apply their knowledge of systems service and production to the design of an institutional foodservice

layout. Planning will require both understanding of foodservice and teamwork. **1:0:2**

Prerequisites: Foodservice 118, 218, 228, 338.

***Foodservice 229 (3)**

FOODSERVICE WORKER PRACTICUM

Each student is individually assigned 60 hours of supervised and evaluated work experience providing lunch and catered meals in campus facilities. This experience is an opportunity to apply and develop work habits, teamwork and organization in a food service operation. **1:1:3**

Prerequisite: Foodservice 128.

***Foodservice 239 (3)**

FOODSERVICE WORKER FIELD EXPERIENCE (CO-OPERATIVE EDUCATION)

Each student will spend term three employed as a dietary aide/food service worker in a cooperating food service. Students will be assessed on their work skills, understanding of the foodservice system and interpersonal skills. They must demonstrate their potential for foodservice within 300 hours of work. Failing to do so this work experience may be extended one additional term. **0:0:20**

Prerequisite: Foodservice 229.

***Foodservice Practicum 329 (3)**

FOODSERVICE SUPERVISION PRACTICUM

Using the campus facilities each student will complete a minimum of one week supervising the lunch service as well as catering projects. The student supervisors will be evaluated on this ability to schedule work, deal with problems control inventory, staff evaluation. **0:1:4**

Prerequisite: Foodservice 229 & 239.

***Foodservice 439 (3)**

FOODSERVICE MANAGEMENT PRACTICUM

The on campus facilities will be used in this practicum to give the student an opportunity to assume managerial duties including menu planning recipe development, report writing, purchasing, costing and stock control. As well, the student will further develop interpersonal skill of teamwork and dealing with the client. Lunch service and catering will provide the opportunity to develop and evaluate these responsibilities. **0:1:4**

Prerequisite: Foodservice 229 & 239.

***Foodservice 519 (3)**

FOODSERVICE SUPERVISORY/CLINICAL FIELDWORK

Following completion of all core courses in the program, each student will be assigned to health case institution to complete a minimum of three weeks experience utilizing both supervisory and clinical skills in a work environment. Following this assignment, students will take part in a one day seminar on the campus to complete the requirements of graduation. **0:1:6**

***Nutrition 115 (3)**

NORMAL NUTRITION

An introduction to the science of nutrition. A study of the functions and sources of nutrients enabling the student to relate nutritional needs to meal planning for optimum health. **3:1:0**

***Foodservice 215 (3)**

THERAPEUTIC NUTRITION

Development and adaptation of the principles of nutrition for the treatment of disease. Using the B.C. Diet Manual, this class will

investigate therapeutic diets and their role in treating the patient's condition. **3:1:0**

Prerequisite: Foodservice 115 or the equivalent.

***Foodservice 321 (3)**

APPLIED THERAPEUTIC NUTRITION

This is a combined workshop/lab course dealing with the writing and production of therapeutic diets. The student will develop skills in planning and preparing special diets and patient interviewing. **2:1:2**

Prerequisite: Foodservice 215.

Library Technician Program

This two-year four-term Library Technician diploma program has been developed in accordance with the recommendations made by the Canadian Library Association Committee on Library Technicians (Role & Education). The program prepares you for clerical and para-professional duties in libraries. Less than one-half the program's courses are academic (transferable to university), and you will spend more than one-half your time learning library and related business techniques.

Library course work involves lectures, field trips, field work and workshops. The program's two practicums occur in April and May, the first year practicum being two weeks and the second year practicum four weeks. The field work experience exposes you to the realities of the job and to potential employers.

Langara's Library Technician diploma is recognized across Canada and graduates of the program are currently employed in a wide range of libraries: in public libraries, in those associated with universities, colleges and schools and in public institutions, business, government and professional libraries. As a Library Technician you will usually work under professional librarians — except in extremely small libraries where you might work on your own. You will be required to catalogue, issue and receive a host of library holdings: books, film, pictures, maps, microforms, and records. You must know how to locate specialized materials and how to facilitate maintenance and repair of library items. You can also expect to become involved with public-affairs programs, library tours and children's programs.

As a Library Technician you should enjoy both people and books.

A permanent interest in learning is characteristic of the most effective library workers. There is a need for accuracy and attention to detail in the program and throughout your working career. As a graduate you should have a typing speed of 45 w.p.m.

Advance credit is available for typing and academic courses.

Should you have such credit, with permission from the instructor, you may complete the program in two or three semesters provided that space is available in the advanced courses and timetabling can be arranged.

Admission Requirements:

In order to be admitted to the program:

- You must be mature and emotionally stable in dealing with a wide variety of people.
- You must have a complete B.C. grade 12 standing or its equivalent, or be eligible for a Dean's admission.
- You must have a good knowledge of the English language and the ability to speak and write clearly and correctly.
- You will be required to take some testing.
- You must have a successful interview conducted by the co-ordinator of the program.
- Your application will not be processed unless it is complete and is accompanied by the following documents:
 - Transcripts (if applicable)
 - Letters of Reference

Please see general requirements for enrolling for the first time in Career Programs, page 6.

FIRST TERM

English 127 or 128
Data Processing 115
Modern Language (at appropriate level: French, German or Spanish)
Library 120
Library 118
Keyboarding and Word Processing Skills 115

THIRD TERM

2 Academic Electives
History 117
Psychology 115 or a lab science
Library 315
Library 318

SECOND TERM

English 229 or 230
Institutional Business Procedures 116
Library 219
Library 218
Modern Language
Keyboarding and Word Processing Skills 215

FOURTH TERM

Political Science 119, 209 or 219
Library 412
Library 413
Library 414
Academic elective
Psychology 215 or lab science
Library 416
Library 419

*Students who have typing skills sufficient to demonstrate a corrected typing speed of 45 w.p.m. must take other college credit courses instead of Keyboarding and Word Processing 115/215.

Please consult with a counsellor when you are choosing Arts and Science courses as academic electives to be sure that your choices carry transfer credit.

***Library 118 (3)**

TECHNIQUES I

Cataloguing procedures, including choice of main and added entry-headings, descriptive cataloguing, and derivative cataloguing. **4:0:1**

***Library 120 (3)**

PHILOSOPHY AND FUNCTIONS

History of books and libraries, as well as current trends and issues in the library world. **4:0:0**

***Library 218 (3)**

TECHNIQUES II

Technical services, including selection aids and collection development, acquisitions, bibliographic searching, processing, circulation, serials control, government publications. **3:0:1**

***Library 219 (3)**

FIELD WORK I

Building of a local resources file through visits to libraries and related industries; the work place, including role of the library technician, dealing with conflict and the difficult patron, working in groups and committees. Two weeks of practicum follow the final examination period in April. A one-day class colloquium follows the practicum.

Prerequisites: At least two Library Techniques courses that may be taken concurrently. **0:0:11**

Library 315 (3)

NON-BOOK MATERIALS

Introduction to the handling, organization, and cataloguing of non-book materials including film, audio and video tape, pictures, pamphlets, etc.; basic selection, operation, and maintenance of audio-visual hardware; production of posters, displays and other materials. **3:0:2**

*Library 318 (3)

TECHNIQUES III

Theory and practice of subject analysis, learning to apply Library of Congress, Sears and other specialized subject headings, and to apply Library of Congress and Dewey classification numbers to library materials. **3:0:1**

Library 412 (1)

CHILDREN'S SERVICES

History, evaluation and acquisition of children's literature; library services to children, programming including puppeteering and story-telling. **1-1/2:0:0**

Library 413 (1)

INFORMATION HANDLING

Information storage and retrieval and special library services, including indexing, personal file structures, current awareness, search strategy and use of on-line databases, compilation of subject bibliographies. **1-1/2:0:2**

Library 414 (1)

PERSONNEL MANAGEMENT

Personnel Management and Small Library Management, including staff selection, supervision, motivation, and evaluation, library services, organizations and management styles. **1-1/2:0:0**

Library 416 (3)

READERS' SERVICES

Reference service, including basic tools in both print and electronic form, such as encyclopedias, dictionaries, almanacs, indexes, etc.; interlibrary loan; and dealing with reference queries and the public. **4:0:1**

Library 419 (3)

FIELD WORK II

— Graded S/U (See page 9)

Four weeks following the fourth term examinations gaining practical experience working in a library. A one-day class colloquium follows the practicum period. Evaluation is done by both the program coordinator and the library supervisor. **0:0:10**

Social Service Worker Program

This nine-month (September through May) Social Service Worker certificate program prepares you for employment at the beginning level in a variety of Health and Social Services agencies. The program provides intensive technical planning and focuses on the theory and practice of delivering basic social services. You take seven courses (some academic, some technical) each term. Practical skills — interviewing, report writing, eligibility assessing — are also emphasized. The College certificate is awarded when you have successfully completed the two four-month terms and the one five-week practicum. A co-ordinated Social Service Worker diploma is awarded to those who have also completed one year of academic studies at Langara (see page 18).

Employment opportunities for graduates of the Social Service Worker program vary from year to year because social services have been changing. The training prepares you to perform many social services which do not necessarily require professional social work training. Graduates have found employment with a number of agencies — Ministry of Social Services and Housing, hospital and rehabilitation centres, Indian Bands, courts, social recreation centres, and the Greater Vancouver Area Homemakers Association.

In addition to assisting professional social workers, graduates of the program assume independent responsibility for para-professional functions. Because of the nature of the work, however, employment opportunities for those under 21 years of age are severely limited. Some employing agencies may require job applicants to submit a criminal records check.

This program is neither designed for, nor recommended for you if you already hold a university degree(s). If you hold a degree(s) you would be advised to pursue social service courses offered by Continuing Education at both Langara Campus and the University of British Columbia, courses which are specifically designed for such applicants.

Admission Requirements:

In order to be admitted to the program:

- You must be mature and emotionally stable in dealing with a wide variety of people, many of whom are under considerable strain.
- You must provide evidence that you are physically and emotionally healthy and, therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.
- You must be in possession of a valid B.C. Driver's licence for manual gear shift cars.
- You must have a complete B.C. Grade 12 standing or its equivalent and evidence of good student potential. If you are a mature student who has less than academic standing you may be accepted, provided you can evidence the ability to handle College level academic work (in addition some written work will be requested at the time of the interview).
- You must have had recent experience in the social service field on either a paid or volunteer basis. You must also provide references certifying the experiences were successful.
- You should have a good knowledge of the English language and the ability to speak and write clearly and correctly.
- You must have a successful pre-admission interview conducted by the Program Admissions Committee.
- Your application will not be processed unless it is complete and is accompanied by the following documents:
 - Transcripts, if applicable
 - Proof of a valid B.C. Driver's Licence

Please see general requirements for enrolling for the first time in Career Programs, page 6.

FIRST TERM

English 127 or 128
History and Philosophy of Social Work 115
Social Problems 117
Economics 115
Psychology 115
Social Service Workshop 118
Social Service Field Work 129L

SECOND TERM

Social Service Worker 117
English 229 or 230
Family in Society 115
Psychology 215
Social Welfare Practice 115
Social Service Workshop 218
Social Service Field Work 129*
*NOTE: Five week practicum at the end of the program.

The following courses are restricted to students enrolled in the Program unless otherwise noted in the term schedule.

*Family in Society 115 (3)

A study of the family as a unit in society. The growth and development stages, expanding and contracting family with emphasis on the developmental roles and tasks of its members, including stress factors which affect the normal functioning. **3:1:0**

*History and Philosophy of Social Work 115 (3)

A historical study of social problems, concepts, and trends in Britain, Canada, and the United States. Emphasis is on the changing methods employed to meet changing needs. **3:1:0**

*Social Welfare Practice 115 (3)

A study of concepts and basic principles of working with people in a helping relationship, on an individual, group, and community basis within the structure of various agencies. **3:1:0**

*Social Problems 117 (3)

A study of special family and community problems, including areas such as one-parent families, poverty, housing, budgeting, illness, delinquency and placement of children. **3:1:0**

*Social Service Worker 117 (3)

A job oriented study of legislative policies and procedures pertaining to the assessment of eligibility for income maintenance programs and social support programs. The emphasis will be upon practical application. **2:0:1**

*Social Service Workshop 118 (3) and 218 (3)

A job oriented study of methods that you will use in various welfare tasks. Most sessions are related to field trips conducted throughout the program to give you a first-hand knowledge of the work of the various social work agencies. Workshop techniques include group discussions, demonstration sessions, role-playing, case studies, and student reports. **2:2:5**

*Social Service Workshop 129L (0) and 129 (6)

During each term, you are assigned to work in one selected agency on a weekly basis. These assignments involve approximately four hours per week, scheduled to meet the needs of each specific agency. At the end of the Certificate year, you are placed for five weeks supervised work in a social agency. Successful completion of field work is a Certificate requirement. **0:0:8**

*Community Services 195 (3) and 295 (3)

These numbers are reserved for Community Services courses that may be offered from time to time by:

- a) College Community Services Faculty who may wish to present a course in their specialty which may be of limited interest; or
- b) Visiting Community Services Lecturers.

Announcements regarding Community Services 195/295 offerings will be made in the term schedule.

Prerequisite will be announced by special bulletin.

Special Education Assistant Program

The Langara one year (two term) Special Education Assistant Certificate Program prepares students for a variety of para-professional duties in schools with an emphasis on working in special education settings. The program blends academic, theoretical and practical subject matter. Opportunities for applying theoretical material occur during two five week practicums in public schools and in special education situations. This field work is invaluable in exposing students to the realities of the job, and to potential employers. Those who complete the program plus one year of academic studies at Langara are entitled to both the Certificate and a Co-ordinated College Diploma. The program begins in September and continues to December for the first term, then starts again in early January and concludes in April.

Job Opportunities

With the advent of integrating children with special needs in the public school system, the need for para-professionals with skills in specific special education areas is apparent. A growing number of school districts in B.C. recognize the importance of support for classroom teachers in order to provide more individualized instruction. The Special Education Assistant performs a variety of para-professional duties:

- Implements, under the direction of the program teacher, individualized or group communication, life skills, behaviour management, work experience, adaptive physical education, pre-vocational and recreational programs.
- Assists in the modification of curriculum to suit the students' special needs.
- Attends and provides personal assistance to handicapped students in toileting, positioning, mobility, feeding, grooming and dressing.
- Transfers and assists students to/from wheelchairs & desks, work areas.
- Supervises and assists the students in bus transportation, and in travelling to and from the bus.
- Supervises students in a variety of community based activities.
- Performs other related work as required.

Successful Special Education Assistants have an aptitude for working with adults and with children, are patient, are interested in education, in learning, consider schools to be interesting and exciting places, and enjoy working in a world of rapidly changing ideas. The work is both stimulating and challenging.

The Special Education Assistant usually works a seven-hour day and a 10-month year, and is paid on an hourly, union-scale basis. Working conditions and fringe benefits are excellent. Because of the nature of the work, employment opportunities for those under 21 years of age and/or for those who are unable to undertake work requiring heavy lifting are severely limited. Some employing agencies may require job applicants to submit a criminal records check.

Admission Requirements

Since both the program and the job require serious investments both in time and in emotional energies, candidates are carefully screened. And, since facilities for instruction and for practicum placement are limited, minimum admission requirements do not guarantee acceptance into the program.

In order to be admitted to the program:

- You must be mature and emotionally stable in dealing with a wide variety of people.
- You must provide evidence that you are physically and emotionally healthy and, therefore, must have a medical examination during the three month period prior to entry in the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.
- You must have a successful interview conducted by the coordinator of the Program.
- You must have a complete B.C. Grade 12 standing or its equivalent and evidence of good student potential. Demonstrated ability at post-secondary coursework would be an asset. If you are a mature student who has less than academic standing you may be accepted, provided you can evidence the ability to handle College level academic work (in addition some written work will be requested at the time of the interview).
- You must have a good knowledge of the English language and the

ability to speak and read clearly and correctly. This is most important as young children are in the process of acquiring language.

- You must be eligible for admission to English 127.
- You should be able to demonstrate an understanding of the role and responsibilities of Special Education Assistants in the school setting. It would be helpful to have had experience in the special education field on either a paid or a volunteer basis with references certifying the experiences were successful.
- Your application will not be processed unless it is complete and is accompanied by the following documents.
 - Transcripts (if applicable)
 - Letters of Reference

Please see general requirements for enrolling for the first time in Career Programs, page 6.

FIRST TERM

Public Education 116
 Special Education 115
 Special Education Assistant Workshop 112
 Special Education Assistant Workshop 122
 Special Education Assistant Workshop 142
 Special Education Field Work 119
 English 127
 Psychology 324
 Elective(s):
 Deaf Signing (offered at King Edward Campus)
 or Geography 150 (or other)

SECOND TERM

Public Education 216
 Special Education 215
 Special Education Assistant Workshop 212
 Special Education Assistant Workshop 222
 Special Education Assistant Workshop 242
 Special Education Field Work 219
 Communication 115
 Elective(s):
 Deaf Signing (offered at King Edward Campus)
 or Geography 250 (or other)

The following courses are restricted to students enrolled in the Program.

*Special Education 115 (3) and 215 (3)

A core course which includes some developmental child psychology, approaches to the education of the exceptional child and an introduction to general education principles and the process of individualizing instruction. A workshop in the use of materials, equipment, kits, math aids and readers available in primary classrooms is included. Students build resource files of materials and equipment appropriate for use with children with special needs. Special Education 115 focuses on contact with and understanding of children in primary and elementary schools, while 215 emphasizes the study of adolescent psychology and the role of secondary schools in the education of exceptional children. A focus is also made on remediation and behaviour modification techniques for use by school personnel.

4:0:0

*Public Education 116 (2)

An introduction to the organization and administration of schools with emphasis upon the school and the community. The role of the Special Education Assistants in the classroom and their relationships with the other professional groups and constituencies involved is given as part of the preparation for the first practicum. A study of controversial issues in education is also undertaken.

2:0:0

1/2 term

*Public Education 216 (2)

This course covers more of the theoretical and philosophical material relating the school to society from both historical as well as contemporary perspectives. Some time is devoted to an examination of controversial issues in education. The Public Schools legislation is

examined in detail. Discipline and child management is examined from a variety of viewpoints.

2:0:0

1/2 term

*Special Education Assistant Fieldwork 119 (3) and 219 (3)

Graded S/U (See page 9)

During November and March you spend Monday, Tuesday and Wednesday mornings and all day Thursday, working in schools with teachers and students.

0:0:5

*Special Education Assistant Workshop 112 (1) and 212 (1)

a) ARTS AND CRAFTS FOR CHILDREN WITH SPECIAL NEEDS

General crafts, appropriate for children at different developmental levels; special emphasis on materials providing children with special needs with a means of self-expression, and taking into account adaptations for development lags, mental age, physical and emotional difficulties in children with special learning problems. (Learning disabled, brain injured, neurologically injured and mentally retarded.) Art therapy provides an overview of the utilization of children's spontaneous art as a setting for therapy.

b) CALLIGRAPHY AND PRIMARY PRINTING FOR SPECIAL EDUCATION ASSISTANT

Primary printing for teaching assistants; large and small lettering for classroom use. Blackboard skills, classroom illustrations, flash cards, setting up formats for presentation of work in individualized classroom programming, stencils, etc. Italic calligraphy (used in north shore schools), lettering and illumination for posters, art displays, bulletin boards, individualized readers, presentations, etc.

0:0:6

*Special Education Assistant Workshop 122 (1) and 222 (1)

THERAPEUTIC RECREATION FOR CHILDREN WITH SPECIAL NEEDS AND MUSIC THERAPY

Leisure activities for the physically handicapped. The theory of play. Remedial strategies for program use for school aged children with handicaps. Music therapy is an art allowing non-verbal communication to develop better mental, emotional and physical balance through creativity and self-expression in music and rhythm.

1:0:0

*Special Education Assistant Workshop 142 (1)

SCHOOL INFORMATION RESOURCES: LIBRARIES, LITERATURE, CURRICULA

Begins with a look at the school library as a resource, from the Dewey Decimal System and filing systems, to the role of the school librarian. Teacher/librarian cooperative planning and regular school curricula and Canadian children's literature are also examined.

1:0:1

*Special Education Assistant Workshop 242 (1)

SCHOOL INFORMATION RESOURCES: SPECIAL EDUCATION CURRICULA, TECHNICAL RESOURCES AND DEVICES

Examines published curricula used in special education. Students also gain a working knowledge of technical equipment and devices used in regular and special education settings including: Equipment in schools and district resource centres, computers and assistive devices.

1:0:1

FINE ARTS DEPARTMENT

Fine Arts Program

The Fine Arts Program provides two years of intensive study in Fine Arts. The uniqueness of the program is that it is transferable to universities and art schools in British Columbia, Canada and the U.S.A. The Fine Arts diploma offers a dual purpose to the prospective student: a) preparation leading toward advanced study at other Art institutions; and b) foundation training for employment opportunities.

The major program emphasis is on studio art with the opportunity to specialize in the second year. Students take two academic subjects with transferable university credit each year.

FULL-TIME STUDENTS: Students enrolled in the full program are given priority in all course selections.

PART-TIME STUDENTS: Depends on available space in a course. Part-time students will be accepted after all full-time students are placed and on the condition the part-time student takes drawing and design each term. Each part-time application is reviewed by the department.

Admission Requirements:

In order to be admitted to the program:

- you must have a complete B.C. grade 12 standing or its equivalent or be eligible for a Dean's Admission.
- must present a portfolio of art work indicating your area of interest and involvement in art.
- must have a successful interview with the faculty of the Fine Arts Department, at which time your portfolio will be assessed.
- application will not be fully processed until the following documents are received:
 - Transcript(s) of marks (if applicable).

You must pay a materials fee each term for basic supplies required and purchase a specific list of personal supplies/tools. In addition, Fine Art Field Trips are funded by the students.

NOTE: The number of Fine Art electives in the second year is dependent upon enrolment.

FIRST TERM

Drawing 118
 Design 118
 Painting 118
 Sculpture 118
 Ceramics 118
 English 127 or 128
 Art History 114

You must achieve a minimum of a "C" grade each semester in all studio courses to be eligible to register in any Fine Arts courses in the following semester. e.g. You must achieve a "C" in Painting 218 to register in Painting 318.

THIRD TERM

Drawing 318
 Design 318
 Art History 113
 *English elective
 2 electives chosen from the following Fine Art electives:
 Painting 318
 Printmaking 318
 Sculpture 318
 Ceramics 318

*The English elective may be chosen from the following second year English courses: English 323, 325, 326, 327, 424, 426.

SECOND TERM

Drawing 218
 Design 218
 Painting 218
 Sculpture 218
 Ceramics 218
 English 229 or 230
 Art History 214

FOURTH TERM

Drawing 418
 Design 418
 Art History 213
 *English elective
 2 electives chosen from the following Fine Art electives:
 Painting 418
 Printmaking 418
 Sculpture 418
 Ceramics 418

Note: English 325/327 will be timetabled for the Program and English 326/426 may only be chosen after consultation with the Fine Arts Department Chairman.

*Fine Arts and Applied Arts 195 (3) and 295 (3)

This number is reserved for Fine Arts and Applied Arts courses that may be offered from time to time by:

- a) College Fine Arts and Applied Arts Faculty who may wish to present a course in their specialty which may be of limited interest; or
- b) Visiting Fine Arts and Applied Arts Lecturers.

Announcements regarding Fine Arts and Applied Arts 195 and 295 offerings will be made in the Term Schedule.

Prerequisites will be announced by special bulletin.

2:0:4

NOTE: THE FOLLOWING STUDIO COURSES ARE RESTRICTED TO STUDENTS IN THE FINE ARTS PROGRAM.

*Ceramics 118 (3) and 218 (3)

This course deals with clays and simple glazes that could be found locally. It emphasizes techniques of hand building and kiln construction. The second term deals with clay and glaze theory, kilns, throwing on a wheel and decorating techniques.

Prerequisite: Ceramics 118 for Ceramics 218.

1:0:3

*Ceramics 318 (3) and 418 (3)

This course emphasizes creative expression with clay to enhance your artistic growth and development. Further development of wheel work and hand building skills.

Prerequisite: Ceramics 218 for Ceramics 318. Ceramics 318 for Ceramics 418.

1:1:2

*Design 118 (3) and 218 (3)

These courses acquaint you with the basic principles of design, stressing an awareness of colour, line, shape, form, texture, pattern, and space. Instruction and workshops involving various materials and techniques provide you with opportunities to recognize and use each of the design elements.

Prerequisite: Design 118 for Design 218.

1:0:3

*Design 318 (3) and 418 (3)

These advanced design courses emphasize the resynthesis of the design elements into a totality. You will study composition, abstraction, stylization and decoration in depth, and you will develop images and themes from personal observation, imagination, and exploration with pencil, ink and collage.

Prerequisite: Design 218 for Design 318. Design 318 for Design 418.

1:1:2

*Drawing 118 (3) and 218 (3)

The emphasis will be on drawing as a visual thinking process, as preparatory work for painting, sculpture, or printmaking, and as a complete and meaningful statement in itself. During the year, you will work with a variety of drawing media and from a wide range of subject possibilities.

Prerequisite: Drawing 118 for Drawing 218.

1:0:3

*Drawing 318 (3) and 418 (3)

Extension of the experience in Drawing 218. Emphasis is placed upon problems and media related to a personal form of expression.

Prerequisite: Drawing 218 for Drawing 318. Drawing 318 for Drawing 418.

1:1:2

*Painting 118 (3) and 218 (3)

Introduction to Painting through the exploration of various techniques, palettes, design elements and a study of aesthetic and

conceptual problems.

Prerequisite: Painting 118 for Painting 218.

1:0:3

***Painting 318 (3) and 418 (3)**

Extension of experience in painting from life, objects, and nature. Colour studies are based on abstract themes and ideas. You are encouraged to find your own individual form of expression.

Prerequisite: Painting 218 for Painting 318. Painting 318 for Painting 418.

1:1:2

***Printmaking 318 (3) and 418 (3)**

The aim of the program is to involve you in the discovery of ideas as well as simple printmaking techniques.

Prerequisite: Drawing 218 and Design 218.

Printmaking 318 for Printmaking 418.

1:1:2

***Sculpture 118 (3) and 218 (3)**

This course provides you with a sculptural experience as well as instructing you in sculptural skills. In the second term you explore materials while acquiring new skills as the need arises.

Prerequisite: Sculpture 118 for Sculpture 218.

1:0:3

***Sculpture 318 (3) and 418 (3)**

Courses in advanced sculpture to allow you to acquire further skills in the search for personal form and space.

Prerequisite: Sculpture 218 for Sculpture 318. Sculpture 318 for Sculpture 418.

1:1:2

NOTE: THE FOLLOWING STUDIO COURSES ARE OPEN TO ALL COLLEGE STUDENTS; THE FINE ARTS DEPARTMENT OFFERS ONLY A SELECTION IN ANY GIVEN TERM. These studies carry college credit.

***Ceramics 117 (2)**

A general survey of ceramics with practical use of methods to provide an experience in art.

1:0:2

***Design 117 (2)**

Instruction and workshop. Emphasis on aesthetic concepts and technical controls for effective use of basic elements and principles of design and colour in craft applications, painting, architecture, interior design, and for the enrichment of personal environment.

1:0:2

***General Drawing 117 (2)**

Basic course in drawing relating specific media to appropriate paper and introducing basic drawing problems such as perspective, still-life, etc.

1:0:2

***Life Drawing 217 (2)**

A course in elementary figure drawing, both nude and draped, which will include basic proportions, structure, simple anatomy, and the expression of form.

1:0:2

***Painting 117 (2)**

This course introduces form, shapes, illusion, mass, composition, colour, and design through the use of figures, still-lives, and abstractions. You will use various techniques: brushwork, pen and ink, wash drawing, etc.

1:0:2

***Photography as an Art 117 (2)**

An examination of photography as a medium of artistic expression including a brief history, a look at some of the current trends, and a discussion of how photography has influenced and shaped contemporary art.

1:1:1

***Sculpture 117 (2)**

A basic sculpture course in 3-dimensional design with emphasis on practice rather than theory.

1:0:2

NURSING DEPARTMENT

Nursing Program

The Nursing Program at Vancouver Community College, Langara Campus, provides a two-year diploma program leading to a career in nursing in the province of British Columbia. Upon completion of this program, you will be eligible to apply to the Registered Nurses Association of B.C. to write the registration examinations. You may obtain information as to eligibility to practice as a registered nurse from the Registrar, Registered Nurses' Association of British Columbia. Nurses from this program are eligible to apply for entrance into the third year of the Bachelor of Science in Nursing program at the University of British Columbia and the University of Victoria.

The Nursing Program includes selected general support courses which will complement nursing theory and practice thereby ensuring the nurse's ability to provide knowledgeable, safe and effective care. Upon completion of the program you will be able to function as a member of the health care team when given an orientation program and initial periodic direction by an experienced registered nurse or physician. Graduates of the program are prepared to function in general medical, surgical, paediatric, postpartum, newborn, and psychiatric settings.

Admission Requirements:

In order to be admitted to the program:

- You must possess a complete B.C. Grade XII standing (or equivalent), including Grade XI or Grade XII biology, chemistry, and mathematics. You must have an average of C+ or better in Grade XII (or equivalent) and a C+ grade in each of Grade XI biology, chemistry, and mathematics. Current licensure as a Practical Nurse in B.C. will be accepted in lieu of the Grade XI biology, chemistry, and mathematics.
- You must complete testing to verify your competency in mathematics and written and oral English. Scores on the Language Proficiency Index Nelson-Denny Reading Test, and a mathematics screening test are necessary before your application can be processed. You may need to take remedial English and/or mathematics courses prior to admission.
- You must have two satisfactory character references. These should be from:
 - a) secondary or post-secondary school counsellors or instructors if, you have been recently enrolled.
 - b) a previous nursing or career related school (e.g. orderly LPN), if you have attended such a school.
 - c) previous employers, if you have recently been employed.
- You may be required to complete a satisfactory selection interview.
- You must provide evidence that you are physically and emotionally healthy by undergoing a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT, WHICH WILL INCLUDE AN IMMUNIZATION FORM, WILL BE SENT TO YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF TENTATIVE ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICES AT LANGARA AND IMMUNIZATIONS MUST BE COMPLETED BEFORE PERMISSION TO REGISTER IS GRANTED.
- You must possess a current Standard First Aid Certificate (S.O.F.A.) and have successfully completed a CPR Basic Rescuer Level C course in the past year. Entrance into all clinical nursing courses requires annual updating of CPR.

Your application will not be processed unless all required prerequisites are complete together with necessary educational transcripts and documentation.

Please submit applications at least eight months prior to your anticipated enrolment date. The Nursing Department strongly encourages applicants to discuss with Counselling the possibility of completing some support courses prior to entry. Please see general requirements for enrolling for the first time in Career Programs, page 6.

The Nursing Program consists of the following six semesters.

FIRST TERM

Nursing 135
Nursing 138
Biology 121
Psychology 115
Pharmacology 115
English 127 or 128

SECOND TERM

Nursing 235
Nursing 238
Biology 221
Philosophy 105
Psychology 215

NOTE: Plans are underway to offer Biology 121 and Biology 221 to applicants who wish to take these prior to program entry (starting September, 1990).

NOTE: Plans are underway to make the following curriculum changes by September, 1990:

Semester I - P.E. 137 to be deleted
— add English 127 or 128

Semester II - (start January, 1991) add Philosophy 105

THIRD TERM

Nursing 325
Nursing 328
Nursing 345
Nursing 348
Biology 421
Pharmacology 215
*English elective

FOURTH TERM

Nursing 435
Nursing 438
Biology 321

FIFTH TERM

Nursing 535
Nursing 538

SIXTH TERM

Nursing 648

NOTE: English elective must be completed before applying to write R.N.'s. It is strongly recommended you have this completed prior to Semester V as clinical shift work may interfere with English class attendance.

ADVANCED PLACEMENT NURSING PROGRAM

This program is available for B.C. Licensed Practical Nurses and Registered Psychiatric Nurses (or those who are eligible for licensure/registration in B.C.). Entrance criteria for the program include five post-secondary courses and a mandatory Bridging course (Nursing 101), provided by the Langara Nursing Department. Placement upon completion of all prerequisites is into the third semester of the Langara Nursing Program.

*Nursing 135 (6)

Nursing 135 focuses on the concepts and principles related to the individual who is able to meet his needs, considering his phase of life cycle, heredity, environment, culture, and socio-economic status. Emphasis is placed on the nursing activity of maintenance and protection. Restoration, as a nursing activity is introduced. Learning experiences are provided in the classroom, laboratory and selected community agencies.

6:0:0

*Nursing 138 (4)

— Graded S/U (See page 9)

Nursing 138 focuses on the clinical application of the concepts and

principles presented in Nursing 135, providing learning experiences in the laboratory and selected long-term care and medical settings.

Prerequisites: Standard First Aid Certificate and current CPR (Level C)

0:0:11

*Nursing 235 (6)

Nursing 235 focuses on the concepts and principles related to the nursing care of the individual who is unable to meet his biopsychosocial needs. This course provides an introduction to the individual who is experiencing a health problem and deals more comprehensively with the individual who has a health problem with the need for protection. Emphasis is placed on the nursing activities of maintenance, protection and restoration. Learning experiences are provided in classroom, laboratory and selected community agencies.

Prerequisites: Nursing 135 and 138, Biology 121, Psychology 115, and Pharmacology 115.

6:0:0

*Nursing 238 (5)

— Graded S/U (See page 9)

Nursing 238 focuses on the clinical application of the concepts and principles presented in Nursing 235, providing learning experiences in the laboratory and adult medical surgical settings.

Prerequisites: Nursing 135 and 138, Biology 121, Psychology 115, Pharmacology 115 and current CPR (Level C).

0:0:16

*Nursing 325 (3)

Nursing 325 focuses on the concepts and principles related to the Nursing care of individuals who are unable to meet their need for sexuality. It emphasizes the nursing activities of maintenance, protection and restoration, providing learning experiences in the classroom, laboratory and/or community agencies. This is a half-term course.

Prerequisites: Nursing 235 and 238, Biology 221, Psychology 215.

6:0:0

1/2 term

*Nursing 328 (3)

— Graded S/U (See page 9)

Nursing 328 focuses on the clinical application of the concepts and principles presented in Nursing 325, providing learning experiences in the laboratory, and maternity settings. This is a half-term course.

Prerequisites: Nursing 235 and 238, Biology 221, Psychology 215 and current CPR (Level C).

0:0:18

1/2 term

*Nursing 345 (3)

Nursing 345 focuses on the concepts and principles related to the nursing care of the individual who is unable to meet his need for security. It emphasizes the nursing activities of maintenance, protection, and restoration, providing learning experiences in the classroom, laboratory and/or community agencies. This is a half-term course.

Prerequisites: Nursing 235 and 238, Biology 221 and Psychology 215.

7:0:0

1/2 term

*Nursing 348 (3)

— Graded S/U (See page 9)

Nursing 348 focuses on the clinical application of the concepts and principles presented in Nursing 345, providing learning experiences in the laboratory and psychiatric settings.

Prerequisites: Nursing 235 and 238, Biology 221, Psychology 215 and current CPR (Level C).

0:0:18

1/2 term

***Nursing 435 (6)**

Nursing 435 focuses on the concepts and principles related to the nursing care of the individual who is unable to meet his needs for nutrition, elimination and protection. It emphasizes the nursing activities of maintenance, protection, and restoration, providing learning experiences in the classroom, laboratory, and community agencies.

Prerequisites: Nursing 325/345 and 328/348, Biology 421, and Pharmacology 215. **6:0:0**

***Nursing 438 (7)**

— Graded S/U (See page 9)

Nursing 438 focuses on the application of the concepts and principles presented in Nursing 435, providing learning experiences in the laboratory and adult medical surgical settings.

Prerequisites: Nursing 325/345 and 328/348, Biology 421, Pharmacology 215 and current CPR (Level C). **0:0:20**

***Nursing 535 (6)**

Nursing 535 focuses on the concepts and principles related to the nursing care of the individual who is unable to meet his needs for activity and oxygen. It emphasizes the nursing activities of maintenance, protection, and restoration, providing learning experiences in the classroom, laboratory, and community agencies.

Prerequisites: Nursing 435 and 438, and Biology 321. **6:0:0**

***Nursing 538 (8)**

— Graded S/U (See page 9)

Nursing 538 focuses on the clinical application of the concepts and principles presented in Nursing 535, providing learning experiences in the laboratory and in paediatric and adult medical surgical settings.

Prerequisites: Nursing 435 and 438, Biology 321 and current CPR (Level C). **0:0:24**

***Nursing 648 (15)**

— Graded S/U (See page 9)

Nursing 648 focuses on the clinical application of concepts and principles presented in all previous nursing courses. It gives special attention to developing skills in organizing group care, providing learning experiences in a variety of clinical settings.

Prerequisites: Nursing 535 and 538 and current CPR (Level C). **0:2:32**

***Nursing 101 (3)**

— Graded S/U (See page 9)

Nursing 101 may be offered from time to time to facilitate the advanced placement into the Nursing Program of B.C. Licensed Practical Nurses and Registered Psychiatric Nurses (of those who are eligible for licensure/registration in British Columbia). For further information contact the Counselling Department. **6:0:1**

***Nursing 195 (3) and 295 (3)**

These numbers are reserved for Nursing courses that may be offered from time to time by:

- College Nursing Faculty who may wish to present a course in their specialty which may be of limited interest; or
- Visiting Nursing Lecturers.

Announcements regarding 195/295 offerings will be made by Calendar supplement. Prerequisites will be announced by special bulletin.

***Pharmacology 115 (1)**

Upon completion of Pharmacology 115, you will be able to apply the principles of basic mathematics to the calculation of oral and injectable medication dosages. The course focuses on your ability to consistently calculate medication dosages with a high level of accuracy. **1:0:0**

***Pharmacology 215 (3)**

This course for nursing students will provide a working knowledge of the basic drug classifications, the physiology of drug actions, major drug and food interactions, major side and toxic effects, and nursing implications of drug administrations.

Prerequisites: Pharmacology 115, and Biology 121 and 221. **3:1:0**

PHYSICAL EDUCATION AND RECREATION DEPARTMENT

The Physical Education and Recreation Department now offers a number of certificate and diploma programs — and a variety of courses designed to meet the different needs of the student population. In addition to the College courses in Physical Education and Recreation listed in this calendar, there are extensive extracurricular recreational opportunities for students through Intramurals, Athletics and free facility times. Individual day lockers, shower facilities, and towel service are available.

Academic Studies Exercise Science Diploma

This diploma is primarily intended for those seeking to complete two years of university transfer course work towards a degree in Kinesiology, Physical Education, or other studies that focus on health, fitness and exercise. Specific courses would be determined by the program of the particular university one is planning to transfer to.

Requirements: A student must complete a minimum of 63 credit hours including

- at least 6 credit hours in English
- 21 credit hours of specific Physical Education Theory including Physical Education 162, 163, 164, 165, 265, 291 and 391
- 3 to 6 credit hours of Physical Education and/or Recreation Performance Courses (numbered 130 to 159)

A Program Example

FIRST TERM

English 127 or 128
Academic Elective
Physical Education 156
Physical Education 162
Physical Education 163
One Physical Education or Recreation Movement Skills Elective

- at least 24 credit hours of non PE/REC Electives
- 6 to 12 credit hours selected from (a) Physical Education 171 and/or Physical Education 195 and (b) Physical Education 264 and/or Physical Education 295
- Physical Education 156

SECOND TERM

English 229 or 230
Academic Elective
Physical Education 164
Physical Education 165
Physical Education Team Sport Elective
Physical Education or Recreation Individual or Dual Sport Elective

THIRD TERM

Academic Elective
Academic Elective
Academic Elective
Physical Education 171 or Physical Education 195
Physical Education 265
Physical Education 291

FOURTH TERM

Academic Elective
Academic Elective
Academic Elective
Physical Education 264 or 295
Physical Education 391
Physical Education or Recreation Elective

Leisure Studies Diploma

This diploma is primarily intended for those seeking to complete two years of university transfer course work towards a degree in Leisure Studies and/or Recreation. Specific courses would be determined by the program of the particular university one is planning to transfer to.

Requirements: A student must complete a minimum of 60 credit hours including

- 6 credit hours from Recreation 160 and 260
- 9 to 12 credit hours from Physical Education, Recreation, and/or Academic Electives
- 6 credit hours from other Recreation Theory Courses (numbered 161 to 471)

A Program Example

FIRST TERM

Recreation 160
Physical Education or Recreation or Academic Elective
Academic Elective
Psychology 115
English 127 or 128
1 Physical Education or Recreation Elective

THIRD TERM

Recreation 260
Physical Education or Recreation or Academic Elective
2 Academic Electives
Sociology 120
1 Physical Education or Recreation Elective

- at least 12 credit hours from the Social Sciences
- at least 24 credit hours from non PE/REC Electives including at least 6 credits in English.

SECOND TERM

Recreation Theory Elective (Courses numbered 161 to 471)
Physical Education or Recreation or Academic Elective
Academic Elective
Psychology 215
English 229 or 230
1 Physical Education or Elective

FOURTH TERM

Recreation Theory Elective (Courses numbered 161 to 471)
Physical Education or Recreation or Academic Elective
2 Academic Electives
Sociology 121
1 Physical Education or Elective

Physical Education Diploma

This diploma is primarily intended for those seeking to complete two years of university transfer course work towards a degree in Physical Education (or Teacher Preparation). Specific courses would be determined by the program of the particular university one is planning to transfer to.

Requirements: A student must complete a minimum of 60 credit hours including:

- at least 6 credit hours from English
- 6 to 16 credit hours of Physical Education and/or Recreation Performance Courses (numbered 130 to 159)

- 9 to 36 credit hours of Physical Education Theory Courses (numbered 160 or higher)
- at least 30 credit hours from non PE/REC Electives

A Program Example

FIRST TERM

English 127 or 128
2 Academic Electives
Physical Education 161 + 163
Physical Education or Recreation
Performance Course

SECOND TERM

English 229 or 230
2 Academic Electives
Physical Education 162, 164 + 165
*Physical Education or Recreation
Performance Course

THIRD TERM

3 Academic Electives
Physical Education 261, and 291
Physical Education or Recreation Performance Course

FOURTH TERM

3 Academic Electives
Physical Education 264, 265 and 391
*Physical Education or Recreation Performance Course

***Note:** Students who are academically capable may take additional Performance Courses (e.g. 7 courses in total in a term) in order to (a) extend one's personal skills and competencies, (b) achieve coaching or other certifications and/or (c) prepare for UBC's tests in performance skills.

CAREER DIPLOMAS

Recreation Facilities Management Program

This program has been designed to appeal to students who have a predominant interest in the operation and management of recreational facilities. Aptitude for and appreciation of sports and leisure activities is both desirable and necessary, but a keen interest in effectively dealing with people, programs, budgets and physical plant operations is essential. The program includes courses in accounting, food and beverage operations, physical plant maintenance, and recreation programming and philosophy. Practical work, both in classes and in the field, is an integral part of the program.

There is a need for trained people able to work in the public, private, and commercial sectors focusing on the operation and management of a wide range of recreational facilities.

Admission Requirements

In order to be admitted to the program:

- You must evidence good health and emotional maturity.
- You must have a complete B.C. Grade XII standing or its equivalent and evidence good student potential. Some mature students may qualify for Dean's Admission under the college admission policy if you meet the other admission requirements.
- You must submit proof of a medical examination indicating good health status during the three month period prior to entry into the program. **YOUR PHYSICIAN MUST SUBMIT THE REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICES AT THE COLLEGE BEFORE FINAL ACCEPTANCE AND PERMISSION TO REGISTER ARE GRANTED.**
- You must submit a written application including your statement of philosophy of recreation, four to six letters of reference, and other pertinent information requested specifically relating to items 6 to 8 below. You must use the specific application form and guidelines provided by Student Services.
- You must have an interview conducted by a team of program faculty.

- You must evidence clear understanding of the program, its focus, its intent, and evidence career goals compatible with those of the program.
- You must evidence interest and abilities in working in a variety of recreation facilities such as clubs, golf facilities, health spas, aquatic centres, indoor winter sports centres, racquet facilities, ski resorts and leisure centres, as well as being receptive to learning situations that may not be within your current experience base.
- You must have Algebra 11, Physics 11; (or approval of the Coordinator)

Your application will not be processed until the following documents are received:

Transcript (if applicable)
Letters of reference

Please see general requirements for enrolling for the first time in Career Programs, page 6.

FIRST TERM

Recreation 170
Recreation 160
Communication 118
Computer Information Systems 212
Mathematics 115
Physics 109

THIRD TERM

Recreation 168
Recreation 261
Accounting 116
Business Procedures 115
Personnel Management 115
Approved Elective

SECOND TERM*

Recreation 270
Recreation 271
Recreation 272
Recreation 273

FOURTH TERM

Recreation 269
Recreation 469
Recreation 470
Recreation 471

***NOTE:** Owing to the specific nature, location and scheduling of courses in the SECOND TERM, the duration of instruction, subject to change, is 20 weeks, January to the middle of May.

Recreation Leadership Program

This program trains you in recreation work at the para-professional level. It develops the techniques of recreation leadership with broad application to the field, while providing opportunities for you to pursue a specific area of interest in such leadership. The program includes courses in recreational activities, leadership and programming theory, human relationships, and administrative procedures at the technician's level. Practical work, both in classes and in the field, is an integral part of the program.

There is a need for technically trained persons in the broad range of programs conducted by municipal recreation and parks departments, community centres, Boys and Girls' Clubs, Y.M.C.A.'s, Y.W.C.A.'s, Rehabilitation Centres, and other organizations providing recreation and other leisure related opportunities for people of all ages and with widely varied interests.

Admission Requirements

In order to be admitted to the program:

- You must have a complete B.C. Grade XII standing or its equivalent and evidence good student potential. Some mature students may qualify for Dean's Admission under the college admission policy if you meet the other admission requirements.
- You must provide evidence that you are physically and emotionally healthy and, therefore, must have a medical examination during the three month period prior to entry into the program. A MEDICAL FORM FOR THIS REPORT WILL BE SENT TO

YOU BY THE COLLEGE, ALONG WITH YOUR LETTER OF ACCEPTANCE. YOUR PHYSICIAN MUST SUBMIT THIS REPORT DIRECTLY TO THE COLLEGE HEALTH SERVICE AT LANGARA BEFORE PERMISSION TO REGISTER IS GRANTED.

- You must submit a written application including your statement of philosophy of recreation, four to six letters of reference, and other pertinent information requested specifically relating to items 6-8 below. You must use the specific application form and guidelines provided by Student Services.
- You must have an interview conducted by a team of program faculty.
- You must evidence a clear understanding of the program, its focus, its intent, and evidence career goals compatible with those of the program.
- You must evidence interest and abilities in leadership situations involving people of various ages and with varied abilities.
- You must evidence considerable previous participation in at least one area of interest such as sports and games, creative arts, social recreation, outdoor recreation, therapeutic recreation, or facility maintenance and management, as well as being receptive to learning and leadership situations that may not be within your current recreation experiences.

Your application will not be processed until the following documents are received:

Transcript (if applicable)
Letters of Reference

Please see general requirements for enrolling for the first time in Career Programs, page 6.

FIRST TERM

Recreation 160
Recreation 169
Physical Education 167
English 127
Psychology 115
**Physical Education or Recreation Elective

THIRD TERM

Recreation 260
Recreation 268
Recreation 361
Recreation 379
Business Procedures 115
Computer Information Systems 212
**Physical Education or Recreation Elective

**The Electives marked above with a double asterisk are subject to approval by the Department.

CAREER CERTIFICATES Recreation Facilities Management Post Diploma Certificate Program

This program provides graduates from VCC Langara's Recreation Leadership Diploma Program (or any other similar post-secondary diploma program) with a greater knowledge in Recreation Facilities Management in order to increase the employment potential of graduates within the recreation field, prepare graduates for more rapid advancement in this field and to enhance the academic advancement of graduates wishing to further their careers through professional studies.

SECOND TERM

Recreation 165
Recreation 168
Recreation 261
English 229 or 230
Psychology 215
**Physical Education or Recreation Elective

FOURTH TERM

Recreation Internship 479

Admission Requirements

Graduation from the Langara Recreation Leadership Diploma program or equivalent post secondary diploma program.

Notes:

1. Applicants should have taken Recreation 170 as one of the Electives in the Recreation Leadership program of studies.
2. This post diploma Certificate Program requires three terms of study in the specific sequence of (1) Spring Term, (2) Fall Term and then (3) Spring Term.
3. There are limited spaces in this program depending on available seats in any term's course offerings.

FIRST (SPRING) TERM

Recreation 270
Recreation 271
Recreation 272
Recreation 273

SECOND (FALL) TERM

Mathematics 115
Physics 109
Accounting 116
Personnel Management 115
**Physical Education or Recreation Elective
**Physical Education or Recreation Elective

THIRD (SPRING) TERM

Recreation 470
Recreation 471
Recreation 469 Field Placement

**The electives marked above with a double asterisk are subject to approval by the Department.

Recreation Leadership Post Diploma Certificate Program

This program provides graduates from V.C.C. Langara's Recreation Facilities Management Diploma Program (or any other similar post secondary diploma program) with the opportunity to increase employment potential within the Recreation Field, to prepare for more rapid advancement in this field, and/or to enhance academic advancement through professional studies.

Admission Requirements

Graduation from the Langara Recreation Facilities Management Diploma Program — or equivalent post secondary diploma program

Notes:

1. This post diploma Certificate Program requires two terms of study in the specific sequence of (1) Fall Term, then (2) Spring Term.
2. There are limited spaces in this program, depending on available seats in any term's course offerings.

FIRST (FALL) TERM

Recreation 165
Recreation 169
Recreation 260
Recreation 268
Physical Education 167
Recreation 379

SECOND (SPRING) TERM

Recreation 479

Physical Education and Recreation Courses

Each of the following areas of instruction, and their courses, apply to specific college programs of study.

Service Program Activity Courses

The following courses provide opportunities for healthful and enjoyable recreation for all College students, regardless of their program of studies. You may enrol in one service program activity course in each term, as part of your total program. You are also urged to utilize Intramural Activities and Intercollegiate Athletics for recreational

activity to balance your academic work. Service Program Activity Courses carry College credit only.

All courses may not be offered in any given term. Regular attendance and participation are essential course requirements.

*Physical Education 112 (1)

PHYSICAL FITNESS — Graded (S/U) (See page 9)

An introduction to personal physical fitness development. Although the course is principally geared to mild but continuous and progressive exercise, there will also be opportunity for higher levels of performance. Some individual fitness testing is conducted to indicate personal fitness levels and place you in the appropriate programs. Grading is based mainly on attendance and participation. **0:0:2**

*Physical Education 113 (1)

GOLF — Graded S/U (See page 9)

This course provides you with opportunities for developing your golf skills at a variety of levels. There are some visits to pitch and putt and regulation golf courses. You must bear the cost for such optional visits yourself. Grading is based mainly on attendance and participation. **0:0:2**

*Physical Education 114 (1)

BADMINTON — Graded S/U (See page 9)

This course provides instruction in badminton skills, knowledge, tactics, strategies, and game courtesies at the beginner and advanced levels, offering in class tournaments and Intramural competitions to help you improve your playing skills. Grading is based mainly on attendance and participation. **0:0:2**

*Physical Education 116 (1)

SWIMMING — Graded S/U (See page 9)

This course provides opportunities for developing your swimming skills at a variety of levels in a nearby pool. You may elect to attempt C.R.C.S. or R.L.S.S. proficiency awards where feasible. Grading is based mainly on attendance and participation. **0:0:2**

*Physical Education 124 (1)

TENNIS — Graded S/U (See page 9)

This course provides instruction in tennis skills at the beginner level, offering in class tournaments and Intramural competitions near the end of the term. Grading is based mainly on attendance and participation. **0:0:2**

*Physical Education 125 (1)

LIFETIME ACTIVITIES
— Graded S/U (See page 9)

This course provides opportunities for the learning of and participation in, a variety of recreational activities that you can enjoy as an individual or in a group. You may choose to emphasize participation in one activity or choose from a number of activities wherever possible. Grading is based mainly on attendance and participation. **0:0:2**

Professional Performance Courses

The following courses are for students who are considering a career in Physical Education and/or Recreation through the Recreation Leadership Career Program or through a university transfer program. Each of the following activity courses has considerable theory dealing with leadership and teaching methodology.

If you are specializing in Physical Education and/or Recreation, you may count up to four credit hours of Professional Activity courses for

a University Transfer Program each term and up to six credit hours of Professional Activity courses for the Recreation Leadership Diploma each term. You should plan your program with the Counselling Department and Physical Education and Recreation Faculty. Required courses for students enrolled in certain career programs are arranged within the respective departments.

(a) Recreation Performance Courses

▲ *Recreation 130 (3)

INTRODUCTION TO DANCE

A composite course in ballroom, folk, and square dancing with emphasis upon fundamentals of dance, application, and roles of dance in physical education and recreation programs. The course also stresses organization and presentation techniques for the teaching of dance. 1:0:3

▲ *Recreation 131 (3)

BALLROOM DANCING

Figures and techniques of waltz, fox-trot, swing, samba, and tango with emphasis upon teaching methods for beginning and advanced ballroom dance skills. 1:0:3

▲ *Recreation 134 (3)

CONTEMPORARY DANCE

Introductory study of movement as a communicative art. Movement analysis, dance techniques, composition, drama improvisations, and directive methods. 1:0:3

(b) Physical Education Performance Courses

▲ *Physical Education 133 (3)

GOLF

A basic course covering the development of skills in all phases of the game, comprehension of rules, etiquette, and terminology, application and roles of golf in physical education and recreation programs, and the development of teaching techniques. 1:0:3

▲ *Physical Education 134 (3)

TENNIS

Instruction in the basic skills, strokes, rules, etiquette, and tactics. Emphasis on an application of biomechanical principles in stroke analysis and development of a variety of teaching methods. 1:0:3

▲ *Physical Education 137 (3)

HEALTH AND EFFECTIVE LIVING

This course is primarily for Nursing students. It develops an understanding of the physiological adaptations of the body to physical activity and explains the procedures for assessing personal fitness. You will have an opportunity to participate in a variety of fitness programs and recreational activities to attain and/or maintain your desired fitness level. 2:0:2

▲ *Physical Education 140 (3)

TRACK AND FIELD

The fundamentals of various track and field events, teaching and coaching methods. Integrated with Level I Technical requirements of National Coaching Certification Program. 2:0:2

▲ *Physical Education 142 (3)

SOCCER

Instruction in the basic skills, rules, tactics, teaching methods, coaching techniques, and training techniques of Soccer. 2:0:2

▲ *Physical Education 144 (3)

BADMINTON

Instruction in the basic skills, strokes, rules, scoring, strategy, systems, and game courtesies. Singles and doubles tournaments will be conducted. Emphasis is on skills development and teaching techniques. Includes National Coaching Certification Program Level I Technical Certification. 2:0:2

▲ *Physical Education 145 (3)

BASKETBALL

Fundamentals, basic drills, simple offensive tactics, team offense and defence, rules, practice organization, teaching techniques, coaching and officiating techniques. Some sections offer National Coaching Certification Program Level I Technical Certification. 2:0:2

▲ *Physical Education 146 (2)

FIELD HOCKEY

Instruction in the basic skills, rules, tactics, teaching methods, coaching techniques, and training techniques of field hockey. 1:0:2

▲ *Physical Education 147 (3)

VOLLEYBALL

Basic skills, rules, team tactics (offensive and defensive), teaching, coaching, and officiating techniques. 2:0:2

▲ *Physical Education 151 (3)

EDUCATIONAL GYMNASTICS

Instruction through an individualized approach to movement learning, utilizing floor and apparatus activities. Emphasis is on teaching methods, curriculum analysis, and versatility of instructional environments. 2:0:2

▲ Physical Education 152 (3)

ARTISTIC GYMNASTICS

Instruction in skills development, progressions, and competency levels utilizing trampoline, tumbling, floor exercises, rings, pommel horse, parallel bars, vaulting and high bar apparatus. Emphasis is upon performance skills and instructional and safety techniques. 2:0:2

▲ *Physical Education 156 (3)

AQUATICS I

This course emphasizes practical swimming ability and life saving skills and theory through coverage of both the Red Cross White Level Award and the R.L.S.S. Bronze Medallion Award. Introduction to all other aspects of aquatics such as competitive, synchronized and recreational swimming as well. You must attain the Red Cross White Level for successful completion of the course. 2:0:2

Professional Theory Courses

The following courses are intended only for those students who are considering a career in Physical Education and/or Recreation through the Recreation Facilities Management Program, the Recreation Leadership Career Program, or through a university transfer program. All courses are not offered each term and you should consult the Counselling Department and the Physical Education and Recreation Faculty when you are planning your program.

(a) Recreation Theory Courses

▲ *Recreation 160 (3)

FOUNDATIONS OF RECREATION

An introduction to recreational philosophy, ethics, standards, organization, and programs. 3:1:0

▲ *Recreation 161 (3)

INTRODUCTION TO LEISURE STUDIES

This course encourages the study of the phenomenon of leisure in contemporary industrial societies. It explores the socio-historical context of leisure as an aspect of culture with consideration of the significance and characteristics of leisure and leisure's relationships to other aspects of social life. A theoretical background is developed which is necessary for the implementation concerns of recreation policy and practice. 3:1:0

▲ *Recreation 164 (3)

RECREATION ENVIRONMENTS AND RESOURCE PLANNING

An introduction to planning, designing and managing parks and playgrounds. The focus is on urban and non-urban open spaces. Emphasis is on area development, programming and leadership as related to the leisure pursuits of various age groups. 3:1:0

▲ *Recreation 165 (3)

SURVEY OF THERAPEUTIC RECREATION

Introduction to the history, philosophy, objectives, and scope of Therapeutic Recreation. Analysis of the etiology, symptoms, and prognosis of a variety of physical, mental, behavioral, social, and sensory disabilities. Familiarization with recreational and leisure services available. 3:1:2

▲ *Recreation 166 (3)

THERAPEUTIC RECREATION LEADERSHIP

Analysis and application of the principles and techniques used in preparation, delivery, and evaluation of programs. Emphasis placed on adaptation of activities, facility, equipment, and materials, behaviour controls. View to future developments. 3:1:2

▲ *Recreation 167 (3)

CAMP PROGRAMS AND ADMINISTRATION

Philosophy and practices of the various camping organizations and camp programs. Emphasis is on camp leadership and future developments in this field. 3:1:0

▲ *Recreation 168 (3)

RECREATION PROGRAM PLANNING

An introduction to the principles of planning, implementing, and evaluating recreation programs. Services through the application of a rational planning process involving needs assessment, developing objectives, program design models, implementation strategies and evaluation techniques. 3:1:0

▲ *Recreation 169 (3)

OUTDOOR RECREATION I

The study of a variety of natural settings as potential recreation resources and analysis of outdoor pursuits in these environments. Development of outdoor recreation skills and exploration of the natural environment within the urban, rural and wilderness context. Emphasis is placed on prevention of injuries such as hypothermia and hyperthermia.

Leadership and programming methods are explored. Participation in a field school is a required component of the course. 3:1:2

*Recreation 170 (3)

RECREATION FACILITIES MANAGEMENT FUNDAMENTALS

An introduction to the theory, process and application of recreation and leisure services management with specific reference to facility operations. 3:1:0

*Physical Education and Recreation 195 (3) and 295 (3)

These numbers are reserved for Physical Education and Recreation courses that may be offered from time to time by:

- College Physical Education and Recreation Faculty who may wish to present a course in their specialty which may be of limited interest; or
- Visiting Physical Education and Recreation Lecturers.

Announcements regarding Physical Education and Recreation 195 offerings will be made by Calendar Supplement.

Prerequisites will be announced by special bulletin. 3:1:0

▲ *Recreation 260 (3)

CULTURE, ARTS AND HERITAGE IN LEISURE SERVICES

This course explores the nature of, and values associated with Culture, the Arts and Heritage in Leisure Services. The relationships and responsibilities of recreation organizations, and of leadership personnel, to the provision and/or facilitation of cultural opportunities will be a primary focus. 3:1:0

▲ *Recreation 261 (3)

LEADERSHIP AND GROUP PROCESSES

An introduction to individual and group interaction, communication and leadership techniques including cognitive, affective and performance competencies, time management, verbal/non verbal communication, conducting meetings, and interviewing techniques. 3:1:0

▲ *Recreation 268 (3)

LEISURE SERVICES SYSTEMS PLANNING

An analysis of selected trends and issues in the provision of recreation and leisure services in the public, private, commercial and shared sectors including resource allocation, political structures and linkages, and entrepreneurial opportunities

Prerequisite: Recreation 168 or instructor's permission. 3:1:0

▲ *Recreation 269 (3)

OUTDOOR RECREATION II

The development of skills, knowledge and appreciation of natural resources for outdoor recreation in winter and alpine environments involving coastal and interior situations. Emphasis is placed on prevention of injuries such as hypothermia and hyperthermia. Participation in a Field School is a required component of the course. 3:1:2

*Recreation 270 (3)

RECREATION FACILITIES MAINTENANCE

An overview of legal liability, labour-management relations and staffing for efficient maintenance of recreation facilities. Includes field trips and observation projects.

Prerequisite: Recreation 170 or approval of co-ordinator. 2:0:4

*Recreation 271 (4)

FOOD AND BEVERAGE OPERATIONS

An introduction to the planning, purchasing, preparation and presentation of food and beverage services including health regulations, equipment layout and administrative requirements. 3:0:2

***Recreation 272 (7)**

BUILDING AND LANDSCAPE CONSTRUCTION AND SERVICES

Functional analysis of space planning, use of materials, maintenance concerns, and principles of plumbing, heating and ventilating.

Prerequisite: Recreation 170 or approval of co-ordinator. **6:0:4**

***Recreation 273 (7)**

PHYSICAL PLANT OPERATIONS

The performance, operating principles and application of selected mechanical systems and equipment including air-conditioning, refrigeration and artificial ice installations, swimming pools, fire protection systems, boilers, pumps and fans.

Prerequisite: Recreation 170 or approval of co-ordinator. **6:0:4**

▲ *Recreation 361 (3)

LEADERSHIP DYNAMICS

An analysis of leadership theories and their application to selected aspects of management and supervision including decision making, problem solving, risk taking, conflict resolution and volunteer/staff well-being.

Prerequisite: Recreation 261 or instructor's permission **3:1:0**

***Recreation 379 (0)**

RECREATION INTERNSHIP COLLOQUIUM

This non-credit "colloquium" is required of Term 3 Recreation Leadership Students in order to initiate, co-ordinate and complete internship opportunities for Term 4 placements. **0:2:0**

***Recreation 469 (9)**

RECREATION FACILITIES PLACEMENTS

Approved field placements during the fourth term in various community, public, private and commercial facilities. Course requirements include specific projects and seminars (see Placement Manual). **1:2:21**

***Recreation 470 (3)**

RECREATION FACILITIES TRENDS AND ISSUES

Readings on and investigation of selected trends and issues in facility operations and management. **3:1:0**

***Recreation 471 (3)**

MARKETING FOR RECREATION

A study of basic marketing functions, market research, consumer motivation and marketing strategies applied to the recreation and leisure service field. **3:1:0**

***Recreation 479 (15)**

RECREATION INTERNSHIP

— Graded S/U (See page 9)

Approved field work assignments during the fourth term in recreation settings in the community. Field work training will consist of a twelve week practicum preceded by a one week orientation period and a final one week of evaluation. Course requirements will include specific assignments and seminars (see Internship Manual). Requires full Term 4 Community Recreation Leadership Diploma standing. Internship placement seminars will be held in the prior term. **1:4:30**

(b) Physical Education Theory Courses

▲ *Physical Education 161 (3)

INTRODUCTION TO THE STUDY OF SPORT, LEISURE AND PHYSICAL EDUCATION

An introduction to the study of sport, leisure and physical education which explores the history and development, the classifications for leisure, play, games, contests, dance, sports and physical education curriculums. **3:1:0**

▲ *Physical Education 162 (3)

CONDITIONING FOR SPORT AND PHYSICAL ACTIVITY

Physical fitness and exercise; conditioning methods, exercise techniques, and fitness appraisal. **2:0:2**

▲ *Physical Education 163 (3)

BIODYNAMICS OF PHYSICAL ACTIVITY

An introductory examination of the mechanical, anatomical, and physiological basis of human physical performance. **2:0:2**

▲ *Physical Education 164 (3)

DYNAMICS OF MOTOR SKILL ACQUISITION

An introductory examination of motor skill acquisition, the variables which influence the learning and performance of motor skills, and the relationship between skill acquisition and growth and development. **3:1:0**

▲ *Physical Education 165 (3)

ANALYSIS OF MOVEMENT IN INDIVIDUAL SPORT AND DANCE

Analysis and appreciation of movement patterns in sport and dance, through application of sport science principles. **2:0:2**

▲ *Physical Education 166 (3)

TEACHING CHILDREN'S DANCE

Techniques and considerations for presenting Dance to children as an enjoyable learning experience. **2:0:2**

▲ *Physical Education 167 (3)

ACTIVE PLAY

Theoretical aspects of play, influences of values, interest, outcomes, including sex and age, upon play. Participation in, and development of, a repertoire of games, contests and relays. Teaching methods and procedures, and their application to school physical education programs and community recreation programs. **2:0:2**

▲ *Physical Education 171 (3)

INTRODUCTION TO SPORTS MEDICINE

Etiology of common exercise and sport injuries with an emphasis on prevention, evaluation, management and rehabilitation. Consideration of current issues and developments in Sports Medicine. Class presentations include both theory and practical learning experiences. **2:0:2**

▲ *Physical Education 261 (3)

LEISURE AND SPORT IN CANADIAN SOCIETY

An investigation of the supporting literature and organizations dealing with theoretical, historical, and contemporary analysis of leisure and sport in Canada. **3:1:0**

▲ *Physical Education 264 (3)

PHYSICAL GROWTH AND MOTOR DEVELOPMENT

An exploration of the course of normal physical growth and motor development with emphasis on the first two decades of life, on the methods used to study physical growth and motor development, and on some developmental differences in the motorabilities of children. **3:1:0**

▲ *Physical Education 265 (3)

ANALYSING PERFORMANCE IN TEAM SPORTS

Utilizing selected team sports as models. This course examines the role of analysis in contributing to effective team sport performances. **2:0:2**

▲ *Physical Education 291 (3)

HUMAN FUNCTIONAL ANATOMY AND APPLIED PHYSIOLOGY I

Human anatomical systems and their integration. A major emphasis is placed on the skeletal and muscular systems.

Prerequisite: Physical Education 163 or permission of the department. **2:0:2**

▲ *Physical Education 391 (3)

HUMAN FUNCTIONAL ANATOMY AND APPLIED PHYSIOLOGY II

Human anatomical systems and their integration (continued). Emphasis is on the nervous, digestive, endocrine, respiratory, circulatory and urinary body systems and their functioning in physical activities.

Prerequisite: Physical Education 291 or permission of the department. **2:0:2**

THE ARTS AND SCIENCES

Anthropology (Anthro) Courses

NOTE: Anthropology 120, 131, 132 may be taken in any sequence or concurrently.

Anthropology 120 (3)

INTRODUCTION TO CULTURAL ANTHROPOLOGY

An introduction to cross-cultural studies by means of examples and analysis; a consideration of the nature of culture by examining various economic practices, social systems, political systems, religion, the Arts, etc.

No prerequisite required. **3:1:0**

Anthropology 131 (3)

INTRODUCTION TO PHYSICAL ANTHROPOLOGY AND HUMAN ORIGINS

A survey of the physical and behavioral evolution of mankind from the time of the earliest Primates to the present; a discussion of fossil material, interpretations and theories.

No prerequisite required. **3:1:0**

Anthropology 132 (3)

INTRODUCTION TO ARCHAEOLOGY

An introduction to the study of the prehistory of mankind; an examination of the evidence for human cultural development; a consideration of the various motives, methods, and techniques that have been involved.

No prerequisite required. **3:1:0**

Anthropology 150 (3)

PACIFIC NORTHWEST COAST CULTURAL STUDIES

The development of Pacific Northwest Coast native cultures. An introduction to traditional cultures of the area. Topics include social organization, subsistence and settlement patterns, language, religion and ceremonialism, myth and art forms. May not be offered every semester.

No prerequisite required. **3:1:0**

Anthropology 160 (3)

REGIONAL STUDIES IN ANTHROPOLOGY: LATIN AMERICA

An introduction to and overview of cultural development and diversity in Latin America from pre-conquest times to the present. The student will be given a broad theoretical perspective to selected topics of anthropological interest. This is a survey course and is intended to give a comprehensive background and a base for future studies.

No prerequisite required. **3:1:0**

Anthropology 170/295 (3)

AN INTRODUCTION TO MYTH AND FOLKLORE

A survey of the area of mythology, folklore and legend. Topics include types of myths, their functions in culture, theoretical approaches to their study, and a discussion of modern mythology. The student will be given a broad perspective of an important part of world view.

No prerequisites required. **3:1:0**

Anthropology 185 (3)

PREHISTORY OF THE MEDITERRANEAN

A regional survey of the prehistoric cultures of the areas bordering the Mediterranean, covering the time from the Neolithic to the Classical period; tracing the origins of Classical civilizations through archaeological techniques.

No prerequisite required. **3:1:0**

Anthropology 221 (6)

FIELD TECHNIQUES IN ARCHAEOLOGY

A course in practical archaeological method and theory involving field work in B.C. Course objectives include the recovery and interpretation of archaeological data as well as the acquisition of skills such as photography, mapping, computer applications and preparation of reports.

Prerequisite: Consent of the Instructor.

Eight hours a day, five days a week, for an eight week period during the summer.

Anthropology 230 (3)

ARCHAEOLOGY OF THE NEW WORLD

A survey of the prehistoric cultures of North, Central and South America, from human entry into the New World to the time of European settlement. Particular emphasis on western North America. **3:1:0**

Anthropology 240 (3)

ANTHROPOLOGY OF THE NORTH AMERICAN INDIANS AND INUIT

An introduction to the North American Indians and Inuit with some emphasis upon the Canadian people, from early historic times to the present day, using the cultural ecosystem area and historic approach to examine the diverse ways of life.

Prerequisite: Anthropology 120 or consent of the Instructor. **3:1:0**

Art History (Art Hist) Courses

Art History 112 (3)

APPROACHES TO THE HISTORY OF WESTERN ART

This is an introduction to the study of themes that occur and re-occur throughout art. The emphasis will be upon aesthetics, style, patronage and techniques. Themes to be considered through a visual comparative method will include the function and role of art in society; art and religion; and art and social status. **3:1:0**

Art History 113 (3)

NINETEENTH CENTURY ART HISTORY

This course familiarizes students with the painting and sculpture of Europe and the United States. Styles to be considered will include Neo-Classicism and Romanticism as well as the works of the Pre-Raphaelites and the art of the early "modern times": Realism, Impressionism, Post-Impressionism and Art Nouveau. **3:1:0**

Art History 114 (3)

HISTORY OF WESTERN ART I

This course is the first of two courses designed to survey the whole history of western painting, sculpture and architecture. The course familiarizes students with the chronological approach to the history of art from the Pre-Historic to the Renaissance period and at the same time explore the environment, economic, social and cultural effects of the art and architecture of each period. **3:1:0**

Art History 115 (3)

HISTORY OF ASIAN ARTS I

A survey of the Art of Asia, including the sculpture, architecture and painting of India, China, Japan, Indonesia, Central Asia, Tibet and Southeast Asia. These cultures will be studied, with an emphasis on visual comparisons, from pre-historic times to include the spread of Buddhist and Hindu art styles in their historic context. **3:1:0**

Art History 117 (3)

INDIGENOUS ART OF THE AMERICAS

This is a one semester course intended to introduce students to the Pre-Columbian art of Central and South America and the indigenous arts of North America. Emphasis will be placed upon the art of Mexico, Guatemala and Peru and also the Pacific Northwest. **3:1:0**

Art History 212 (3)

APPROACHES TO THE HISTORY OF WESTERN ART

This course continues the study of themes that occur and reoccur through art. Themes to be considered, using the visual comparative method, include: Art and Politics, Art and Nature, Portraiture and its purposes, Art and the Sensual and the impact of 'modernity' upon the artist and consumer. **3:1:0**

(No prerequisite required)

Art History 213 (3)

TWENTIETH CENTURY ART

This course familiarizes students with the development and significance of Modern Art: Fauvism, Cubism, Expressionism, Metaphysical, Fantasy, Surrealism, Abstract Expressionism, Pop Art and Minimalism, Op Art, Post-Minimalism and Neo-Abstraction. (No prerequisite required) **3:1:0**

Art History 214 (3)

HISTORY OF WESTERN ART II

This is the continuation of Art History 114 and it familiarizes students with the chronological approach to the history of art from the High Renaissance through Baroque, Rococo and 19th Century to the modern period. At the same time the course explores the environment, economic, social and cultural effects of the art and architecture of each period. **3:1:0**

(No prerequisite required)

Art History 215 (3)

HISTORY OF ASIAN ARTS II

A continuation of History of Asian Arts I. This part of the course will continue the study of the cultures of the first term with a special emphasis on China and Japan. **3:1:0**

(No prerequisite required)

Biology(Biol) Courses

Biology 115 (3)

GENERAL BIOLOGY I

An introduction to cell structures, physical and chemical properties of living matter, photosynthesis, respiration, excretion, nutrition, transport, hormonal control and reproduction. **3:1:2**

The Lecture and Audio-Tutorial Method of Instruction in Biology 115 and 215

During certain terms, students may choose between the above two methods of instruction. Both methods have the same course content, text book, lab material and have the same number of contact hours with instruction.

Lecture Method — Students will be expected to attend three hours of lecture, one hour of tutorial and two hours of lab work per week. Lectures and labs are utilized in the presentation of the course.

Audio-Tutorial Method — Students will be expected to attend two hours of lecture, one hour of small group tutorial and three hours of integrated laboratory and lecture per week. Audio tapes with hand-outs are available in the lab, library and may be taken home. Students may spend extra time in the open audio-tutorial lab.

Biology 116 (3)

CONCEPTS IN BIOLOGY I - HUMAN BIOLOGY

Biology 116/216 is especially designed for Arts majors. The course emphasizes human biology, stressing applications of biology that help you better understand and cope with a contemporary world. Major topics are human systems, metabolism and energy relations. — See Biology 216 **4:0:2**

(No prerequisite required)

Biology 121 (3)

HUMAN ANATOMY AND PHYSIOLOGY I

Physiological principles, homeostasis, the cell, tissue, blood, the reticuloendothelial system, immune processes, the lymphatic system, the heart and circulation, skeletal muscles and the skeleton, respiratory and excretory systems, acid base balance, and electrolyte balance. Biology excretory systems, acid base balance, and electrolyte balance. Biology 121 and 221 include pertinent aspects of physics and chemistry. **4:0:2**

Biology 145 (3)

FOOD SCIENCE

The course discusses the basic physics, chemistry and microbiology

of foods and food products. The course deals with the problems involved in food sanitation for the producer and the consumer, and it studies in detail the microbial contamination of food by the environment and by the handler and the possible side effects on the consumer.

Is a requirement for the Food Services Technician Program but is open to all students. **3:1:0**

Biology 150 (3)

HUMAN ANATOMY AND PHYSIOLOGY

A non-laboratory course for students not majoring in the biological sciences, dealing with the structure and function of systems of the human body. Recommended for pre-nursing, physical education and recreation students. **3:1:0**

Biology 151 (3)

BIOLOGY FOR COURT REPORTERS

This course introduces medical and biological terms likely to be encountered by Court Reporters together with appropriate descriptions of each. For students in the Court Reporter program. **4:0:0**

Biology 160 (3)

HUMAN ANATOMY AND PHYSIOLOGY

This course is a basic survey of the structure and function of the human body for non-major students. It is a requirement for the Food Services Technician Program but is open to all students. **4:0:0**

Biology 180 (3)

ENVIRONMENTAL STUDIES

A course for students not majoring in the biological sciences. You will study problems of environmental conservation pollution and resource management, taking field trips to local areas. (Not offered every year.) **3:0:3**

Biology 215 (3)

GENERAL BIOLOGY II

A comparative study of the skeletal, muscular and nervous systems; modern principles of development, behaviour, genetics, and cell division, ecology, evolution, and a review of the major phyla. **3:1:2**

Prerequisite: Biology 115 or equivalent.

NOTE: Biology 215 is normally offered in the spring and summer terms and not in the fall term.

Biology 216 (3)

CONCEPTS IN BIOLOGY II - HUMAN BIOLOGY

Science for Arts majors, see Biology 116 — contemporary aspects of ecology, populations, pollution, genetics, and evolution are major topics. **4:0:2**

Prerequisite: Biology 116 or equivalent.

Biology 221 (3)

HUMAN ANATOMY AND PHYSIOLOGY II

Nervous system, sense organs, digestive, endocrine and reproductive systems, gametogenesis, fetal development and physiology, and genetics. **4:0:2**

Prerequisite: Biology 121

NOTE: Some courses at the 300 and 400 levels may not be offered every year. Biology 315/Biology 415 may be offered in any order. Students may take Biology 415 prior to Biology 315.

Biology 315 (3)

CELL BIOLOGY I

A study of the biochemistry and function of cells and cell components, including a discussion of experimental techniques employed in cellular research.

Prerequisite: Biology 215 (C + or better recommended), Chemistry 215 or 216 and Mathematics 171 or 253 recommended. The department advises that you take Chemistry 316 before or at the same time as Biology 315. **4:0:2**

Biology 321 (3)

MEDICAL MICROBIOLOGY

Principles of microbiology and pathology pertaining to the study of harmful bacteria and micro-organisms. (Designed primarily for nursing students. Other students should check transfer credit.)

Prerequisite: Biology 221

4:0:0

Biology 330 (3)

INTRODUCTION TO GENETICS

Mendelian and non-Mendelian principles of inheritance; the chemical nature of the gene, gene structure and function.

Prerequisites: Biology 115 and 215 or equivalent. Biology 115 and/or 215 cannot be taken concurrently with this course. **4:0:2**

Biology 340 (3)

BOTANY: VASCULAR PLANTS

This course is an introductory survey of vascular plants with an emphasis on the anatomy, physiology, ecology and evolution.

Prerequisite: Biology 215 or equivalent.

4:0:3

Biology 350 (3)

VERTEBRATE ANATOMY

A comparative study of the vertebrates. Emphasis will be on the evolution, development, structure, and function of organ systems and the dissection of representative forms.

Prerequisite: Biology 215 or equivalent.

3:1:3

Biology 360 (3)

VERTEBRATE PHYSIOLOGY I

A lecture and laboratory course dealing with membrane events, nerve-muscle physiology, the nervous system, and blood; for students proceeding to advanced work in the biological sciences.

Prerequisite: Biology 115 and 215, Biology 121 and 221, with a "C" or better. **4:0:2**

Biology 370 (3)

MICROBIOLOGY I

A course dealing with general microbiology, designed for those continuing in biological sciences. Topics include microbial taxonomy, physiology, morphology, and biochemistry.

Prerequisite: Biology 215 or equivalent (C or better required). **4:0:2**

Biology 380 (3)

ECOLOGY

Ecology of terrestrial and aquatic communities native to British Columbia with a study of specific management and conservation techniques. Course topics include energetics and the distribution, abundance, life history, and adaptations of animal and plant populations. Field trips during laboratory hours will be required.

Prerequisite: Biology 215 or equivalent.

3:1:3

Biology 415 (3)

CELL BIOLOGY II

A detailed study of cell structures.

Prerequisite: Biology 215 (C + or better recommended).

NOTE: Please note that (at the Universities) credit for Biology 415 will be withheld until you have completed Chemistry 416 (or equivalent) successfully. **4:0:2**

Biology 421 (3)

PATHOLOGY

Principles of the development of common pathological processes as they affect the human body. (Designed primarily for nursing students. Other students should check transfer credit.)

Prerequisite: Biology 221

4:0:0

Biology 440 (3)

BOTANY: NON-VASCULAR PLANTS AND FUNGI

This course is an introductory survey of the non-vascular plants (including algae, lichens, and bryophytes) and the fungi, with an emphasis on diversity, evolution and ecology.

Prerequisite: Biology 115 and Biology 215 with a C or better. **4:0:3**

Biology 450 (3)

INVERTEBRATE BIOLOGY

An introductory survey of the invertebrate, including systems, evolution, and ecological relationships.

Prerequisites: Biology 115 and Biology 215 with a C or better. **4:0:3**

Biology 460 (3)

VERTEBRATE PHYSIOLOGY II

A lecture and laboratory course dealing with respiration, digestion, metabolism, the endocrine glands, reproduction, and kidney function; for students proceeding to more advanced work in the biological sciences.

Prerequisite: Biology 360 with a "C" or better.

4:0:2

Biology 470 (3)

MICROBIOLOGY II

Topics include medical microbiology, microbial genetics, virology, immunology, and industrial microbiology.

Prerequisite: Biology 370.

4:0:2

The following courses are limited to students in the V.C.C. Nursing Program.

Business Administration Courses — See pages 34 to 42.

Arts and Science (Canadian Studies)

For Diploma information see page 11.

Canadian Studies (Cdn St) Courses

Canadian Studies 110 (3)

CANADIAN CULTURAL ISSUES

A survey of contemporary Canadian culture, with a focus on regional and multicultural images and identities; architecture and visual arts; and contemporary electronic and print communication, both public and private. **3:1:0**

Canadian Studies 120 (3)

NATIVE CANADIAN CONCERNS

A survey of contemporary Native (Indian, Inuit and Metis) issues. Emphasis placed upon various social, political, economic, anthropological and artistic concerns in terms of the Canadian multicultural perspective. **3:1:0**

Canadian Studies 130 (3)

WORK IN CANADIAN SOCIETY

An interdisciplinary study of the concept of work in Canadian society. The problems Canadians encounter in the field of work will be considered from such viewpoints as Sociology, History, Literature and Philosophy. **3:1:0**

Canadian Studies 140 (3)

RACISM AND ETHNIC RELATIONS IN CANADA

This course deals with racial and ethnic relations in Canada. It will emphasize social, political and economic analyses of the family, school, workplace, law and media, with special focus on British Columbia. **3:1:0**

Chemistry (Chem) Courses

Chemistry 114 (3)

AN INTRODUCTION TO CHEMISTRY

A one term introduction to Chemistry intended for students who have had no secondary school Chemistry and who wish to proceed to more advanced chemistry courses. Open only to students who have completed secondary school or equivalent or have been admitted under Dean's admission. **3:0:2**

Chemistry 115 (3) and Chemistry 215 (3)

GENERAL CHEMISTRY

Chemistry 115 and 215 constitute a first year course in general college chemistry. Chemistry 115 covers the following topics: stoichiometry, atomic and molecular structure, the periodic table, chemical bonding, nuclear chemistry, properties and theory of gases, and organic chemistry.

Prerequisites for Chemistry 115: Chemistry 114, Chemistry 11, Chemistry 071, or equivalent with a "C-" or better standing, and Mathematics 11, Mathematics 150, or equivalent (may be taken concurrently). Not open to students with a "C+" or better in Chemistry 12, Chemistry 91 or equivalent. See Chemistry 125. **4:0:2**

Chemistry 215 discusses liquids, solids and changes of state, solutions, acid-base theory, kinetics, equilibrium, thermodynamics and electrochemistry.

Prerequisite for Chemistry 215: Chemistry 115.

4:0:2

Chemistry 117 (3) and Chemistry 217 (3)

ENVIRONMENTAL CHEMISTRY FOR ARTS MAJORS

Chemistry 117

This course emphasizes the practical applications of chemistry in nature, living systems, and society. The role of science in shaping our view of ourselves and our surroundings will also be examined. An opportunity to do science will be provided by means of participatory lecture demonstrations, laboratory experiments, and take-home experiments. This course satisfies the lab science credit requirement for Arts majors.

Prerequisite: None.

3:0:2

Chemistry 217

This course is a continuation of Chemistry 117. Following the same basic format it will treat: toxicology, environmental chemistry, nuclear energy, drug chemistry, food chemistry, the chemical industry and the disposal of hazardous waste.

This course satisfies the lab science credit requirement for Arts majors.

Prerequisite: Chemistry 117.

3:0:2

Chemistry 125 (3) and Chemistry 225 (3)

GENERAL CHEMISTRY

Chemistry 125 plus Chemistry 225 constitute a first year general chemistry course primarily for students intending to study the physical sciences and are restricted to those who have completed Chemistry 12, Chemistry 091, or an equivalent course with a "C+" or better grade.

Chemistry 125 topics include: stoichiometry, atomic structure, bonding and molecular structure, gases, and organic chemistry.

Prerequisites for Chemistry 125: Chemistry 12, Chemistry 091, or equivalent with a "C+" or better standing, and Mathematics 11, Mathematics 150 or equivalent (may be taken concurrently). **3:1:2**

Chemistry 225 topics include: solids, liquids, solutions, kinetics, equilibrium, acids and bases and thermodynamics.

Prerequisite for Chemistry 225: Chemistry 125.

3:1:2

Chemistry 315 (3) and Chemistry 415 (3)

PHYSICAL AND INORGANIC CHEMISTRY

These two courses constitute a second year course in physical and inorganic chemistry.

Chemistry 315: This course includes a brief review and extension of equilibria in solution, an introduction to thermodynamics including the First and Second Laws, enthalpy, entropy, Gibbs Free Energy, and chemical potentials. (Fall term only).

Prerequisites: Chemistry 215, Chemistry 225, or equivalent, and Mathematics 171 or equivalent (may be taken concurrently). **4:0:3**

Recommended: Mathematics 271 or equivalent (previously or concurrently), and a "C+" or better standing in the prerequisite chemistry course.

Chemistry 415: A continuation of Chemistry 315. Topics discussed include modern concepts of atomic structure and bonding, descriptive inorganic chemistry with some physical methods of determining structures, and electrochemistry. (Spring term only).

Prerequisite: Chemistry 315.

4:0:3

Chemistry 316 (3) and Chemistry 416 (3)

ORGANIC CHEMISTRY

A second year level course in general organic chemistry.

Chemistry 316: Topics include simple aliphatic and aromatic compounds including hydrocarbons, alkyl halides, organometallic compounds; an introduction to reaction mechanisms, to stereochemistry and to the use of spectroscopy in organic chemistry. (Normally fall term only).

Prerequisite: Chemistry 215, 225, or equivalent.

4:0:3

Chemistry 416: Topics include aromatic compounds, alcohols and ethers, carbonyl compounds, carboxylic acids, amines, and amino acids. Bio-organic systems may also be covered. (normally spring term only).

Prerequisite: Chemistry 316 or equivalent.

4:0:3

Chinese Courses

Chinese 115 (3) and Chinese 215 (3)

BEGINNER'S COLLEGE CHINESE

An introduction to spoken Mandarin and modern written Chinese with heavy emphasis on the audio-lingual approach. After the oral-aural foundation has been laid, emphasis gradually shifts toward developing the student's ability to read written texts. New vocabulary items are always introduced in both phonetic transcript and in characters. At the end of Chinese 215 the student is expected to be able to understand and speak basic Mandarin and to read and write about 500-600 Chinese words.

Native speakers of Chinese will not be permitted to take this course.

3:0:1

Chinese 117 (3) and Chinese 217 (3)

INTERMEDIATE CHINESE

As a continuation of Chinese 115 and 215, this course offers further oral and written practice in Chinese including a thorough review of the language's structure and grammar, plus additional vocabulary. The emphasis will be placed on reading, conversation, composition and translation. At the end of Chinese 217, the student is expected to be able to use all the basic sentence patterns in modern Chinese and know about 1,200 to 1,300 Chinese words.

Prerequisites: Chinese 115/215 or equivalent.

3:0:1

Native speakers of Chinese will not be permitted to take this course.

Arts and Science (Classical Studies)

For Diploma information see page 11.

Classical Studies (Classical St) Courses

Classical Literature 111 (3)

A survey in translation of epic poetry written by both Greek and Roman poets in the classical era. The course will focus on Homer and Virgil, but some consideration will be given to other poets. Reference will be made to the survival of the epic tradition in English literature. **3:1:0**

Classical Literature 211 (3)

A survey in translation of dramatic literature written by both Greek and Roman writers in the classical era. The course will focus on tragedy but some consideration will be given to comedy. Reference will be made to the influence of classical drama upon English Literature. **3:1:0**

Arts and Science (Commerce)

For Diploma information see page 11.

Communication Courses

LANGUAGE PROFICIENCY INDEX

If you plan to enrol in a first semester English course, you must take the B.C. Language Proficiency Index test prior to the term in which you hope to transfer.

NOTE: For Reading and Writing Skill Development 100 (3) (Non-transfer Credit) or Learning Skills Workshops 111 (0) (Non-Credit) see course descriptions listed alphabetically.

NOTE: The following courses are designed for students in Langara's Career Programs. They carry College credit, but not University transfer credit.

Communication 115 (3)

INTERPERSONAL COMMUNICATION

Interpersonal communication theory put into practice in games, exercises, group and individual projects that cover small group dynamics, interviews and oral presentations.

Prerequisite: English 12, CV 81/91, or acceptance into a Career Program. **4:0:0**

Communication 116 (3)

REVIEW OF SPELLING AND PUNCTUATION

Because this course is especially designed for students on the Court Reporter program, enrollment is restricted. Review of basic principles of spelling, punctuation and sentence composition with extensive practice and drills in relation to the needs of court reporting.

Prerequisite: Acceptance in the Court Reporter Program. **4:0:0**

Communication 117 (3)

ORAL DEVELOPMENT AND LISTENING SKILLS

Effective speaking and listening skills developed in a lab environment, with practice in persuasive vocal techniques (dynamics, articulation, tempo, pitch) and listening exercises. Skills are applied in a variety of situations: impromptu and extemporaneous speeches, interviews and debates.

Prerequisite: English 12, CV 81/91 or acceptance into a Career Program. **4:0:0**

Communication 118 (3)

WRITTEN COMMUNICATION

Training in writing skills, with emphasis on business writing in a career context. Writing projects include memos, letters, reports, resumes and employment correspondence.

Prerequisite: English 12, CV 81/91 or acceptance into a Career Program. **4:0:0**

Communication 119 (3)

TECHNICAL WRITING

Technical writing for Computer Systems Technologist students. Writing practice, using a word processing program in the microcomputer lab. Assignments include memos, letters and short and long reports.

Prerequisites: English 12, CV 81/91 and acceptance into the Computer Systems Technologist Program. **2:0:2**

Communication 219 (3)

TECHNICAL WRITING: DOCUMENTATION

Training in technical writing skills, focused on writing descriptions and explanations of the purposes and functions of computer programs to a variety of audiences. Assignments include writing instruction manuals and on-line tutorials.

Prerequisite: Communication 119. **2:2:0**

Computer Science Courses

REPEATING A COURSE

If you have registered twice or more in a Computer Science course, earning grades of F, N, or W, you may not register again until the end of course change. If you already have a C grade in a course you wish to take again, you must obtain permission from the department.

Computer Science 131 (3)

INTRODUCTION TO MICROCOMPUTERS

The purpose of this course is to develop a broad understanding of

computers: what they are, what they can do and what their impact is on life and work in modern society. A major portion of the course will be devoted to providing exposure to and familiarity with some of the more universally available computer services, such as word processing, spreadsheets, data management, and programming. These computer tools will be motivated by applications chosen from a variety of areas and disciplines. There will be an emphasis on generic concepts and design principles.

Prerequisite: While there are no formal prerequisites, assignments may require some writing, arithmetic and keyboarding skills. **3:0:1**

Computer Science 135 (3)

PRINCIPLES OF COMPUTER PROGRAMMING I

An introduction to problem-solving using digital computers. The objectives are: to learn a disciplined approach to problem-solving in a wide variety of domains (both numeric and non-numeric); to become familiar with basic techniques for representing and manipulating problem data; to become familiar with a "high-level" computer programming language (e.g. Pascal or Modula-II); to develop an appreciation of the relationships between hardware, programs, and problem-solutions.

Prerequisite: If you wish to register in Computer Science 135, you must have completed Algebra 12 with a B grade or Mathematics 153, 162, 171 or 174 with a 'C' grade or better. Otherwise you must obtain an adequate score on the appropriate sections of the Mathematics Diagnostic Test and be able to register in Mathematics 153, 162, 171 or 174. **3:1:0**

*Computer Science 191 (6)

INTRODUCTION TO COMPUTER ELECTRONICS

This course introduces the basic electronic concepts used in modern computers. The topics include an overview of computer system hardware, basic A.C. and D.C. circuit concepts, power supplies, and combinational logic circuits. A series of experiments that illustrates these basic concepts and teaches the use of basic test equipment is included.

Prerequisites: Physics 11 and Algebra 12, with C or better; registration in the Computer Systems Technologist Program. **4:0:4**

Computer Science 235 (3)

PRINCIPLES OF COMPUTER PROGRAMMING II

The continuation of Computer Science 135. This course will explore the more advanced data structures (including user-defined data types, records, files and sets) as well as more advanced programming techniques (including recursion, analysis of algorithms, sorting and searching techniques).

Prerequisite: Computer Science 135 with C or better. **3:1:0**

*Computer Science 245 (3)

COMPUTER PROGRAMMING CONCEPTS

This course is an accelerated version of Computer Science 135/235. It is assumed that the student is already familiar with computers and a high-level programming language.

Prerequisites: Significant programming experience (evaluated by a placement test); Mathematics 153, 162, 171 (any of which may be taken concurrently with permission of the department based on the results of the Computer Science Diagnostic test). **3:0:1**

Computer Science 265 (3)

MICROCOMPUTER APPLICATIONS

This course provides the students with insight into the selection and usage of common integrated software packages for wordprocessing,

spreadsheet calculations, graphical user interface, data communications and network management, and basic accounting. Learning and evaluating application packages in terms of effectiveness and user interface will be emphasized throughout the course.

Prerequisites: Accounting 115 and registration in Computer Systems Technologist Program or the permission of CST co-ordinator or the Computer Science Department Chair. **4:0:2**

*Computer Science 291 (6)

DIGITAL and MICROPROCESSOR SYSTEMS

This course introduces digital systems and microprocessors with an emphasis on how they are used to build complete computer hardware systems. The topics include sequential logic, state machines, microprocessors, machine language programming, memory systems, and input and output devices. A series of experiments that illustrates each topic and teaches various logic analysis techniques is included.

Prerequisites: Computer Science 191 or the permission of the Computer Systems Technologist Co-ordinator. **4:0:4**

Computer Science 325 (1)

COMPUTER PROGRAMMING - C FOR COMPUTER SCIENCE

This mentored-study course is intended for the students who are required to take the general-purpose programming language "C" as a prerequisite course in the Computer Systems Technologist Program. It is also available to those who wish to take it as another language and for university transfer credit. The project assignments will cover topics including language elements, data types, control statements, pointers, functions, array and record structures, files, linked lists and other salient features particular to this language. The course will be administered through self study as well as regular weekly meetings with the instructor.

Prerequisites: Two terms of programming background in one or more common structured languages or registration in Computer Systems Technologist Program. **1:1:0**

Computer Science 335 (3)

DATA STRUCTURES

Representation and manipulation of basic data structures and their behaviour in different application environments. Topics include review of key concepts (algorithms, recursion), dynamic storage allocation, linked lists, stacks, queues, trees, inverted list structures and file structures. A high level language (e.g. Pascal, Modula-2, C) will be used to show the application of data structures.

Prerequisite: Computer Science 235 with C or better. **4:0:0**

*Computer Science 336 (3)

DISCRETE STRUCTURES

Includes: Sets and propositions, relations and functions, permutations, combinations and counting, induction proofs, graphs, trees, networks, Boolean algebra, mathematical models.

Prerequisites: Mathematics 153 with B or 262 with C or 171 with C and Computer Science 135 with C or better. **4:0:0**

*Computer Science 398 (3)

WORK PLACEMENT REPORT I

— Graded S/U (See page 9)

Work report. The preparation of the work term report, which is evaluated by the co-op co-ordinator, faculty, and in some cases by the employer gives the student valuable experience in the gathering, analysis, effective presentation of information in a professional manner. Students select a topic for the work report in consultation with

the co-op co-ordinator and the employer and receive guidelines on how to write a work report from the College.

Prerequisites: Restricted to students meeting the admission requirements of the Co-operative Education. **0:6:0**

*Computer Science 399 (6)

CO-OPERATIVE WORK PLACEMENT I

The first year of work experience for students in the CST Co-operative Education Program. It provides the student with an opportunity to become familiar with the real-life application of the theoretical studies of Computer Science in a data-processing environment.

Prerequisites: Restricted to students meeting the admission requirements of the Co-operative Education. **0:0:37**

Computer Science 436 (3)

COMPUTER ORGANIZATION AND PROGRAMMING

Computer architecture, detailed study of Assembler Language (including addressing techniques, macros, subroutines, I/O operations), assemblers versus compilers, number systems, physical representation of data, and libraries.

Prerequisites: Computer Science 235 or equivalent with C or better. **3:0:1**

*Computer Science 480 (3)

INTRODUCTION TO OPERATING SYSTEMS

This course develops an understanding of the functions and services of the computer operating system including job-to-job transition, input and output control, multi-programming and multi-processing processes, Process management, resource management and related issues, file systems as well as computer system protection and security. Several popular operating systems such as MS-DOS, OS/2 and UNIX will be discussed and explored.

Prerequisites: Computer Science 335 and Computer Science 436 (each with C or better); registration in second year of the Computer Systems Technologist Program or permission of CST co-ordinator. **4:0:2**

*Computer Science 565 (3)

INTRODUCTION TO DATA BASE

This course provides the student with a knowledge of data base concepts, advantages and disadvantages; data management and data structuring; data base design and implementation; insight into the current data base systems and related issues.

Students will gain experience through in-depth application of a common micro-computer data base, i.e. Oracle, as well as a query language.

Prerequisites: Computer Science 335 with C or better; registration in second year of the Computer Systems Technologist Program or the permission of the CST co-ordinator or the Computer Science Chair. **4:0:2**

(NOTE: File structures foundation is covered in Computer Science 335).

*Computer Science 575 (3)

SOFTWARE DESIGN AND ENGINEERING

The design and implementation of large multi-module program systems using group programming techniques. Life cycle: definition, construction, implementation and operation; software tools; features and use of module-oriented languages as well as intermodule communications; integrated programming environments. Includes group projects with emphasis on issues such as system functionality, time and resource constraints, flexibility and maintainability, and

documentation. A development tool, i.e. Excelerator Package, will be used to demonstrate the concept of prototyping and system design.

Prerequisites: Computer Science 565 with C or better, registration in Computer Systems Technologist program or permission of the CST co-ordinator or the Computer Science Department Chair.
4:0:2

***Computer Science 590 (3)**

HARDWARE ARCHITECTURE (3)

Study of the architectures of computers and experience with their basic implementation techniques. Scope of computer architecture, technical framework, the I/O system, uniprocessors: the outer and inner architecture and microprogramming; Language directed architecture: RISC and CISC; memory structure and management techniques. Typical project include construction of a microcomputer or writing device drivers.

Prerequisites: Computer Science 480 (concurrent), Computer Science 291, Computer Science 436 each with C or better or permission of the CST co-ordinator or the Computer Science Department Chair.

***Computer Science 598 (3)**

WORK PLACEMENT REPORT II
— Graded S/U

Work report. The preparation of the work term report, which is evaluated by the co-op co-ordinator, faculty, and in some cases by the employer gives the student valuable experience in the gathering, analysis, effective presentation of information in a professional manner. Students select a topic for the work report in consultation with the co-op co-ordinator and the employer and receive guidelines on how to write a work report from the College.

Prerequisites: Restricted to students meeting the admission requirements of the Co-operative Education.
0:6:0

***Computer Science 599 (3)**

CO-OPERATIVE WORK PLACEMENT II

The second year of work experience for students in the CST Co-operative Education Program. It provides the student with an opportunity to apply his or her hardware and/or software skills to the specific problems of a given environment.

Prerequisites: Restricted to students meeting the admission requirements of the Co-operative Education.
0:0:37

***Computer Science 695 (3)**

DATA COMMUNICATIONS AND NETWORKS

This course covers fundamental concepts of Data Communications and Networking. Topics include: Data communications equipment, networking with particular emphasis on the OSI interconnected model, current protocols, and local area networks (LAN's), and alternatives to networks; issues of network software integration in modern operating systems. A series of assignments and experiments that illustrates data communications techniques and fundamentals of design, configuration and implementation of LANs will be given.

Prerequisites: Computer Science 590 with C or better; registration in second year of the Computer Systems Technologist Program or permission of the CST co-ordinator or the Computer Science Department Chair.
4:0:2

Arts and Science (Computer Systems Technologist)

For Diploma information see page 12.

Criminal Justice Program —

See page 43.

Economics (Econ) Courses

Registration Requirements - Economics 110, 111, 115, 116, 117, 118, 119, 120, 220, 221

Students wishing to enroll in ANY 100 level economics course or Economics 220/221 will be required to achieve a Level 4 (24 to 29 out of 40) on the Language Proficiency Index (L.P.I.). In the absence of an L.P.I. score, a student **MAY BE PERMITTED** to enroll in the above courses at Langara if their high school Grade 12 English/Communications score is equal to or greater than "C" (or equivalent).

Additional Registration Requirements for Economics 220/221

In addition to the above requirement, students wishing to enroll in Economics 220/221 must have a college grade point average (G.P.A.) of "C" (2.0) or higher. In the absence of a G.P.A., students must have a "C" or better in either Math 11 or Accounting 11 or equivalent.

The Economics Department strongly recommends that students who have not taken economic courses at the college level, enter directly into 100 level economic courses such as Economics 115, 116 or 118. Successful completion of Economics 220 and 221, is significantly lower for those students who do not have an Economics 100 background.

Transfer credit in Economics to the University of British Columbia is restricted to any two of Economics 115, 116, 119. The University of British Columbia further restricts transfer credit in Economics to a maximum of two one hundred level courses.

Economics 110 (3)

COMPARATIVE ECONOMIC SYSTEMS

This course compares the economic systems of Canada and the Soviet Union in the way which they decide what goods get produced and who gets the resulting output. It also examines problems specific and common to each type of economic system, e.g. inflation, big business and unions, economic growth and motivation of the individual.
3:1:0

Economics 111 (3)

URBAN ECONOMIC ISSUES

This course uses economic principles to describe and analyze certain problems confronting Vancouver and other Canadian cities, examining issues such as urban poverty, housing, transportation, industrial location, and quality of life.
3:1:0

Economics 115 (3)

CANADIAN ECONOMIC ISSUES

The use of economic principles to describe and analyze current Canadian economic issues such as inflation, monopoly, pollution, and poverty.
3:1:0

Economics 116 (3)

CANADA IN THE WORLD ECONOMY

Canada's economic relationship with the United States, the European Economic community, Japan, and Latin America, with special emphasis on trade, international investment, and foreign ownership.
3:1:0

Economics 117 (3)

INTRODUCTORY ECONOMIC HISTORY

A history of the economic development of man from evident beginnings to 1500. A discussion of the refinement of civilization arising out of economic surplus, consideration (of discoveries and inventions), religion, social organization, and government.
3:1:0

Economics 118 (3)

ECONOMICS AND HISTORY OF WESTERN CIVILIZATION

An analysis of the main historical features of economic development after 1500, with special emphasis on economic and social changes in some of the industrializing countries of the world. Some topics broached are changes in land tenure, the Commercial and Industrial Revolutions, and the emergence of western pre-eminence in the world economy.
3:1:0

Economics 119 (3)

CANADIAN DOMESTIC AND INTERNATIONAL ISSUES

This course uses economic principles to describe and analyse contemporary domestic and international issues confronting the Canadian economy.
3:1:0

Economics 120 (3)

This course will provide an introduction to the economic development of Latin America, from the pre-colonial to the modern period; focusing on the central theme of development from various perspectives by examining contemporary issues juxtaposed with case studies.
3:1:0

Economics 195 (3) and Economics 295 (3)

These numbers are reserved for Economic courses that may be offered from time to time by:

- College Economic Faculty who may wish to present a course in their specialty which may be of limited interest; or
- Visiting Economic Lecturers.

Announcement regarding Economics 195 and 295 offerings will be made in term schedules.

Prerequisites will be announced by special bulletin.

Economics 220 (3)

PRINCIPLES OF ECONOMICS (MICRO)

Introductory concepts; the market system; price determination; demand and utility; competitive supply; cost analysis; market structures; equilibrium of the firm; pricing of factor inputs; land rents; wages; interest and capital; projects.
3:1:0

NOTE: Students may not take Economics 220 and Economics 221 in the same term without written Departmental permission.

Economics 221 (3)

PRINCIPLES OF ECONOMICS (MACRO)

Introductory macroeconomic concepts; circular flow of income and product; national income; equilibrium level of domestic income; fiscal policy; money and banking; international trade; inflation and unemployment.
3:1:0

NOTE: Students may not take Economics 220 and Economics 221 in the same term without written Departmental permission.

Economics 251 (3)

INTERMEDIATE MICROECONOMIC ANALYSIS

Consumer behaviour, production, exchange, equilibrium of the firm under different market structures, factor markets, economic welfare. Intended primarily for Bachelor of Commerce students.

Prerequisites: Economics 220 and 221, Mathematics 174, or 153/253 or 171.
4:0:0

Economics 252 (3)

INTERMEDIATE MACROECONOMIC ANALYSIS

Income and employment theory, monetary theory, the open economy, economic fluctuations and growth. Intended primarily for Bachelor of Commerce students.

Prerequisites: Economics 220 and 221, Mathematics 174, or 153/253 or 171.
4:0:0

Economics 297 (3)

CAPITAL MARKETS AND INSTITUTIONS

An examination of the economic environment in which financial planning and decision making occur; including the role of the Bank of Canada, domestic and international money markets and institutions and basic capital asset valuation models.

Prerequisites: Economics 220 and 221, Mathematics 174, or 153/253 or 171.
3:1:0

English (Eng) Courses

LANGUAGE PROFICIENCY INDEX

If you plan to enrol in a first semester English course, you must take the B.C. Language Proficiency Index test prior to the term in which you hope to register.

NOTE: For Reading and Writing Skill Development 100 (3) (Non-transfer Credit) or Learning Skills Workshops 111 (0) (Non-credit) see course descriptions listed alphabetically.

First Year English Courses

If you wish to earn first year credit in college English, you must complete either English 127 or English 128 in the first semester and either English 229 or English 230 in the second semester.

First Year English Options:

NOTE: You may not take English 229 or 230 until you have successfully completed either English 127 or English 128.

NOTE: The following two pairs of courses may be taken for unassigned credit in either first or second year. English 181 and 281 go together, as do English 126 and 226.

First Semester Courses:

English 126 (3)

INTRODUCTION TO LINGUISTICS: CONTEMPORARY

English 126 introduces students to various descriptions of language, with special attention to recent models. It covers areas such as the nature and acquisition of language, levels of social use, sounds, meaning and patterning.

Prerequisite: English 12 or equivalent
3:1:0

English 127 (3)

ESSAY WRITING AND SHORT PROSE SELECTIONS

This course emphasizes the principles of composition through the study and writing of various kinds of essays. As a secondary aim, it encourages an appreciation of modern literature through a study of the short story.

Prerequisite: English 12, CV 81/91, English 099 or equivalent.
3:1:0

English 128 (3)

SHORT PROSE SELECTIONS AND COMPOSITION

While this course attends to the principles of composition, it emphasizes an appreciation of modern prose writing through the study of both short stories and essays. Most writing assignments are related to the literature studied.

Prerequisite: English 12, CV 81/91 or equivalent. **3:1:0**

NOTE: The following two pairs of courses may be taken for unassigned credit in either first or second year. English 181 and 281 go together, as do English 126 and 226.

English 181 (3)

HISTORY OF DRAMA AND THEATRE, PART I

English 181 is a study of drama and theatre history of the Primitive, Greek, Roman, Medieval, and Renaissance periods. You will be given a choice of written and/or oral assignments.

Prerequisite: English 12, CV 81/91 or equivalent. **3:1:0**

English 195 (3) and English 295 (3)

These numbers are reserved for English courses that may be offered from time to time by:

- Members of the English Department who may wish to present a course in their specialty; or
- Visiting English lecturers.

Announcements regarding English 195/295 offerings will be in the term schedule.

Prerequisite: Announced by special bulletin. **3:1:0**

Second Semester Courses:

English 226 (3)

INTRODUCTION TO LINGUISTICS: HISTORICAL

English 226 introduces students to the history and development of the English language from its origins in the Indo-European family through Anglo-Saxon and Middle English to its present day form. It studies the changes that have taken place in sounds, spelling and ordering, as well as the ways in which English has enriched its vocabulary.

Prerequisite: English 12 or equivalent. **3:1:0**

English 229 (3)

MODERN NOVEL, POETRY AND DRAMA

This course introduces students to the modern novel, to a selection of poems, mainly from the twentieth century, and to a sampling of modern drama. Writing assignments are related to the literary works studied.

Prerequisite: English 127 or 128. **3:1:0**

English 230 (3)

MODERN NOVEL, POETRY AND FILM

This course introduces students to the modern novel, to a selection of poems, mainly from the twentieth century, and to the elements and techniques of modern film. Writing assignments are related to the works studied.

Prerequisite: English 127 or 128. **3:1:0**

English 281 (3)

HISTORY OF DRAMA AND THEATRE, PART II

English 281 is a study of drama and theatre history of the Restoration, and the Eighteenth, Nineteenth, and Twentieth Centuries. You will be given a choice of written and/or oral assignments. (English

281 is usually preceded by English 181, but it can be taken either before or along with English 181.)

Prerequisite: English 12, CV 81/91 or equivalent. **3:1:0**

Second Year English Courses

You may take any two of the following courses for second year credit. These courses may be taken in any order or concurrently.

Notice that English 181 and 281 may also be taken for unassigned second year credit.

English 323 (3)

SURVEY OF ENGLISH LITERATURE, PART I

English 323 introduces students to the range and tradition of early English literature, focusing on Chaucer, Shakespeare and Milton. Term papers are required.

Prerequisite: English 229 or 230, or equivalent. **3:1:0**

English 325 (3)

CANADIAN LITERATURE

This is a one semester course in Canadian literature with special attention given to contemporary fiction and/or poetry and/or drama. Term papers required.

Prerequisite: English 229 or 230, or equivalent. **3:1:0**

English 326 (3)

CREATIVE WRITING: PROSE FICTION

This study of the short story and novel emphasizes individual student writing in both genres, but the course also includes analysis and discussion of recent and current directions in prose fiction. You will be expected to complete one average-length short story, and a synopsis of one or two chapters of a novel.

Prerequisite: English 229 or 230, or equivalent. **3:1:0**

English 327 (3)

EXPLORING LITERATURE

This course examines one genre, theme, or national literature. Contents vary with instructor and semester. Check the calendar supplement for each semester. Term papers and extensive reading are required. English 325 and 327 may be taken in either order or both together.

Prerequisite: English 229 or 230, or equivalent. **3:1:0**

English 424 (3)

SURVEY OF ENGLISH LITERATURE, PART II

English 424 explores a range of English literature by focusing on major authors and literary forms from the Restoration to the late nineteenth century. Term papers are required. (English 424 is usually preceded by English 323, but it can be taken either before or along with English 323.)

Prerequisite: English 229 or 230, or equivalent. **3:1:0**

English 426 (3)

CREATIVE WRITING: POETRY AND DRAMA

The term's work will be divided between the two genres: the drama section will require the writing of a one-act play, either for stage, radio, or television; the poetry will require the writing of a collection of short poems unified in a definable way.

Prerequisite: English 326 or permission of the department. **3:1:0**

Fine Arts Program — See page 52.

Food Services Supervisor/Technician Program — See page 47.

French (Fren) Courses

French 115 (3) and French 215 (3)

BEGINNER'S FRENCH

Fundamentals of speaking, reading, and writing French; classroom work supplemented by practice in the Language Laboratory.

Introductory course for students with no previous knowledge of French.

Prerequisite for French 115: none.

Prerequisite for French 215: French 115. **3:0:1**

French 117 (3) and French 217 (3)

INTERMEDIATE FRENCH

First year College French for those who have completed French 215, Grade 11 French in secondary school, or equivalent. Intermediate grammar, short literary selections and dialogues are studied.

These lessons are supplemented by oral work in the Language Laboratory.

Prerequisite for French 117: French 11 or French 215 or French 061/071.

Prerequisite for French 217: French 117. **3:0:1**

French 118 (3) and French 218 (3)

FRENCH CONVERSATION, LANGUAGE AND LITERATURE

Designed for students who want a less specialized course than either French 119/219 or French 125/225. This course offers a review of grammar, a study of literary texts, and practice in conversation. However, if you plan to take French 302/402 or French 329/429 in second year, you must take French 119/219.

Prerequisite for French 118: French 12 or French 117/217.

Prerequisite for French 218: French 118. **3:0:1**

French 119 (3) and French 219 (3)

FRENCH LANGUAGE AND LITERATURE

A course consisting of literature, grammar, and written composition for students who plan advanced study in the French Language.

Prerequisite for French 119: French 217 or 218 with "A" or "B" standing or permission of the department or French 12 or equivalent with "B" or better. Students with French 217 or French 12 with a "C" standing should enrol in French 118.

Prerequisite for French 219: French 119. **4:0:0**

French 125 (3) and French 225 (3)

CONVERSATIONAL FRENCH

A conversational approach to French culture. Limited to 15 students.

Prerequisite for French 125: French 12 or French 217.

Prerequisite for French 225: French 125.

This course may be taken in the first year of college. This course is not offered every year. **4:0:1**

French 302 (3) and French 402 (3)

ADVANCED FRENCH LANGUAGE AND COMPOSITION

Emphasis is on composition and translation. Classes are conducted entirely in French. This course is to be taken by all students

intending to proceed to third year French programs at university.

Prerequisite for French 302: French 219 or equivalent.

Prerequisite for French 402: French 302 or equivalent. **3:0:1**

French 329 (3) and French 429 (3)

A SURVEY OF FRENCH LITERATURE

French 329 deals with selected works from the Middle Ages to the 17th century; French 429 with representative texts from the 18th to the 20th century. Discussion and writing are in French. To be taken by all students intending to proceed to third year French courses at university.

Prerequisite for French 329: French 219 or equivalent.

Prerequisite for French 429: French 329 or equivalent. **3:0:1**

Geography (Geog) Courses

All geography courses carry university transfer credit.

Geography 180 and 190 are laboratory sciences.

Geography 100 (3)

INTRODUCTION TO GEOGRAPHY

This course introduces first-year students to the thought, theory and skills of the geographer. It examines the unique role of geography in understanding and solving environmental, economic, political and social problems. It covers the approaches used by both physical and human geographers and gives students the opportunity to practice some important geographical techniques. **3:1:0**

NOTE: Students planning advanced study in Geography should take this course.

Geography 105 (3)

FIELD TECHNIQUES

This course offers practical experience in the use of a variety of field study techniques. These techniques emphasize the collection and interpretation of field data, introducing the student to such skills as mapping and field sketching, land use interpretation, field data analysis and group production of a field work report.

The techniques will be applied by students to a variety of problems — social, economic, environmental or physical — in field settings. An interview with the instructor required before registration. No prerequisites. **2:1:2**

NOTE: This course is highly recommended for students pursuing advanced study in Geography.

Geography Field School

The Geography Field School is normally comprised of two courses Geography 105 (3), Field Techniques and one other 3 credit academic Geography course, offered usually in the Summer Semester. Students must enrol in both courses and are required to participate in field work and field trips. The Field School may be offered in an out-of-town or in-town location. Acceptance into the Field School is based on a personal interview with the Instructor prior to registration. Additional Field School expenses, location and the course to be taught in conjunction with Geography 105 will be announced.

Geography 120 (3)

INTRODUCTION TO THE GEOGRAPHY OF CANADA

This course examines the geography of Canada from its environmental base to resource management problems and regional characteristics, emphasizing current social, political, and economic issues. **3:1:0**

Geography 130 (3)

URBAN GEOGRAPHY

Geography 130 introduces students to the geographical study of urban places, beginning with a brief history of global urbanization. The focus is on understanding how cities have developed in response to changes in transportation technology, economic activity and urban planning. Case studies are drawn from the eastern and western bloc and first and third world countries. Students will particularly become familiar with the urbanization of the Greater Vancouver region.

3:1:0

Geography 150 (3)

ECONOMIC DEVELOPMENT OF BRITISH COLUMBIA

This course provides a geographic analysis of the factors influencing the development of B.C.'s human and physical resources. Some of the topics considered are the effects of the physical environment, historic economic development, trends in selected sectors of the economy, the role of the government in resource policy, and international trade. Emphasis is on contemporary problems, trends, and issues.

3:1:0

Geography 155 (3)

ENVIRONMENTAL GEOGRAPHY

This course emphasizes the crucial role which Geographers play in understanding and solving today's environmental problems. Students will be introduced to the key concepts and theories of environmental studies: physical and biological processes, the ecology of populations and ecosystems, biogeography, resource management and environmental ethics. The course examines case studies of current environmental problems on both a global and local scale, including natural hazards, waste management, pollution of air, land and water, resource depletion and species extinction.

3:1:0

Geography 160 (3)

THE PACIFIC RIM

This course examines the patterns of economic development and social change in countries bordering the Pacific Rim with an emphasis on Pacific Asia and Australasia. Topics include the physical and cultural resources of the region, the growing economic and cultural ties between Pacific Rim countries and the impact of development on the environment and on local culture.

3:1:0

Geography 180 (3)

PHYSICAL GEOGRAPHY (METEOROLOGY, CLIMATOLOGY & BIOGEOGRAPHY)

This course is a laboratory science which provides an introduction to weather, climate and vegetation. The approach emphasizes process, classification and distribution. Examples are drawn largely from North America with special emphasis on local conditions. Lectures and labs complement one another by providing both theoretical and applied perspectives.

3:0:2

NOTE: Geography 180 and 190 may be used to fulfill the science requirement for an Arts degree. Students planning advanced study in Geography should take both Geography 180 and 190 in any sequence or concurrently.

Geography 190 (3)

PHYSICAL GEOGRAPHY (GEOMORPHOLOGY & SOILS)

This course is a laboratory science which provides an introduction to geomorphology (the study of landforms) and soils. The approach

emphasizes process, form and distribution. Examples are drawn largely from North America with special emphasis on local conditions. Lectures and labs complement one another by providing both theoretical and applied perspectives.

3:0:2

NOTE: Geography 180 and 190 may be used to fulfill the science requirement for an Arts degree. Students planning advanced study in Geography should take both Geography 180 and 190 in any sequence or concurrently.

Geography 195 (3) and Geography 295 (3)

These numbers are reserved for Geography courses that may be offered from time to time by:

- College Geography Faculty who may wish to present a course in their specialty which may be of limited interest, or
- Visiting Geography Lecturers.

Announcements regarding Geography 195 and 295 offerings will be made in term schedules.

NOTE: Prerequisites will be made by special bulletin.

Geography 250 (3)

ECONOMIC GEOGRAPHY

This course provides a basic introduction to the principles of economic geography and locational analysis. It is a second level course emphasizing the theoretical and quantitative methods and techniques used by the geographer. It stresses contemporary problems associated with the use of space and with the economic behaviour of modern society together with techniques used in interpreting regional disparities, spatial organization of industry and patterns of transportation and communications.

Prerequisites: Geography 100 or any other Human Geography course or other Social Science alternative with the permission of the instructor.

3:1:0

Geography 270 (3)

CULTURAL GEOGRAPHY

This course presents a geographical interpretation of human society. This includes analysis of man-made landscapes, of culture regions, of the intricate relationships between the physical-natural environment and people and analysis of the spread of culture elements over time and space.

Prerequisites: Geography 100 or any other Human Geography course or other Social Science alternative with the permission of the instructor.

3:1:0

Geology (Geol) Courses

Geology 110 (3) and Geology 210 (3)

INTRODUCTION TO GEOLOGY I AND II — LAB SCIENCE

A laboratory science course providing an introduction to physical and historical geology. It includes consideration of the origin and structure of the earth, rocks and minerals, deformation of the earth's crust, erosion and land forms, history of the earth and development of life and economic geology. Evidence will be examined in the laboratory and in the field.

Prerequisite: Geology 110: none. (Normally taught only in Fall)

Prerequisite: Geology 210: 110. (Normally taught only in Spring)

3:0:2

Geology 115 (3) and 215 (3)

INTRODUCTION TO GEOLOGY I AND II — NON-LAB

A Geology course for non-science majors which provides an introduction to physical and historical geology. It includes consideration of

the origin and structure of the earth, rocks and minerals, deformation of the earth's crust, erosion and landforms. History of the earth and development of life.

2:2:0

Prerequisite: Geology 115: none

Prerequisite: Geology 215: 115.

German (Germ) Courses

German 115 (3) and German 215 (3)

BEGINNERS' GERMAN

Fundamentals of speaking, reading and writing German; a prerequisite to the concentrated study of German. Introductory courses for students who have little or no previous knowledge of German.

Prerequisite for German 115: none.

Prerequisite for German 215: German 115 or permission of the department.

3:0:1

German 119 (3) and German 219 (3)

GERMAN LANGUAGE AND LITERATURE

A course consisting of a thorough review of language structure and grammar, plus oral and written German based on the reading of contemporary German authors.

Prerequisite for German 119 and 219: German 215, German 12 or equivalent, or permission of the department. German 119 and 219 can be taken in any order.

3:1:0

German 329 (3) and German 429 (3)

A SURVEY OF GERMAN LITERATURE

This is an advanced course dealing with representative works of German literature from 1800 to the present, along with oral and written practice in German.

Prerequisite for German 329: German 219 or equivalent, or permission of the department.

3:1:0

Prerequisite for German 429: German 329.

Greek Courses

Greek 115 (3) and Greek 215 (3)

INTRODUCTORY GREEK AND ELEMENTARY GREEK

Greek 115 — An introduction to Greek. The element of the language. Simple readings.

3:1:0

Greek 215 — A continuation of Greek 115 with readings in prose and verse. These two courses will prove especially useful to students of Classical Studies, Comparative Literature, History, Religious Studies, and Romance Languages.

3:1:0

Prerequisite for Greek 115: none.

Prerequisite for Greek 215: Greek 115.

Offered from time to time at the discretion of the department.

History (Hist) Courses

History 111 (3)

THE HISTORY OF GREECE

The Bronze Age (Minoan and Mycenaean civilizations); the transition through the so-called 'Dark Ages' to the rise of the city states and the colonization of the Mediterranean; the achievements of the classical period (500-323 B.C.) particularly of the Athenian democracy and empire.

4:0:0

History 113 (3)

HISTORY OF THE EARLY MEDIEVAL WORLD

A study of the most pertinent aspects of early Medieval History from the decline of Rome to about the year 1000 A.D. Special attention will be given to the development of characteristic institutions and ideas in this period. The course will focus upon the disintegration of the classical world and the genesis of a new form of civilization in Europe.

3:1:0

NOTE: This course will be offered during the Fall term only.

History 114 (3)

WESTERN THOUGHT AND INSTITUTIONS

The development of the political thought, religion, science, economics, and culture of the Western World from 1500 to 1763. An introductory course recommended as a basis for studies in Modern History.

3:1:0

History 115 (3)

MODERN HISTORY (1900 to 1939)

A study of Europe at the turn of the century; the causes, the events, and aftermath of World War I; the "Search for Security" and the League of Nations; the Great Depression and the rise of totalitarian states.

3:1:0

History 116 (3)

EARLY CANADA

The analysis of early French and English colonies on the eastern coast through the period of colonial rivalry; their impact on the native Indian culture; the British conquest; the conflict of cultures; social, economic, and political developments to 1867.

3:1:0

History 117 (3)

B.C. HISTORY

An introduction to methods in historical research within the context of British Columbia history. The course will examine such topics as Indian-European cultural contact, the colonial period, the structure of British Columbia's society and economy, and the province's entry into confederation.

2:2:0

History 119 (3)

AMERICAN HISTORY (FROM EARLY COLONIES TO THE CIVIL WAR)

A study of the struggle of the first British colonies for economic existence, for political independence, for continental expansion, and for political unity.

3:1:0

History 122 (3)

BRITISH IMPERIAL HISTORY

An analysis of British Expansion 1497-1857. The major themes include exploration, colonization, mercantilist economics, the American Revolution and the birth of a free trade empire.

3:1:0

History 195 (3) and History 295 (3)

These numbers are reserved for History courses that may be offered from time to time by:

- College History Faculty who may wish to present a course in their specialty which may be of limited interest; or
- Visiting History Lecturers.

Announcements regarding History 195 and 295 offerings will be made in term schedules.

3:1:0

History 211 (3)

THE HISTORY OF ROME

The growth of Rome: The development of her political institutions, the acquisition of the empire, the collapse of the Republic, the political and social history of the Empire, and the decline and fall.

4:0:0

History 213 (3)

HISTORY OF THE LATE MEDIEVAL WORLD

A study of the most pertinent aspects of the late Medieval World from about the year 1000 A.D. until the Italian Renaissance. Special attention will be given to the development of institutions and ideas in this period.

Prerequisite: History 113; or with permission of the instructor; or both courses may be taken concurrently.

4:0:0

NOTE: This course will be offered in the Spring Term.

History 214 (3)

WESTERN THOUGHT AND INSTITUTIONS

This course is a continuation of History 114, extending from the mid-eighteenth century to 1900. It gives special attention to the Enlightenment, the Industrial Revolution, the French Revolution, and the development of society in nineteenth century Europe. This is an introductory course which is recommended as a basis for studies in Modern History.

Prerequisites: History 114; or with permission of instructor; or may be taken concurrently.

3:1:0

History 215 (3)

MODERN HISTORY (1939 TO PRESENT)

A study of the conflicts leading to World War II; the events and global aspects of the war; the "Cold War" tension; the impact of growing Communism and the emergence of the People's Republic of China; the collapse of colonialism and resultant rise of the new nationalism in Asia and Africa.

Prerequisites: History 115; or with permission of instructor; or may be taken concurrently.

3:1:0

History 216 (3)

MODERN CANADA (1867 to 1967)

The social, political, and economic growth of Canada from sea to sea.

3:1:0

History 217 (3)

B.C. HISTORY II

A general overview of British Columbia history since 1871 with special attention to the structure of British Columbia's economy, the ethnic make-up of the province, the nature and impact of industrialization, urban development and provincial politics.

3:1:0

History 219 (3)

AMERICAN HISTORY (FROM THE CIVIL WAR TO THE PRESENT)

A study of the growth of a great power through consolidation and economic exploitation of vast lands and resources, its defiance of Old World powers, pro-and anti-isolationist factors in World War I and World War II, the problems and responsibilities of the world's great industrial giant.

3:1:0

History 222 (3)

BRITISH IMPERIAL HISTORY

A continuation of History 122, this course covers the period 1857-1960. The major developments analyzed and described are the zenith of imperialism, the decline to decadence, the birth of the Commonwealth.

3:1:0

History 369 (3)

CANADIAN-AMERICAN RELATIONS

A study of integration and conflict, from our historical beginnings to our twentieth century industrialization. The course will examine the influence the United States has had on the development of Canadian Society in the areas of economics, culture, defense and foreign policy.

4:0:0 Prerequisites: History 116 or 216; or with permission of the instructor.

NOTE: This course will be offered in the Spring Term.

The following courses may be taught from time to time.

History 139 (3) Britain in the Nineteenth Century.

History 149 (3) Britain in the Twentieth Century.

History 161 (3) Selected Issues in Canadian History.

History 330 (3) France in a Revolutionary Age.

History 333 (3) Russia in the Nineteenth Century.

Please see listings under Pacific Rim for further History offerings.

Japanese Courses.

Japanese 115 (3) and Japanese 215 (3)

BEGINNER'S COLLEGE JAPANESE I

An introduction to the fundamentals of modern Japanese. Initially, students will learn to read and write the **hiragana** syllabary followed by the **katakana** syllabary and approximately 150 **kanji** (Chinese characters). Emphasis will be placed on grammar, syntax and aural/oral practice. Upon successful completion of the course students are expected to be able to formulate and understand basic sentences in speech and writing.

Recommended Prerequisite: A Continuing Education Course in Japanese. **Note:** Due to the complicated nature of the grammar and writing system, beginning students should be aware that learning Japanese may require more study hours and a longer time frame than would be normal to master a European language.

Japanese 117 (3) and Japanese 217 (3)

BEGINNERS COLLEGE JAPANESE II

A continuation of the fundamentals of modern Japanese as spoken and written today. At the end of the course the student will be expected to know approximately 300 kanji (Chinese characters) and to be able to formulate and understand basic sentences in speech and writing. The student is also expected to be able to read most everyday sentences with the use of a dictionary.

Prerequisites: Japanese 115/215 or equivalent.

3:0:1

Journalism Program — See page 19.

Latin Courses

Latin 115 (3) and Latin 215 (3)

BEGINNER'S LATIN I AND II

Latin 115 — An introduction to the nature and structure of the Latin language; reading of simple texts in prose and verse. This course with Latin 215 will be especially useful to students interested in

Classical Studies, Medieval History, Comparative Literature, the Romance Languages, Religious Studies, Philosophy and Biological Sciences.

3:1:0

Latin 215 — An intermediate course in Latin, with emphasis on reading.

3:1:0

Prerequisite for Latin 115: none.

Prerequisite for Latin 215: Latin 115.

Arts and Science (Latin American Studies)

For diploma information see page 13.

Latin American Studies (Lat Amer) Courses.

Latin American Studies 100 (3)

INTRODUCTION TO LATIN AMERICA

This course will consider the environmental and institutional foundations as well as the developmental processes of Latin America using an interdisciplinary approach.

3:1:0

Latin American Studies 101 (3)

INTRODUCTION TO LATIN AMERICA

This course will consider the developmental processes and cultural dynamics of contemporary Latin America from an interdisciplinary perspective.

3:1:0

Latin American Studies 106 (0)

LECTURE SERIES

This is a non-credit, non-fee course. It is a one-semester series of lectures on Latin American Studies. A minimum of four lectures and a maximum of 12 will be offered during the semester.

EXTERNAL STUDIES PROGRAMS (FIELD SCHOOLS)

These are one-semester interdisciplinary programs, offered from time to time, which include several weeks of travel and study in a Latin American setting. Students will be introduced to Latin America in general and to one or more particular areas more specifically. Exact format will vary with each program. First year college level Spanish or equivalent strongly recommended.

Learning Skills Courses

Learning Skills Workshops 111-(0)

This series of 12 two-hour workshops introduces techniques to improve academic English: reading, writing, speaking and listening. Topics include time management, goal setting, note taking, efficient reading, critical reading, essay writing, etc. Students should be registered in at least 9 credit hours and have a satisfactory standard of English.

0:2:0

Library Technician Program — See page 49.

Mathematics Courses

DIAGNOSTIC TESTS

The Mathematics Diagnostic Test is designed to assess background knowledge of students registering at Langara for the first time and to establish initial placement in our sequence of preparatory and university transfer courses. The test is free, and should be written only once. Normally students should write the test if they want to register in Math 152, 153, 171 or 174.

You do **not** have to write this test if you have:

— successfully completed a previous Langara course with a grade of C or better

— an A grade in Algebra 12 (or equivalent) and want Mathematics 171

— a B grade in Algebra 12 (or equivalent) and want Mathematics 153 or 174

— a C grade in Algebra 12 (or equivalent) and want Mathematics 152

REPEATING A COURSE

A Mathematics course may be taken only twice, regardless of the grade earned in the first enrollment. The department chair, or delegate, will decide on exceptions to this rule, but **only** if space is available during the course change period.

Mathematics 100 (3)

MATHEMATICS SKILL DEVELOPMENT

— Graded S/U (See page 9)

A course in the fundamentals of arithmetic and algebra, for those likely to experience difficulty with Mathematics 150 or career mathematics or statistics courses (Mathematics 115, 118, 119, 120, 121 or Statistics 123, 124). Students are individually guided and work at their own pace, with some common class meetings.

2:2:*

NOTE: May not be used as credit towards a Langara certificate or diploma.

*individual hours arranged with instructor, according to need.

Mathematics 115 (3)

MATHEMATICS FOR RECREATION FACILITIES MANAGEMENT

Review of basics. Applications of percent. Simple and compound interest. Annuities. Economy studies. Project Management. Inventory control. Insurance.

4:0:0

Mathematics 116 (3)

MATHEMATICS FOR GENERAL INSURANCE

Topics include basic review of math and algebra; application of percent, discounts, commission, simple and compound interest, annuities, investments, loans, mortgages, insurance and premiums. An introduction to descriptive statistics and probabilities.

4:0:0

Mathematics 118 (3)

MATHEMATICS OF FINANCE

An introduction to the mathematics of finance and investment including simple interest and discount, compound interest, simple and general annuities, amortization and sinking funds, depreciation and valuation of investments.

4:0:0

Mathematics 119 (3)

MATHEMATICS OF BUSINESS AFFAIRS

Basic mathematics of everyday business affairs including simple and compound interest, promissory notes, instalment buying, trade discounts, loans, mortgages, insurance, investments, and elementary statistics.

4:0:0

Mathematics 120 (3)

MATHEMATICS FOR PHOTOGRAPHY TECHNICIAN STUDENTS

Review of basics. Logarithms and exponents. Percent and its applications. Simple and compound interest. Annuities and investments. Descriptive statistics.

4:0:0

Mathematics 121 (3)

MATHEMATICS AND STATISTICS FOR REALTY APPRAISAL

A course designed to provide students in the Realty Appraisal program with a review of basic mathematics and trigonometry, an introduction to business mathematics, annuities, graphs, and de-

scriptive statistics. Course restricted to students in the Realty Appraisal program. **4:0:0**

Mathematics 150 (3)

BASIC AND INTERMEDIATE ALGEBRA

A course in the fundamentals of algebra necessary for further study in all areas of mathematics. Topics include real number concepts, algebraic operations, linear equations and inequalities, exponents and radicals. **4:0:0**

Mathematics 152 (3)

PRECALCULUS MATHEMATICS

A course in the algebra, analytic geometry and trigonometry necessary for the study of calculus. Topics include equations and inequalities in first and second degree, functions and graphs (linear, quadratic, polynomial, log and exponential) and trigonometric functions. **4:0:0**

Prerequisite: Algebra 12 with a C standing or permission of the department based on score on diagnostic test. **4:0:0**

Mathematics 153 (3)

INTRODUCTORY CALCULUS

A course in the fundamentals of differential and integral calculus with their applications, but reviewing many of the basic algebraic and geometric concepts of precalculus mathematics. Topics include algebraic skills, limits, derivatives, curve sketching, optimization, related rates, approximation, antiderivatives and linear motion. **4:0:0**

Prerequisite: Mathematics 152 with a C- or better, B in Algebra 12, or permission of department based on score on diagnostic test. **4:0:0**

Mathematics 162 (3)

FINITE MATHEMATICS I

A presentation of mathematical models in a social, business or biological context and a consideration of specific applied problems in these areas. Some background material of historical, cultural and philosophical interest will be included. Covers basic symbolic logic, set theory, counting methods, probability and statistics. Especially appropriate (usually together with Mathematics 262) for students requiring only one year of college mathematics and will serve as basic science requirement for liberal arts students. **4:0:0**

Prerequisite: Algebra 11 or Mathematics 150 with a B standing or Algebra 12 with a C standing. **4:0:0**

Mathematics 171 (3)

CALCULUS I

This course deals primarily with differentiation. The major topics include: limits (intuitive approach), development and definition of derivatives, differentiation techniques (algebraic, trigonometric, inverse trigonometric, exponential, and logarithmic function), curve sketching (including parametric equations and polar coordinates), applications of derivatives (optimization, related rates, linear motion, differential approximations), antiderivatives, growth and decay. **4:0:0**

Prerequisite: Algebra 12 with an A standing, or permission of department based on score on diagnostic test. **4:0:0**

Mathematics 174 (3)

CALCULUS I WITH ECONOMIC AND BUSINESS APPLICATIONS

This course deals primarily with differentiation — both single and multivariable. Topics include: limits (intuitive approach); development and definition of derivatives; rules for differentiation (algebraic, trigonometric, inverse trigonometric, exponential, and logarithmic

functions); applications of derivatives (curve sketching, growth and decay, extrema, differentials, marginal analysis, compound interest, the logistic curve, Taylor polynomials, l'Hospital's rule, Newton-Raphson method); differentiation of functions of several variables (partial derivatives, total differentials, extrema, Lagrange multipliers, applications). **4:0:0**

Prerequisite: Mathematics 152 with a C- or better, B in Algebra 12, or permission of the department based on score on diagnostic test. **4:0:0**

Mathematics 210 (3)

BUSINESS ANALYSIS BY COMPUTER

An introductory course in the solution of mathematic problems encountered in business. Course features include:

- student access to a computer,
- instruction in spreadsheet programming,
- analysis of common business calculations and their computer solution. **4:0:0**

Mathematics 231 (3)

CONCEPTS OF COMPUTER MATHEMATICS

The course background will consist of an introduction to study of numeration systems, Set Theory, Logic, Boolean Algebra, Switching Networks, Linear, non-Linear, and Logarithmic function, Systems of Linear operations, Matrix Algebra, applications into Linear Programming. FORTRAN or BASIC will be taught to provide necessary practical applications. **4:0:0**

Prerequisite: Registration in a career program, or Computer Science 135 (may be taken concurrently). **4:0:0**

Note: See Computer Science 135 course description and its prerequisites.

Mathematics 250 (3)

GEOMETRY

Topics will include: areas, similar figures, the circle, the ellipse, and the parabola. This course is not intended for students who have had geometry in high school. **4:0:0**

Prerequisites: Mathematics 11 or Mathematics 150 (may be taken concurrently). **4:0:0**

Mathematics 253 (3)

INTRODUCTION TO CALCULUS (CONTINUED)

Study of the concepts introduced in Mathematics 153 as they pertain to transcendental functions. **4:0:0**

Prerequisite: C- or better in Mathematics 153. **4:0:0**

Mathematics 262 (3)

FINITE MATHEMATICS II

A sequel to Mathematics 162, covering matrix methods, applications to linear programming and Markov chains, Mathematics of Finance and selected optional topics. The approach will be similar to that of Math 162. **4:0:0**

Prerequisite: Mathematics 162 with a C- or better. **4:0:0**

Mathematics 271 (3)

CALCULUS II

This course deals primarily with integration and series. The major topics include: the concept of integration, techniques of integration, applications of integration, the calculus of space curves as defined by vectors or parametric equations, and infinite series. **4:0:0**

Prerequisite: Mathematics 253 or Mathematics 171 with a C- or better. **4:0:0**

Mathematics 274 (3)

CALCULUS II WITH ECONOMIC AND BUSINESS APPLICATIONS

The definite integral; techniques of integration, including trigonometric substitution and inverse trigonometric functions; numerical integration; improper integrals; applications of integration (present value and population density); probability and calculus, double integration, introduction to differential equations, introduction to matrix algebra with applications (input-output models, graphical linear programming, etc.). **4:0:0**

Prerequisite: Mathematics 171, 174 or 253 with C- or better. **4:0:0**

Mathematics 310 (3)

QUANTITATIVE METHODS IN BUSINESS

Applications of basic mathematics, calculus, and linear algebra to business administration. Includes linear programming, sensitivity analysis, transportation problems, discounted cash flows, decision analysis. Required of all students in the first year Commerce program. **4:0:0**

Prerequisite: Mathematics 171, 174 or 253 with a C- or better. (May be taken concurrently with permission of the department.) **4:0:0**

Mathematics 311 (3)

BUSINESS APPLICATIONS OF CALCULUS

Introduction to differential and integral calculus and their applications in business. **4:0:0**

Prerequisite: Mathematics 262, 171, or 253 with a C- or better. (May be taken concurrently with permission of the Department.) **4:0:0**

Mathematics 361 (3)

ALGEBRA I

Integers, integral domains, fields, vector spaces, polynomial domains, matrices, Euclidean spaces. **4:0:0**

Prerequisite: Mathematics 271 with a C- or better. **4:0:0**

Mathematics 371 (3)

CALCULUS III

Theory and applications related to the following topics: vector-valued functions, partial differentiation, extremal problems, double integrals, triple integrals, and additional topics concerning functions of several variables. **4:0:0**

Prerequisite: Mathematics 271 with a C- or better. **4:0:0**

Mathematics 373 (3)

REAL ANALYSIS

An introduction to the theoretical foundations of calculus. Topics include the nature of mathematical proof, properties of real numbers, limits, sequences, series, continuity and differentiation. **4:0:0**

Prerequisite: Mathematics 271 with a C- or better (may be taken concurrently). B or better in M171 (or consent of the instructor), and M271, if not already completed, should be taken concurrently. **4:0:0**

Mathematics 461 (3)

LINEAR ALGEBRA

A review of vector space structure and general solution of linear systems, linear combinations, linear transformations, determinants, eigenvalues and eigenvectors, quadratic forms, inner product spaces. **4:0:0**

Prerequisite: Mathematics 271 with a C- or better or permission of department. **4:0:0**

Mathematics 462 (3)

LINEAR ALGEBRA WITH APPLICATION

The least squares method; diagonalizable matrix, powers and exponentials, stochastic matrices and Markov chains, orthogonal matrices, symmetric matrices and quadratic forms, the spectral theorem, maxima and minima of functions of several variables, complex matrices. Application to statistics, economics, physics, engineering, etc. **4:0:0**

Prerequisites: Mathematics 461; Mathematics 371 with a C- or better (which may be taken concurrently). **4:0:0**

Mathematics 471 (3)

CALCULUS IV

Topics include: curves and surfaces, vector fields, line and surface integrals, Divergence Theorem, Theorems of Green and Stokes, application of the aforementioned topics, and additional topics concerning functions of several variables. **4:0:0**

Prerequisite: Mathematics 371 with a C- or better. **4:0:0**

Mathematics 475 (3)

DIFFERENTIAL EQUATIONS

First order equations; special techniques and applications; second order equations, constant coefficients; homogeneous and non-homogeneous cases and application; first order systems; basics of linear algebra (matrix algebra, Gauss-Jordan reduction, determinants); power series solutions, Laplace Transforms, Fourier series plus topics selected from linear operators, dependence and independence of solutions. **4:0:0**

Prerequisite: Mathematics 371 with a C- or better. (If you have not completed Mathematics 461, you should take it concurrently.) **4:0:0**

Modern Language Courses

Modern Language 195 (3) and Modern Language 295 (3)

These numbers are reserved for Modern Language courses that may be offered from time to time. **4:0:0**

Announcements regarding Modern Language 195/295 offerings and prerequisites will be in the term schedule.

Pacific Rim (Business)

For diploma requirements see page 31.

Arts and Science (Pacific Rim)

For diploma requirements see page 13.

Pacific Rim (Pac Rim) Courses

Pacific Rim courses are open to all students.

Pacific Rim 125 (3)

INTRODUCTION TO EAST ASIA (CHINA)

Geographical, cultural and historical background of China. Ideological, social and political aspects of China's development placed in historical context. **3:1:0**

Pacific Rim 105 (0) and Pacific Rim 106 (3)

PACIFIC RIM SEMINAR

Non-credit, non-fee courses consisting of a series of lectures and community-based experiences focusing on Pacific Rim studies and issues. Required for the Pacific Rim diplomas.

Pacific Rim 130 (3)

INTRODUCTION TO SOUTHEAST ASIA I

Geographical, cultural and historical background of Southeast Asia. The rich cultural heritage of the region is explored with an emphasis on the A.S.E.A.N. countries.

3:1:0

Pacific Rim 135 (3)

INTRODUCTION TO EAST ASIA (JAPAN)

Geographical, cultural and historical background of Japan. Ideological, social and political aspects of Japan's development placed in historical context.

3:1:0

Pacific Rim 195 (3) and Pacific Rim 295 (3)

These numbers are reserved for Pacific Rim courses that may be offered from time to time by:

- college Pacific Rim Program Faculty who may wish to present a course in their specialty; or
- visiting lecturers from Pacific Rim Countries.

Announcements regarding Pacific Rim 195 and 295 offerings will be made in term schedules.

3:1:0

Pacific Rim 221 (6) and Pacific Rim 222 (6)

SOCIETAL AND CULTURAL STUDIES I and II

Supervised projects and studies conducted on an overseas immersion basis in selected countries or areas of the Asia Pacific region. Orientation sessions and evaluation are held on campus at Langara both prior to and upon return from overseas. For details see PACIFIC RIM EXTERNAL STUDIES PROGRAM, page 31.

2:4:6

Pacific Rim 225 (3)

CONTEMPORARY CHINA

China's drive for modernization is explored with reference to the role of the Communist Party, the government and the individual. A survey of domestic policy and international relations.

3:1:0

Pacific Rim 230 (3)

INTRODUCTION TO SOUTHEAST ASIA II

Geographical, cultural and historical background of Southeast Asia. The rich cultural heritage of the region is explored with an emphasis on the relations between various nation states.

3:1:0

Pacific Rim 235 (3)

CONTEMPORARY JAPAN

Japan's place in the world is explored with reference to the role of the government, society and the individual. A survey of domestic policy and international relations.

3:1:0

Pacific Rim 340 (3) and Pacific Rim 440 (3)

CROSS-CULTURAL PERSPECTIVES

Comparative analysis of selected cultures and societies. Topics include language and communication, cultural diversity, family and kinship, myth and religion, power and authority, business and social practices, social and economic inequality, technological impact, and conflict and control.

Prerequisites:

- Pacific Rim 340: Any two Pacific Rim courses (PR 225, 235 recommended), or permission of the department.
- Pacific Rim 440: Pacific Rim 340.

3:1:0

Peace And Conflict Studies 201 (3)

THE NUCLEAR AGE

The history of the atomic bomb; the relationship of the arms race to

other global problems; causes and consequences of nuclear war; arms control and reduction. This course is not just a lecture series, but requires active student participation. No prerequisites required.

2:1:2

Peace And Conflict Studies 202 (3)

CONFLICT AND CONFLICT RESOLUTION

An active examination of levels of conflict from the interpersonal to the international. A look at the roots of conflict and the history of conflict resolution. Careers in peace-making and peace studies will also be examined. PACS 201 recommended as a prerequisite.

3:1:0

Philosophy (Phil) Courses

Philosophy is the discipline which develops the ability to think clearly, rationally, and courageously about those fundamental questions which lie at the roots of all other disciplines; questions involving the nature of thought, mind, time, infinity, freedom, moral obligation, happiness, truth and falsity; questions asked by those who seek to understand themselves, their society and their world. We welcome students who ask questions of this order. Philosophy 100, 101 and 102 may be taken in any sequence or concurrently.

Philosophy 100 (3)

INTRODUCTION TO PHILOSOPHY: (ETHICS, SOCIAL AND POLITICAL PHILOSOPHY)

An introduction to a variety of the classic responses to the questions "How should I conduct my life?" Some of the major themes discussed are happiness, moral goodness, rights, obligation, freedom.

No prerequisite required.

3:1:0

Philosophy 101 (3)

INTRODUCTION TO PHILOSOPHY: (EPISTEMOLOGY AND METAPHYSICS)

The primary questions dealt with are "What is the source and the limit to human knowledge?" and "What is the nature of reality?" Some of the major themes discussed are knowing and believing, mind and brain, truth, existence. No prerequisite required.

3:1:0

Philosophy 102 (3)

INTRODUCTION TO LOGIC

This is an introduction to elementary formal logic. Valid and invalid reasoning. Common fallacies, logical connectives "and", "or", "if" ... then". Truth tables. Propositional calculus and predicate calculus.

No prerequisite required.

3:1:0

Philosophy 103 (3)

INTRODUCTION TO PHILOSOPHY OF SCIENCE

What is science? Hypotheses, theories, and laws; induction and deduction. Testing hypotheses. Explanation in physical and social sciences: deductive, statistical, functional, empathetic, probability.

3:1:0

Philosophy 104 (3)

CRITICAL THINKING

An introduction to the principles of practical logic. The goal is to develop our logical awareness to the point where we can no longer be victimized by the rhetoric of everyday life and can present our own arguments with clarity and confidence. Students will be taught through extensive examples how to understand, criticize, and construct arguments.

3:1:0

Philosophy 105 (3)

BIOMEDICAL ETHICS

A consideration of selected moral problems arising in the health professions: experimentation on humans and animals, euthanasia, death, confidentiality, truth-telling, abortion, and the allocation of scarce medical resources. The aim of the course is to put ourselves in a position to frame rational and informed opinions on these important matters. Classes will be organized to allow for ample discussion; readings will be drawn from medical, legal, and philosophical sources. No background in law, medicine, or philosophy is presupposed.

3:1:0

Philosophy 195 (3) and Philosophy 295 (3)

These numbers are reserved for Philosophy courses that may be offered from time to time by:

- College Philosophy Faculty who may wish to present a course in their specialty which may be of limited interest; or
- Visiting Philosophy Lecturers.

Announcement regarding Philosophy 195 and 295 offerings will be made in term schedules. Prerequisites will be announced by special bulletin.

Philosophy 201 (3)

THEORIES OF KNOWLEDGE

This course will treat in greater depth and detail the issues in epistemology raised in Philosophy 101. Some of these are: the relationship between language and truth, comparative theories of meaning, and problems in mind-brain identity theory.

Prerequisite: Philosophy 100 or Philosophy 101.

3:1:0

Philosophy 202 (3)

ETHICS

A consideration of such questions as: When can we hold an individual morally responsible for his actions? What is freedom? What are my obligations to my community? From the courses of action open to me, what ought I to do? What is the nature of the good? The course will consider the views of philosophers such as Plato, Aristotle, Hume, Kant, Mill and Sartre.

Prerequisite: Philosophy 100 or Philosophy 101.

3:1:0

Philosophy 203 (3)

METAPHYSICS

This course deals with some metaphysical concepts such as: meaning, forms (Platonic), substance (as in Aristotle's Metaphysics), mind, existence and God. This course will focus on two or three of these concepts.

Prerequisite: Philosophy 201.

3:1:0

Philosophy 225 (3)

EXISTENTIALISM

We will concern ourselves with the work of the main existentialist philosophers: Kierkegaard, Nietzsche, Jaspers, Heidegger, Sartre, de Beauvoir, and Camus. In addition we will discuss the phenomenology of Husserl, which strongly influenced both Heidegger and Sartre. We will be giving special attention to questions having to do with freedom, choice and responsibility.

Prerequisite: Philosophy 100 or Philosophy 101 or consent of the instructor.

3:1:0

Philosophy 226 (3)

SOCIAL AND POLITICAL PHILOSOPHY

This course investigates the meaning of such concepts as freedom, justice, equality, power, authority and alienation, which lie at the roots of major contemporary ideologies such as liberalism, fascism, communism, socialism and anarchism.

Prerequisite: Philosophy 100 or Philosophy 101 or consent of the instructor.

3:1:0

Philosophy 227 (3)

PHILOSOPHY OF EDUCATION

In this course students are encouraged to consider the relationship between theories of epistemology, ethics and politics, and various views of the appropriate ways of treating children in order to assist them in becoming good citizens and fully developed individuals. The course will also compare the views of various philosophers on the subject of education.

Prerequisite: Philosophy 100 or Philosophy 101 or consent of the instructor.

3:1:0

Physical Education and Recreation Courses and Programs see pages 57 to 59.

Physics (Phys) Courses

NOT ALL COURSES ARE OFFERED EVERY TERM.

Physics 109

PHYSICS FOR RECREATIONAL FACILITIES OPERATORS

This is an introductory course in general Physics. The course covers selected topics from mechanics, heat, sound, optics and electricity. The content of the course and the examples discussed will be chosen so as to provide a working knowledge of the basic principles of Physics as applied to Recreational Facilities.

NOTE: Restricted to students registered in the Recreation Facilities Management Program.

Prerequisites: Algebra 11, with a minimum C grade, or Math 150.

3:1:2

Physics 114 (3)

INTRODUCTORY PHYSICS

A general course in physics for students who have had no previous physics background. The course covers mechanics, heat, sound, optics and electricity at the introductory level in the classroom and in the laboratory.

Prerequisite: Mathematics 11 with C grade minimum or Mathematics 150.

3:1:2

Physics 115 (3)

MECHANICS

An introduction to elementary mechanics. The course examines kinematics, dynamics, statics, energy, heat, and sound in the classroom and laboratory.

Prerequisites: Physics 11 with C grade minimum; Mathematics 152.

4:0:2

Physics 210 (3)

PHYSICS OF IMAGING TECHNOLOGY

Topics in electricity, magnetism and light that are of interest to imaging technology are covered. For those in the Professional Photography program.

4:0:2

Physics 215 (3)

ELECTRICITY AND LIGHT

An introduction to light and electrical phenomena. The course examines the behaviour of light and of electric charges in classroom and laboratory.

Prerequisite: A grade of "C" or higher in Physics 115. **4:0:2**

Physics 323 (3)

MECHANICS AND SPECIAL RELATIVITY I

Classical particle physics, Newton's laws of motion, conservation law, energy, momentum, angular momentum, potential energy, gravitation, planetary motion, non-inertial frames, motion in rotating frames. (Fall Term).

Prerequisites: Physics 215, Mathematics 371 (which may be taken concurrently). **3:1:0**

Physics 325 (3)

THERMODYNAMICS AND HEAT

Temperature, thermodynamic co-ordinates, equations of state, 1st Law, ideal gas, kinetic theory, 2nd Law, entropy, thermodynamic probability, partition function, enthalpy. Helmholtz's free energy, Gibb's free energy, specific heats, phase transitions, Brillouin function. (Fall Term).

Prerequisites: Physics 215, Mathematics 371 (which may be taken concurrently). **3:1:0**

Physics 327 (1)

EXPERIMENTAL PHYSICS I

An examination of mechanical and thermal processes with the aid of linear air tracks, cathode ray tubes, and optical pyrometer. (Fall Term). This course is primarily for students taking Physics 323 and/or Physics 325 who wish a complete program. **0:0:3**

Physics 423 (3)

MECHANICS AND SPECIAL RELATIVITY II

Ultimate speed, formulae for relativistic energy and momentum, difficulties with either hypothesis, Lorentz transform, Fitzgerald contraction, time dilation, composition of velocities, Doppler effect, twin paradox, proper time, four-vectors, energy, momentum four-vector, space time, modifications to dynamics.

Prerequisites: Physics 215 or 216; Mathematics 471 and/or Mathematics 475 (which may be taken concurrently). **3:1:0**

Physics 425 (3)

ELECTRICITY AND A-C CIRCUIT THEORY

Charge, current, current density, resistivity, E, B, flux, electromagnetic induction, inductive reactance, capacitive reactance, complex form of Ohm's law, impedance, admittance, networks, filters, transmission lines.

Prerequisites: Physics 215 or 216; Mathematics 471 and/or Mathematics 475 (which may be taken concurrently). **3:1:0**

Physics 427 (1)

EXPERIMENTAL PHYSICS II

An examination in the laboratory of electric fields and alternating current circuits. (Spring Term). This course is primarily for students taking Physics 423 and/or 425 who wish a complete program. **0:0:3**

Political Science (Pol Sc) Courses

Political Science 100 (3)

INTRODUCTION TO GOVERNMENT POLITICS

A comprehensive introduction to the study of government and politics. The course will examine the major concepts, methods, approaches and issues in Political Science, as well as the primary component of government structure and the political process. **2:2:0**

Note: This course is a prerequisite for all subsequent Political Science courses at Simon Fraser University.

Political Science 117 (3)

SOCIAL LEGISLATION IN CANADA

A study of federal, provincial, and municipal legislation and its application in the broad field of social welfare. **3:1:0**

Political Science 119 (3)

CANADIAN POLITICS AND GOVERNMENT

This introductory study deals with the origins and structure of Canadian Government and an analysis of the social and political forces which shape our current political system. **3:1:0**

Political Science 129 (3)

INTRODUCTION TO URBAN POLITICS

A general introduction to Canadian local politics and government, with specific focus on Vancouver and the British Columbia case. Topics will include electoral systems, party politics, local pressure groups, the role of bureaucracy, regional government and the relationship of cities to provincial and federal administrations. **3:1:0**

Political Science 130 (3)

INTRODUCTION TO POLITICAL ANALYSIS

An introduction to the scope and some of the methods (questionnaire preparation, survey research, data analysis) of political science. This course is useful to students intending to go on in Political Science, but it is also suitable for those who do not intend to take further courses in this subject. **3:1:0**

Political Science 140 (3)

INTRODUCTION TO INTERNATIONAL RELATIONS

An introduction to the politics of world society, its historical development, the major forms of analysis of global political structure and political process, contemporary problems of world society. **3:1:0**

Political Science 150 (3)

POLITICS OF THE DEVELOPED NATIONS

A comparative analysis of some foreign governments, e.g. Britain, the U.S.A., the U.S.S.R., France, Japan, or West Germany. **3:1:0**

Political Science 160 (3)

CONTEMPORARY IDEOLOGIES

An examination of major political ideologies of the 19th and 20th Centuries, including conservatism, liberalism, socialism, communism, and fascism. **3:1:0**

Political Science 195 (3) and Political Science 295 (3)

These numbers are reserved for Political Science courses that may be offered from time to time by:

- College Political Science Faculty who may wish to present a course in their specialty which may be of limited interest; or
- Visiting Political Science Lecturers.

Announcements regarding Political Science 195 and 295 offering will

be made in term schedules.

Prerequisites will be announced by special bulletin. **3:1:0**

Political Science 209 (3)

CANADIAN PUBLIC POLICY

An examination of how laws are developed and implemented in Canada. Topics will include general policy-making theory as well as the roles of the public, parliament, cabinet, and public service in policy development.

Prerequisite: Political Science 100 or 119 or permission of instructor. **2:2:0**

Political Science 219 (3)

PUBLIC ADMINISTRATION IN CANADA

A study of the administration of government in Canada, including current social and political patterns in modern large-scale organizations, the organization of the Government of Canada, and local administration. This course should be of particular interest to students planning to take Commerce.

Prerequisite: Political Science 100 or 119 or permission of the instructor. **2:2:0**

Political Science 240 (3)

FOREIGN POLICY

An introduction to the study of the foreign policies of the major regions of the world toward the global system, internal and external restraints on states, foreign policy formulation and implementation. **3:1:0**

Political Science 250 (3)

POLITICS IN THE DEVELOPING NATIONS

This course will be concerned with the political, social, and economic forces at work on the political systems of selected countries of the "Third World" (e.g. Ivory Coast, Cuba, and India.) **3:1:0**

Please see listings under Pacific Rim for further Political Science offerings.

Psychology (Psych) Courses

Psychology 115 (3)

FUNDAMENTALS OF PSYCHOLOGY I

An introduction to Psychology, emphasizing the scientific method in the study of human behaviour. The course focuses on the history and methods of psychological enquiry, the phenomena of sensation and perception, and the fundamentals of conditioning and learning. Other topics, including human development, physiology, and the properties of language, thinking and states of awareness, will be selected at the discretion of the instructor. **3:1:0**

NOTE: In the Fall Term, Psychology 115 will also be offered by cassette correspondence. See term supplement for details.

Psychology 118

EARLY CHILD GROWTH AND DEVELOPMENT I

This course looks at human development up to middle childhood. It deals with the stages of development in chronological sequence.

It also deals with concepts of development and research methods in developmental psychology. This course is oriented to the needs of students in the Early Childhood Education Program. **3:1:0**

Psychology 195 (3) and Psychology 295 (3)

These numbers are reserved for Psychology courses that may be offered from time to time by:

- College Psychology Faculty who may wish to present a course in their specialty which may be of limited interest; or,
- Visiting Psychology Lecturers.

Announcements regarding Psychology 195 and 295 offerings will be made in term schedules.

Prerequisites will be announced by special bulletin. **3:1:0**

Psychology 215 (3)

FUNDAMENTALS OF PSYCHOLOGY II

A continuation of Psychology 115 with more emphasis on the individual. The course will include the study of motivation, emotion and personality. Other topics, including theories of intelligence, the social basis of behaviour, the dynamics of adjustment, and the treatment of behaviour disorders will be selected at the discretion of the instructor. **3:1:0**

NOTE: In the spring term, Psychology 215 will also be offered by cassette correspondence. See term supplement for details. It is recommended that you take Psychology 115 before Psychology 215. Under very special circumstances, the department chairman may give you permission to take Psychology 215 before Psychology 115 or to take both concurrently.

Psychology 218 (3)

EARLY CHILD DEVELOPMENT II

This course looks at various aspects of early child development, such as cognitive and social-emotional development. It also deals with contemporary issues in early child development. This course is oriented to the needs of students in the Early Childhood Education Program. No transfer credit. Offered in the spring term only.

Prerequisite: Psychology 118 or equivalent. **3:1:0**

Psychology 317 (3)

APPLIED PSYCHOLOGY

The issues to be addressed will include two core topics (Group Processes and Intergroup Relations) and a subset of the following topics chosen on the basis of student career objectives and/or interests: Health, Expectancy Effects, Law, Public Opinion and Social Action and Consumer Behaviour. Emphasis will be placed on having students gain an appreciation of how psychology is making valuable contributions to understanding the phenomena associated with these areas of social behaviour through lecture presentations and their own small group activities. **3:1:0**

Prerequisite: Psychology 115/215 or permission of instructor. Prerequisites waived for students enrolled in career programs.

Psychology 318 (3)

PSYCHOLOGY OF THE EXCEPTIONAL CHILD

This course examines the antecedents, consequences and educational challenge of the preschool child with unusual needs and capabilities. Material will include both general and specific conditions and characteristics which make a child different, or in need of special consideration. Emphasis will be placed on observing, understanding, and promoting the psychological and educational welfare of these children. This course is oriented to the requirements of the Early Childhood Education Program. Offered in the summer semester only. **3:1:0**

Prerequisites: Psychology 118, 218, or their equivalent.

Psychology 320 (3)

INTRODUCTION TO RESEARCH METHODS

A combined lecture-laboratory course dealing with the theory of research design of experiments, the application of statistics to

laboratory exercises, and the testing of experimental hypotheses. Not offered in the summer semester. **4:0:0**

Prerequisites: Psychology 115, 215.

NOTE: Students intending to major in Psychology at a university are advised to take Psychology 320.

Psychology 322 (3)

SOCIAL PSYCHOLOGY

An examination of the effects of social influences on individual behaviour. Includes the study of attitudes, social standards, conformity, leadership, prejudice, aggression, and other social factors. **3:1:0**

Prerequisites: Psychology 115, 215 or permission of the Department.

Psychology 323 (3)

PSYCHOLOGY OF ADJUSTMENT

A study of the ways in which individuals adjust to the demands of life. An examination of the nature and sources of stress and responses to stress. **3:1:0**

Prerequisites: Psychology 115, 215 or permission of the Department.

Psychology 324 (3)

DEVELOPMENTAL PSYCHOLOGY (EARLY CHILDHOOD)

A study of the determinants of behaviour and the processes of growth and maturation during prenatal, infancy, and preschool periods. A discussion of physical, cognitive, social and emotional development. Offered in the fall term only. **3:1:0**

Prerequisites: Psychology 115 and 215 or permission of the department.

Psychology 326 (3)

PSYCHOLOGY OF DEVIANCE

An examination of deviant behaviour in its various forms with special emphasis on the relativity of the concept deviance and the differing criteria for deviance.

Prerequisites: Psychology 115, 215. **3:1:0**

Psychology 331 (3)

CORE CONCEPTS IN PSYCHOLOGY I

This course will deal with the basic findings and problems of research in the following core areas of Psychology — biological psychology, sensation, and perception, learning, motivation. It will emphasize content but it will also provide an opportunity to engage in laboratory research.

Prerequisites: Psychology 115, 215. **3:0:1**

Psychology 341 (3)

CORE CONCEPTS IN PSYCHOLOGY II

This course will deal with the basic findings and problems of research in the following core areas of Psychology — human memory and attention, language, thinking. It will emphasize content but it will also provide an opportunity to engage in laboratory research.

Prerequisites: Psychology 115, 215. **3:0:1**

NOTE: Students intending to major in Psychology at a University should take any two of the following: Psychology 320, Psychology 331, Psychology 341 in any sequence.

Psychology 424 (3)

DEVELOPMENTAL PSYCHOLOGY (MIDDLE CHILDHOOD AND ADOLESCENCE)

This course is a continuation of Psychology 324. It is a study of the cognitive, emotional, and social development of the child during middle childhood and adolescence, and the factors influencing that development. Offered in the spring term.

Prerequisite: Psychology 324 or permission of the Department. **3:1:0**

Psychology 425 (3)

DEVELOPMENTAL PSYCHOLOGY (ADULTHOOD AND AGING)

This course is a study of social, emotional, and cognitive development during the years of adulthood and aging. It will also deal with the psychological issues involved in such major life crises as death and dying. Offered in the spring term.

Prerequisites: Psychology 115 and 215 (or the equivalent). **3:1:0**

Reading Skill Courses

Reading Skill Development 100 (3)

— Graded S/U (See page 9)

This course gives instruction and practice in college-level reading. The fundamental reading skills — comprehension, vocabulary and speed — are applied to reading textbooks, essays and journal articles from all disciplines.

Prerequisite: None. **3:1:0**

Religious Studies (Rel St) Courses

Religious Studies 120 (3)

RELIGIONS OF THE EAST

An introduction to the study of religions, with emphasis on the origins, ideas, practices, and evolution of Hinduism, Buddhism (including Zen), Taoism, and Confucianism. **3:1:0**

Religious Studies 220 (3)

RELIGIONS OF THE WEST

A study of the underlying historical and social factors in the growth of three major religions of the west: Judaism, Christianity, and Islam, a look at the varieties of religious experience and the place of religion in the changing culture of modern society. **3:1:0**

Religious Studies 230 (3)

THE EVOLUTION OF EARLY CHRISTIAN THOUGHT AND SPIRITUALITY

An enquiry into the cultural roots of western Christian civilization focusing on its Jewish, Greek, Roman, and Persian antecedents and its evolution during the first four centuries of our era. Attention is given to present day issues such as biblical criticism as well as Third World political and economic factors challenging traditional beliefs. Special focus is given to Jesus the Jew and to the problem of anti-Semitism in the early church. **3:1:0**

Science Courses

Science 195 (3)

This number is reserved for Science courses that may be offered from time to time by:

a) College Science Faculty who may wish to present a course in their speciality which may be of limited interest; or

b) Visiting Science Lecturers.

Announcements regarding Science 195 offerings will be made in the term schedule. Prerequisites will be announced by special bulletin.

Science 295 (3)

A continuation of Science 195 for those special courses that may be too long to be accommodated within a single semester.

Announcements regarding Science 295 offerings will be made in the term schedule. Prerequisites will be announced by special bulletin.

Sociology (Sociol) Courses

Sociology 120, 121, and 122 may be taken in any order or concurrently.

NOTE: In general, active student involvement in each course is expected. However, there are variations in each instructor's approach, so you should obtain the particular details from each instructor before or during registration.

Sociology 120 (3)

INTRODUCTION TO SOCIOLOGY

A basic course designed as an introduction to sociological study. Analyses of selected topics concerned with understanding society. **3:1:0**

Sociology 121 (3)

INTRODUCTION TO SOCIOLOGY

A basic course designed as an introduction to all sociological study. Analyses of selected topics concerning the institutions and processes of Canadian Society. **3:1:0**

Sociology 122 (3)

SOCIOLOGY THROUGH LITERATURE

An analysis of modern sociology through selected illustrative materials from various literatures. Not offered every term. **3:1:0**

Sociology 195 (3)

This number is reserved for Sociology courses that may be offered from time to time by:

a) College Sociology Faculty who may wish to present a course in their specialty which may be of limited interest; or
b) Visiting Sociology Lecturers.

Announcements regarding Sociology 195 offerings will be made in the term schedules.

Prerequisites will be announced by special bulletin.

Sociology 200 (3)

AN INTRODUCTION TO MODERN SOCIOLOGICAL THOUGHT

An introduction to sociological theory, focusing on the key and persistent issues of the discipline. The course will consider such problems as social order versus social change, objectivity versus subjectivity, individualism versus holism, values versus facts, and other issues and will examine the major thinkers and schools of thought in sociology in the light of what they said on these issues. This course will also be concerned with the role of theory, facts, explanations, verstehen, and models in sociological inquiry.

Prerequisites: Any two of the following courses: Anthropology 120, Sociology 120, 121, or 122; or consent of the Department. **3:1:0**

Sociology 205 (3)

SOCIOLOGY OF DEVIANCE

An examination of sociological theories of deviance, focusing on

contemporary issues such as crime, juvenile delinquency, drug addiction, vandalism, the abuse of persons, prostitution, and mental illness. The institutional and informal systems of social control will be examined. May not be offered every term.

Prerequisites: Any two of the following courses: Anthropology 120, Sociology 120, 121; or consent of the Department. **3:1:0**

Sociology 222 (3)

SOCIAL CHANGE

An investigation of the sociological problems, theories, and ideas concerned with understanding and explaining social change. Various factors influencing social change will be examined. May not be offered every semester.

Prerequisites: Any two of the following courses: Anthropology 120, Sociology 120, 121; or consent of the Department. **3:1:0**

Sociology 223 (3)

INDUSTRIALIZATION

The process of industrialization, the work force, the scale of society, consensus in society, and world-wide industrialization. May not be offered during the summer term.

Prerequisites: Any two of the following courses: Anthropology 120, Sociology 120, 121; or consent of the Department. **3:1:0**

Sociology 250 (3)

THE SOCIOLOGY OF THE FAMILY

A sociological analysis of the family including sex roles, children's rights, adoption and identity, marriage, divorce, socialization, and change in both historical communities and modern industrial societies.

Prerequisites: Any two of the following courses: Anthropology 120, Sociology 120, 121; or consent of the Department. **3:1:0**

Spanish (Span) Courses

Spanish 115 (3) and Spanish 215 (3)

BEGINNERS' SPANISH

Beginners' courses in oral and written language; a prerequisite to the concentrated study of Spanish. Introductory courses for students who have no previous knowledge of Spanish.

Prerequisite for Spanish 115: none.

Prerequisite for Spanish 215: Spanish 115. **3:0:1**

Spanish 117 (3) and Spanish 217 (3)

INTERMEDIATE SPANISH

Grammar, composition, translation, oral practise, and readings in Spanish for students who have completed Grade 11 Spanish in secondary school or Spanish 215 with "C" or "C-" standing or better.

Prerequisite for Spanish 117: Spanish 11 or Spanish 215

Prerequisite for Spanish 217: Spanish 117 **3:0:1**

Spanish 119 (3) and Spanish 219 (3)

SPANISH LANGUAGE AND LITERATURE

Oral and written practice including grammar review and composition; the reading of selected contemporary authors in the Spanish language.

Prerequisite for Spanish 119: Spanish 215 with "A", "B", or "C+" standing or permission of the department, or Spanish 12 or equivalent with "A" or "B" standing.

Prerequisite for Spanish 219: Spanish 119. **3:0:1**

Spanish 301 (3) and Spanish 401 (3)

CONVERSATION, COMPOSITION, AND READING

An intermediate course including conversation, composition, translation, and reading in the Spanish language. This course may be taken concurrently with Spanish 119/219.

Prerequisite: Spanish 12 or Spanish 215 or equivalent or permission of the Department. **4:0:0**

Special Education Assistant Program — See page 51.

Statistics Courses

REPEATING A COURSE

A statistics course may be taken only twice, regardless of the grade earned in the first enrollment. The department chair, or delegate, will decide on exceptions to this rule, but only if space is available, during the course change period.

Students may obtain college credit for at most one of Statistics 123, 124, 125, 181.

Statistics 123 (3)

BASIC PROBABILITY AND STATISTICS FOR BUSINESS

Includes: collection, classification, analysis, and presentation of numerical data; measures of location and variability; probability; random samples and sampling distributions; estimation of parameters; testing hypotheses; regression; index numbers; time-series; decision theory. **3:0:1**

Statistics 124 (3)

STATISTICAL METHODS I

A first course in statistics, developed through the concept of randomness, for students in social sciences, nursing, social work, business, etc. Topics will include: experimental design, levels of measurement, descriptive statistics, regression, sampling distributions, normal distribution, estimation, hypothesis testing. THIS COURSE MAY BE FOLLOWED BY STATISTICS 224.

Prerequisite: Mathematics 11 or Mathematics 150 with a C- or better. **3:0:1**

Statistics 125 (3)

INTRODUCTORY STATISTICS WITH MICROCOMPUTER APPLICATIONS

Introduction to probability and statistics, using a spreadsheet package to facilitate calculations, graphing and presentation of data. Topics include sampling, description of univariate data, regression, correlation, cross tabulations, probability distributions, and introduction to inference. THIS COURSE MAY BE FOLLOWED BY STATISTICS 224.

Prerequisite: C+ or better in Algebra 11 or Math 150.

Registration in Computer Information Systems Program OR permission of the Mathematics Department. **3:0:1**

Statistics 181 (3)

DESCRIPTIVE AND ELEMENTARY INFERENTIAL STATISTICS

A first course in probability and statistics including: introduction to probability, descriptive statistics, sampling distributions, estimation, hypothesis testing. THIS COURSE MAY BE FOLLOWED BY STATISTICS 225 OR STATISTICS 281.

Prerequisite: Mathematics 153, 171, 174 with a C- or better or equivalent (may be taken concurrently with permission of department). **4:0:0**

Statistics 224 (3)

STATISTICAL METHODS II

A continuation of Statistics 124. Emphasis on methods and assumptions. Topics will include, elementary probability, review of estimation and hypothesis testing, Chi-square test, analysis of variance, linear regression and correlation, multiple regression, non-parametric tests. Design and data analysis, with use of computer packages.

Prerequisite: Statistics 124 or 181 with a C- or better. **2:0:2**

Statistics 225 (3)

A continuation of Statistics 181 for students who want a deeper treatment of the techniques and theory of data analysis. A brief review of probability and elementary inference will be followed by: two-sample inferences, regression and correlation, multiple regression, design considerations, analysis of variance, and non-parametric tests.

Prerequisite: Statistics 181 with a C- or better. **3:0:1**

Statistics 281 (3)

PROBABILITY AND ELEMENTARY MATHEMATICAL STATISTICS

Probability, conditional probability, random variables, moments and moment generating functions, discrete distributions including the binomial, hypergeometric and Poisson distributions, continuous distributions including the exponential, uniform, Chi-square and normal distributions, central limit theorem, applications to statistics including sampling, estimation, and hypotheses testing.

Prerequisite: Mathematics 271 with a C- or better or equivalent. (If you have not yet completed Statistics 124 or 181, you should take 181 concurrently.) **3:0:1**

Arts and Science (Women's Studies)

For diploma information see page 14.

Women's Studies (Women St) Courses

Women's Studies 105 (0)

This is a non-credit, non-fee course consisting of a series of lectures and/or films on women's issues. A minimum of four lectures will be offered during the term. Requirement for the Diploma in Arts and Science (Women's Studies).

Women's Studies 116 (3)

PERSPECTIVES ON WOMEN

An interdisciplinary study of women's experience from the perspectives of more than one of the following disciplines: sociology, psychology, history and literature. Usually offered in the fall term. A university transfer course; no prerequisites. **3:1:0**

Women's Studies 195 (3)

This number is reserved for Women's Studies courses that may be offered from time to time by:

- College Women's Studies Faculty who may wish to present a special interest course in their field of expertise; or
- Visiting Women's Studies Lecturers. Announcement regarding Women's Studies 195 offerings will be made in term schedules. Prerequisites will be announced by special bulletin.

Women's Studies 216 (3)

FURTHER PERSPECTIVES ON WOMEN

Continuing study of women's experience from the perspectives of more than one of the following disciplines: sociology, psychology, history and literature. Usually offered in the spring term. A university transfer course; no prerequisites. **3:1:0**

NOTE: Women's Studies 116 and 216 can be taken in any order.

FINANCIAL AID

SOURCES

- B.C. Student Assistance Program
- Out of Province Student Loan Programs
- Work Study Program
- Bursaries

GENERAL INFORMATION

The Financial Aid Office administers a variety of assistance programs. Personnel in the Financial Aid Office are available to assist with the completion of various applications, information and general budget planning. A brief description of programs available to Langara students follows. For more information contact the Financial Aid Office, or the receptionist in the counselling area.

1. B.C. STUDENT ASSISTANCE PROGRAM

(a) Purpose of Program

This program provides assistance in the form of Canada Student Loans, or a combination of Canada Student Loan and B.C. Student Loan, or Canada Student Loan and Equalization Fund. The amount and type of assistance awarded will be based on an assessed need as determined by the Provincial Authority. Students intending to apply for B.C. Student Assistance should be aware that it will take approximately ten (10) weeks to process a student loan application. Students are reminded that this is an assistance program that is aimed at assisting, not replacing, your own financial resources. You will be expected to pay your tuition fees from your own resources at the time of registration.

(b) How to Apply

All applicants residing in Greater Vancouver or the Lower Mainland are required to attend Financial Aid Workshops. Loan applications are complex and change each year, therefore, it is to the students' advantage to attend these workshops. Applications that are not completed correctly encounter long delays in processing. Applications and information regarding times and places for workshops are available at the reception desk in Counselling or from the Financial Aid Office.

2. OUT OF PROVINCE STUDENT LOAN PROGRAM

Student loan applications from all provinces as well as the Yukon and the North West Territories are available in the Financial Aid Office.

3. WORK STUDY PROGRAM

The Work Study Program is available to Langara students whose need has not been met through the B.C. Student Assistance Program. Applications are available at the beginning of each term from the receptionist in Counselling or from the Financial Aid Office.

4. BURSARY

A bursary is a non-repayable award which is based on financial need and satisfactory academic standing. Due to the extreme shortage of

bursary funding, only students in exceptional financial dilemmas are considered for bursary funding. Applications are available throughout the year at the reception desk in Counselling. As this type of funding is so limited, it is suggested that you bring your completed application directly to the Financial Aid Advisor for an interview.

BURSARY DESCRIPTIONS

THE BIRKS FAMILY FOUNDATION BURSARY. The Birks Family Foundation has established a bursary fund from which bursaries may be awarded by the College to needy and deserving students attending V.C.C., Langara Campus.

THE BRITISH COLUMBIA LUNG ASSOCIATION — THE CHRISTMAS SEAL PEOPLE award a \$500.00 bursary to a student entering second year (fourth, fifth or sixth semester) Nursing at V.C.C., Langara Campus in the Fall Term. Apply during the Fall Term.

THE CREDIT UNION FOUNDATION OF BRITISH COLUMBIA BURSARY. The Credit Union Foundation of British Columbia annually donates bursary money for students at V.C.C., Langara Campus. The applicant must be a needy Canadian citizen who is a B.C. resident. The applicant must be enrolled in a minimum of nine credit hours.

D.J. HUNDEN BURSARY. A bursary of \$100.00 is provided by Mr. and Mrs. D.J. Hunden to a student attending V.C.C., Langara Campus. Eligibility will be based on financial need and satisfactory academic achievement.

THE DON MCRAE BURSARY — is to be awarded on an annual basis to a student who demonstrates a genuine concern for people while pursuing a course of studies in the Humanities and Social Sciences field. This bursary was initiated on the occasion of Mr. McRae's retirement, December 31, 1982, by members of the Humanities and Social Sciences Division at Langara Campus.

THE FACULTY ASSOCIATION OF V.C.C., LANGARA CAMPUS, provides a limited number of bursaries to deserving students with demonstrated financial need.

FOOD SERVICE BURSARY - The Pacific Unit Food Service Supervisors' Association offer two \$100.00 bursaries to students who have completed one or more semesters in The Food Services Technician Program.

I.O.D.E. BURSARY FUND. Financial assistance is provided annually by the various chapters of the I.O.D.E. to needy and deserving students attending V.C.C., Langara Campus. Awards will be made on the basis of demonstrated financial need. Amounts may vary from year to year.

THE LANGARA PRINCIPALS' TRUST FUND BURSARY. These bursaries are available to students in any program and may be applied for in any term.

THE MAURICE RICHARDS MEMORIAL BURSARY is offered annually to a student who has completed one or more semesters of The Business Finance and Investment Management Program. Apply during the Spring term.

SAM NELSON MEMORIAL BURSARY. Bursaries in varying amounts are available to Native Indian students enrolled in any program at V.C.C. Langara Campus. Students must have completed at least one semester of studies at Langara.

SOCIAL SERVICES EMPLOYEES UNION LOCAL #3 MEMORIAL BURSARY. Established to assist students enrolled in community services programs. Eligibility will be based on demonstrated financial need and satisfactory academic achievement.

THE THOMAS BROOKS MEMORIAL BURSARIES. Bursaries to

a total of \$500.00 gift of the Vancouver Reciprocity Council of the P.E.O. Sisterhood, are available annually to full-time students attending V.C.C., Langara Campus. The awards will be made to students with good scholastic standing who are in need of financial assistance.

THE VANCOUVER BUSINESS AND PROFESSIONAL WOMEN'S CLUB provides financial assistance for one or two mature female students enrolled at V.C.C., Langara Campus.

THE VANCOUVER COMMUNITY COLLEGE EDUCATIONAL FOUNDATION - offers bursaries to students in any program. Apply in any term.

THE VANCOUVER MUNICIPAL AND REGIONAL EMPLOYEE'S UNION. Two bursaries are available annually to members of the Union, or to the sons, daughters, or legal dependents of members who, at the time of application, are current members in the union and have held membership in the Union for the past two years. The award will be made by the V.C.C., Langara Campus, in consultation with the Union, to a qualified applicant who is beginning or continuing full-time enrollment at V.C.C., Langara Campus. The award is based on financial need and academic standing in previous studies.

THE VANCOUVER PARENT-TEACHER COUNCIL annually offers bursaries to needy students who are graduating from a Vancouver secondary school and enrolling at V.C.C., Langara Campus.

AWARD DESCRIPTIONS

SCHOLARSHIPS

A scholarship is a cash payment, non-repayable, which is made to students in recognition of outstanding academic achievement. Scholarships are competitive, and some have additional requirements such as registration in a particular program or a particular level of studies, community and school involvement. Scholarship applications should be submitted during the first month of the term in which they will be awarded, unless otherwise specified.

In order that the competition be as equitable as possible, to be eligible, an applicant must meet the following conditions in addition to satisfying the donor requirements:

1. Completion of at least 12 credit hours in one of the last two terms of attendance, but preference will be given to those who have completed 15 credit hours in one of the last two terms of attendance.
2. Enrollment in at least 12 credit hours in the term that a scholarship application is submitted, but preference will be given to those enrolled in 15 credit hours in the term that a scholarship application is submitted.

The following listing of scholarships includes three types:

Entrance Scholarships:

available to students entering Langara into a full program of studies.

General Scholarships:

available to full-time Langara students or graduates who submit a completed application.

Direct Scholarships:

available to full-time Langara students who receive the recommendation of program faculty because they meet the specific scholarship criteria.

A BROCHURE DESCRIBING THE SCHOLARSHIPS, INCLUDING ALL RELEVANT CRITERIA, IS AVAILABLE FROM THE RECEPTIONIST IN THE COUNSELLING AREA.

A. ENTRANCE SCHOLARSHIPS

BRITISH COLUMBIA FORREST PRODUCTS LIMITED ENTRANCE SCHOLARSHIP offered annually to a legal dependent of an employee of the company, who by June 30th of the year in which the awards are made, has or will have served with the company for at least one year.

B. GENERAL SCHOLARSHIPS

THE BRITISH COLUMBIA TELEPHONE COMPANY offers two awards to students who have completed at least one academic year of study, in any program, every third year to Langara students.

BLISS MURRAY SCHOLARSHIP is an annual award established by the Langara Alumni Association to honour the memory of a former Langara student.

THE CERTIFIED GENERAL ACCOUNTANTS' ASSOCIATION OF BRITISH COLUMBIA — CONTINUING EDUCATION SCHOLARSHIP annually offers two awards equivalent in value to the student's first year tuition in the C.G.A. program.

DUTHIE AWARD provided by Duthie Books Ltd. to a full-time student in any Langara program.

THE FACULTY ASSOCIATION OF V.C.C., LANGARA CAMPUS offers nine awards annually to students with outstanding academic achievement.

THE GOEL SCHOLARSHIP IS OFFERED ANNUALLY BY Dr. and Mrs. D.P. Goel to a student who has demonstrated overall excellence in the Arts and Sciences.

HERMAN ITZINGER BURSARY/SCHOLARSHIP is awarded annually to a needy second year Art in Merchandising Program student who has demonstrated academic excellence in studio courses.

INDIA CLUB OF VANCOUVER SCHOLARSHIP is offered annually to an outstanding student in the Sciences.

INSTITUTE OF CHARTERED ACCOUNTANTS OF BRITISH COLUMBIA offers an annual award to students in the second year of a university transfer program, with preference given to students in the Accounting option.

INSURANCE INSTITUTE OF BRITISH COLUMBIA offers an annual award to students entering the second year of a Business Administration program.

IRMA MUSIL MEMORIAL AWARD is offered three times a year to Langara Nursing students in recognition of their outstanding academic and clinical achievement.

J.D. GRAY AWARD FOR EXCELLENCE IN THE DISCIPLINE OF GEOGRAPHY is an annual award intended to perpetuate the name of the Gray family of Keith, Banffshire, Scotland, whose tradition of quiet service to others has helped to make the world a better place for many.

THE JEAN L'ABBE MEMORIAL SCHOLARSHIP is an annual award to honour the memory of Jean L'Abbe, a former instructor of French, at Langara.

THE LANGARA PEACE PRIZE is awarded annually to the student who completes a project which best reflects good research, creativity and thoughtful consideration of some aspect of human relations among peoples of the world. Projects should be submitted by March 15 of each year.

LEON HOLT MEMORIAL SCHOLARSHIP is awarded annually to students enrolled full-time in the Arts and Science Diploma Program. LIBRARY TECHNICIANS ASSOCIATION OF BRITISH COLUMBIA offers an annual award to full-time students enrolled in the third or fourth semester courses of the Library Technician Program, who demonstrate academic achievement by having an overall G.P.A. greater than 3.5.

LORNA GARRETT MEMORIAL SCHOLARSHIP has been established in the memory of a long-time instructor in the Welfare Aide (Social Service Worker) Program, Lorna Garrett. The award is for graduates of this Langara program who are enrolled full-time in a degree-granting institution with the goal of obtaining a Bachelor of Social Work degree.

3M CANADA INCORPORATED offers two awards annually for students in the second year of the following programs: Computer Information Systems; Business, Finance and Investment Management; and Marketing and Sales.

OVERSEAS CHINESE VOICE FOUNDATION SCHOLARSHIP is awarded five times yearly to students enrolled in any full-time program of studies.

PACIFIC RIM SCHOLARSHIP provides tuition scholarships for two students who have completed the full first term of the Pacific Rim Program and who have enrolled on a full-time basis in the second term of the program.

PETER R. KELLER MEMORIAL SCHOLARSHIP has been established to honour the memory of Mr. Peter R. Keller, a former V.C.C. student, and is available to a student entering the second year of the Library Technician Program at Langara.

PROFESSIONAL PHOTOGRAPHERS' ASSOCIATION OF BRITISH COLUMBIA offers an annual scholarship to a third term Photography Technician Program student who demonstrates scholastic excellence and financial need.

ROSE BING MEMORIAL SCHOLARSHIP has been established to honour the memory of a former Langara laboratory demonstrator in the Biology Department. Students who have completed at least two Biology courses at Langara are eligible.

THE SOCIETY OF MANAGEMENT ACCOUNTANTS OF BRITISH COLUMBIA annually offers a Continuing Education Tuition award for a student graduating from the Accounting Program at Langara who intends to complete the R.I.A. Program.

TOM ROBERTSON MEMORIAL SCHOLARSHIP was established by the Faculty Association of V.C.C., Langara Campus, and is an annual award available to students who are enrolled in Canadian Studies who have completed the first year of the program.

VANCOUVER COMMUNITY COLLEGE LANGARA CAMPUS offers six awards annually to students with outstanding achievement, community and school involvement.

VANCOUVER STOCK EXCHANGE SCHOLARSHIP is offered annually to an outstanding student enrolled in the second year of the Business, Finance and Investment Management Program at Langara.

WILLIAM GEORGE SLATER MEMORIAL SCHOLARSHIP has been established to honour the memory of William G. Slater by Ocean Construction Supplies Limited, as Mr. Slater was a former employee and student of V.C.C.

WOOLCO-WOOLWORTH AWARD is an annual award established by the F.W. Woolworth Company for students completing the final year of a Business Administration or Marketing and Sales Program at Langara.

C. DIRECT SCHOLARSHIPS

THE ANTHONY HOLLAND SCHOLARSHIP has been established in recognition of the dedication, creativity and standard of excellence of Anthony Holland, Coordinator of the Langara Theatre Arts Program for two decades.

THE APPRAISAL INSTITUTE OF CANADA, VANCOUVER CHAPTER, has established an annual award for an outstanding, first year, Realty Appraisal Program student.

THE APPRAISAL INSTITUTE OF CANADA, BRITISH COLUMBIA ASSOCIATION, has established an annual award for an outstanding, fourth term, Realty Appraisal Program student.

EVERY HUYGHE MEMORIAL AWARD is provided by the David Lambert Memorial Fund in recognition of outstanding achievement in first year Ceramics courses in the Fine Arts Program.

BAKERS ASSOCIATION OF BRITISH COLUMBIA has established a trust which will provide annual awards for Art in Merchandising Program students who are identified by faculty as "most promising".

THE BEHNSEN AWARD is awarded annually by Behnsen Graphics Supplies Ltd. to the Fine Arts Program student who demonstrates outstanding achievement in second year Drawing.

BRITISH COLUMBIA POTTERS' GUILD has established two awards for Fine Arts Program students at Langara who demonstrate outstanding achievement in first year and second year Ceramics courses.

BRITISH COLUMBIA AND YUKON COMMUNITY NEWSPAPERS' ASSOCIATION offers three awards annually for top Langara Journalism Program students.

CANADA SPRINGFIELD APPRAISAL CONSULTANTS LTD. offer an annual award to a graduating student of the Realty Appraisal Program at Langara for achieving the highest mark on the National Comprehensive Exam.

CANADIAN INFORMATION PROCESSING SOCIETY, Vancouver Section provides an annual scholarship plus a one year membership in the Society to students enrolled in the second of the Computer Information Systems Co-op Education Program.

CAROUSEL THEATRE SCHOLARSHIP has been established by the Carousel Theatre, a company dedicated to producing professional theatre for the youth audience and general public. One award is offered annually for a student who best exemplifies the ensemble spirit and is enrolled in the second year of the Langara Theatre Arts Program.

CRAFT'S ASSOCIATION OF BRITISH COLUMBIA offers an annual award to a Fine Arts Program student who demonstrates outstanding achievement in second year Ceramics.

DAVID LAMBERT MEMORIAL AWARD is provided by the David Lambert Memorial Fund for outstanding achievement in the first year of the Fine Arts Program.

DAVID LAMBERT MEMORIAL AWARD is provided by the David Lambert Memorial Fund for outstanding achievement in the second year of the Fine Arts Program.

DAVID LAMBERT MEMORIAL AWARD is provided by the David Lambert Memorial Fund for outstanding achievement in Printmaking courses in the Fine Arts Program.

DAVID PRITCHARD MEMORIAL SCHOLARSHIP has been established to honour the memory of Mr. David Pritchard, a former V.C.C., Langara Campus, Theatre Arts student. Two awards are available annually to students enrolled in the Theatre Arts Program at Langara.

THE DUTHIE AWARD has been established by Duthie Books Ltd. to recognize the outstanding achievement of a Fine Arts Program student enrolled in either the first or second year of the program.

ERNEST E. LIVESAY MEMORIAL PRIZE IN MATHEMATICS is an annual award in memory of a member of the Langara Mathematics Department. The award is available to students demonstrating academic excellence in at least two University Transfer mathematics or statistics courses.

FAIREY AND COMPANY LTD. provides two awards annually to

recognize the outstanding achievement of Fine Arts Program students enrolled in first and second year Sculpture courses.

THE FRANK J. ZAMBONI CO. LTD. AND THE CROCKER EQUIPMENT CO. LTD. SCHOLARSHIP is offered to the student with the top academic standing in the first year of the Recreation Facilities Management Program and who is enrolled in the second year of the program.

GROVER, ELLIOTT & COMPANY LTD. have established an annual award for the Realty Appraisal Program student who has achieved the highest marks in Appraisal 118, 218 and 318.

JACK DIGGLE MEMORIAL AWARD is provided by the David Lambert Memorial Fund in recognition of outstanding achievement in second year Ceramics courses in the Fine Arts Program.

THE JOE DUKOWSKI MEMORIAL SCHOLARSHIP established by the Recreation Facilities Association of British Columbia is awarded annually to the student demonstrating outstanding achievement in the second year of the Recreation Facilities Management Program at Langara.

KELLY DOUGLAS & COMPANY LIMITED offers two awards annually for students enrolled in the first and second year of the Food Services Technician Program.

LANGARA FACULTY EDUCATIONAL EXCELLENCE SCHOLARSHIP, established by the Faculty of Langara Campus, as a means of demonstrating concretely and constructively their commitment to education excellence. It is available annually for students who have a superlative grade point average, and who give evidence of outstanding work beyond the requirements of any particular course.

THE LEON HOLT MEMORIAL SCHOLARSHIP FOR JOURNALISM is an annual award available to a Langara Journalism Program student who has demonstrated public responsibility in Journalism.

MARGARET H. OTTEM SCHOLARSHIP has been established to honour the hard work and dedication of former Food Services Technician Program Coordinator, Mrs. Margaret H. Ottem, and is available to a member of each graduating class of the Food Services Technician Program.

MARGO HARTLEY MEMORIAL SCHOLARSHIP is an annual award in memory of a Langara instructor who taught English and Communications courses.

The award is available to students in Career Programs who have demonstrated excellent performance in the Communication courses in their Program.

MARKETING AND SALES PROGRAM TUITION SCHOLARSHIP is an annual award that recognizes the outstanding achievement of a student enrolled in the first year of the Marketing and Sales Program at Langara.

MEL FEARMAN AWARD is offered annually to a second year Fine Arts Program student who has exhibited the most progress in workshop skills over the two years of the Program.

MONTREAL TRUST COMPANY OF CANADA SCHOLARSHIP is an annual award designed to recognize the outstanding academic achievement of a Business Finance and Investment Management student, during the first year of the Program.

THE "PENNY WISE" LANGARA JOURNALISM SCHOLARSHIP has been established by Evelyn A. Caldwell to assist a woman having journalistic promise to pursue a career in her chosen field.

SCOTT SCHILL MEMORIAL SCHOLARSHIP is an annual award to the graduating student in the Journalism Program at Langara who demonstrates the highest proficiency in all program subjects.

STRANCO SYSTEMS LTD. SCHOLARSHIP is an annual award to a first year Recreation Facilities Management student who achieves

the highest grade point average in the second term of the program. TENLINE SALES offers two awards annually to Fine Arts Program students who demonstrate outstanding achievement in first and second year Painting courses.

THOMAS KAKINUMA MEMORIAL AWARD, donated by the David Lambert Memorial Fund, is an annual award for a student who demonstrates outstanding achievement in first or second year Ceramics and/or Sculpture courses.

TOM ROBERTSON MEMORIAL SCHOLARSHIP was established by the Faculty Association of V.C.C. Langara Campus and is an annual award available to students who have completed all of the requirements for the Canadian Studies Diploma.

TOUCHSTONE THEATRE SCHOLARSHIP has been established by the Touchstone Theatre Society, one of Vancouver's leading alternate theatre companies which specializes in the production of Canadian plays. One award is offered annually to the second year Theatre Arts student who has shown exceptional progress in his or her work.

UTLAS INTERNATIONAL CANADA provides an annual scholarship for academic excellence in the first year of the Library Technician Program.

VANCOUVER-NEW WESTMINSTER NEWSPAPER GUILD offers two awards annually for students enrolled in the Journalism Program at V.C.C. Langara.

VIC SCOTT PURCHASE AWARD is offered annually to the student who demonstrates outstanding achievement in first year Drawing courses in the Fine Arts Program at Langara.

VIC SCOTT PURCHASE AWARD, two of which are offered annually to the students who demonstrate outstanding achievement in the first and second year Design courses of the Fine Arts Program at Langara.

VICTORIA PRESS GALLERY SCHOLARSHIP is awarded annually to the Langara Journalism Program student who has been judged by his peers as having made the greatest contribution to the Voice Newspaper or the radio station C.N.B.C.

WILLIAM V. FALCUS AND ASSOCIATES SCHOLARSHIP is an award to the graduating student of the Realty Appraisal Program at Langara who demonstrates good scholastic standing and has made a major contribution to the class by displaying a co-operative, understanding and helpful attitude.

CAMPUS OFFICERS AND SENIOR STAFF:

CANE, D., B.Sc., Ph.D. (Birmingham), Principal.

HOLMES, L.J., R.N., B.Sc. (Alberta), M.Ed. (Brit. Col.), Dean of Administrative and Student Services.

HORSLEY, J., Dip. Ed. (Edinburgh) M.A. (Hons.), (St. Andrews), Dean of Instruction, Arts and Science.

KERR, R. F., B.A., B.PED, B.Ed. (Manitoba), Dean of Instruction: Career Programs.

CHEN, T. T. Y., B.Comm (McGill), M.B.A. (Brit. Col.), C.M.A., Assistant Dean, Administrative Services.

NIELSEN, V. A., Dip. Arts and Science (V.C.C.), B.A. (Brit. Col.) M.A. (S.F.U.), Registrar.

GAETANNE, V., B.Sc. (Wash.), Operations Analyst.

JOSEPH, H., Financial Aid Advisor.

PARADIS, T., Dip. Arts and Science (V.C.C.), Records Officer.

BALMFORTH, S., Administrative Manager

ANDERSEN, R., Office Manager, Continuing Education.

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