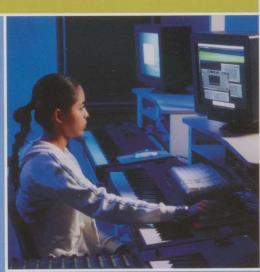
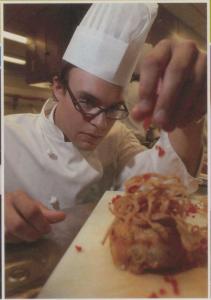
VANCOUVER COMMUNITY COLLEGE

VCC programs 2005/2006



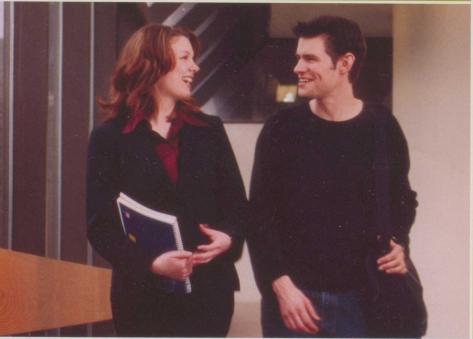






Welcome to Vancouver Community College





VCC Programs

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Apprenticeship Training

VCC offers a range of apprenticeship programs, designed to give people working in the field the ongoing training needed for apprenticeship certification.

■ Lengths vary ■ Broadway and Downtown campuses (depending on program)

VCC offers the following apprenticeship training:

Baking and Pastry Arts Apprentice

Culinary Arts Apprentice

Automotive Collision Repair Apprentice

Automotive Painting and Refinishing Apprentice

Automotive Refinishing Prep Apprentice

Automotive Technician Apprentice

Commercial Transport Vehicle Mechanic Apprentice

Diesel Engine Mechanic Apprentice

Heavy Duty Mechanic Apprentice

Business

Full-time

Accounting

A computer-oriented program designed to provide the necessary skills to understand and apply the principles of accounting for proprietorships, partnerships and corporations. Includes instruction in oral and written communications and business law.

■ 12 months ■ Certificate ■ Downtown campus (Accounting ESL also available — 16 months)

Administrative Assistant

Training in essential computer software packages to prepare students for today's office environment as well as communications and time management skills.

■ 8 months ■ Certificate ■ Downtown campus

Legal Administrative Assistant

Designed for administrative assistants; training in general legal procedures, litigation, corporate and family law, wills and estates, and conveyancing.

5 months Certificate Downtown campus

Transportation Logistics

Study of the transportation system with a focus on the international movement of cargo; importing, exporting, buying and selling transportation services.

■ 9 months ■ Certificate ■ Downtown campus

Part-time

Applied Business Technology Core

Web-based training in office management. Develop effective oral and written communications and time management techniques; create, revise, transcribe and process business correspondence and documents.

Online

Executive Assistant

Learn advanced communications skills, business administration concepts, human relations and supervisory techniques. Prepares graduates for the Certified Professional Secretary (CPS®) certification exam.

■ Six 36-hour courses ■ Certificate ■ Downtown campus

Financial Management

Intermediate financial accounting, introduction to management accounting, finance, economics, and computer-based systems.

■ 9 courses ■ Certificate ■ Downtown campus

Cosmetology

Esthetics (Skin Care)

Training for one of North America's fastest-growing industries, including skin care, manicures, make-up and facials.

■ 7 months ■ Certificate ■ Downtown campus

Hairstyling - Women's and Men's

Training in haircutting, perming, colouring, styling, anatomy, physiology and small business management.

■ 10 months ■ Certificate ■ Downtown campus (Hairstyling – Women's and Men's ESL also available – 14 months)

English as a Second Language

Academic and Professional English - Self-Paced

An alternative program for students with professional education and experience from their former countries.

Downtown campus

College Preparatory English (CPE)

Suitable for advanced-level ESL students to prepare for study at Canadian colleges and universities.

Morning and evening classes available ■ Certificate ■ Broadway campus

English Language Services for Adults (ELSA)

Full-time and part-time English language instruction for immigrants to Canada.

■ Broadway campus

English Language Skills (ELS)

Part-time and full-time courses for all levels from lower beginner to upper advanced.

■ 3 months ■ Broadway campus

English Language in the Workplace

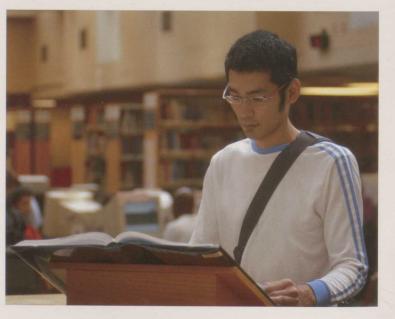
Three courses at the advanced level: English for Business and Customer Relations, English for Health Sciences, English for the Canadian Workplace. ■ 4 months (part-time) ■ Broadway campus

ESL Outreach

- Classes available at all levels and in many locations throughout Vancouver and Burnaby.
- 3-month programs
- Learning Centres in public libraries and a neighbourhood house offer free help to adult ESL students.
- The Homefront Learning program provides volunteers who tutor in the home of students who cannot go to regular classes; available in Vancouver and Burnaby.

International Education English Language Skills

Special programs designed exclusively for international students.



Check www.vcc.ca for the latest information on courses, programs and fees.

First-year University Courses

VCC offers a variety of first-year, fully transferable university credit courses in the arts, humanities and sciences. Students benefit from smaller class sizes, greater support from instructors and a learning environment that is centred around you and your goals.

Courses include biology, calculus, chemistry, English, human anatomy and physiology, introduction to statistics, physics, psychology, and sociology. Both day and evening courses available.

Health Sciences

Access to Practical Nursing

Prepares graduates to work in hospital medical areas, long term care facilities and community facilities.

■ 8 months ■ Certificate ■ Downtown campus



Dental Assisting

Prepares students for licensure with the College of Dental Surgeons and employment providing chairside assisting support and direct patient care.

■ 10 months ■ Certificate ■ Downtown campus

Dental Hygiene

Prepares graduates for registration with the College of Dental Hygienists of BC as self-regulating professionals. Students have the opportunity to apply knowledge and skills in the VCC Dental Clinic as part of their training.

■ 2 years ■ Diploma ■ Downtown campus

Dental Reception Coordinator

Training in dental knowledge, organizational and communications skills, financial management, and knowledge of specialized dental office procedures.

■ 4 months ■ Certificate ■ Downtown campus

Dental Technology

Training in the technical skills of constructing dentures, crowns and bridges, ceramics and orthodontic appliances.

■ 2 years ■ Diploma ■ Downtown campus

Denturist

Students acquire the specialized knowledge, skills and professional attributes to launch a career in this field including the provision of complete dentures, partial dentures and overdentures.

■ 2 years ■ Diploma ■ Downtown campus

Home Support/Resident Care Attendant

Focuses on direct patient care in continuing care, including special care units, intermediate and extended care, and home support.

■ 7 months ■ Certificate ■ Downtown campus

(Home Support/Resident Care Attendant ESL also available – 10 months)

Hospital Pharmacy Technician

Designed for previous graduates of a recognized pharmacy technician program who have a minimum of two years recent experience or those who have been trained on the job as pharmacy technicians who also have a minimum of two years recent experience.

■ 4 months ■ Certificate ■ Downtown campus

Medical Laboratory Assistant

Prepares students as assistants in private medical labs and hospital labs. ■ 6 months ■ Certificate ■ Downtown campus

Medical Office Assistant

Prepares students for employment in physicians' offices, hospital departments, walk-in medical clinics and public health agencies.

■ 9 months ■ Certificate ■ Downtown campus

Medical Secretary

Studies in advanced medical terminology, word processing, databases, spreadsheets; preparing medical research documents, medical manuscripts and transcription.

■ 9 months ■ Certificate ■ Downtown campus

Medical Transcriptionist

Studies in advanced medical terminology, anatomy, physiology and disease processes; medical transcription in numerous specialties.

■ 9 months ■ Certificate ■ Downtown campus

Nursing Unit Clerk/Hospital Unit Coordinator

Prepares students for employment in a hospital nursing unit or outpatient department.

■ 7½ months ■ Certificate ■ Downtown campus

Occupational/Physical Therapist Assistant

Designed to provide students with the skills, knowledge and attributes required to work in this field. The program includes a combination of classroom work, lab activities and practicums.

■ 2 years ■ Certificate ■ Downtown campus

Pharmacy Technician

Prepares students for employment as pharmacy technicians in community and hospital pharmacies.

■ 5½ months ■ Certificate ■ Downtown campus

Practical Nursing

Prepares graduates to work in hospital medical areas, long-term care facilities and community facilities.

■ 12 months ■ Certificate ■ Downtown campus

Practical Nurse Refresher/Transition Certificate

Designed to assist practical nurses and internationally educated nurses who are required by the College of Licensed Practical Nurses of B.C. to refresh their nursing skills.

■ 6½ months ■ Certificate ■ Downtown campus

Part-time

Acute Care Skills for Home Support/Resident Care Attendant

This program is intended for those who have successfully completed training and are working in the continuing care field as home support workers or resident care attendants.

■ 120 hours ■ Certificate ■ Downtown campus

Caring for Persons with Dementia

Designed for persons already working as part of a health care team in continuing care.

■ 120 hours of class time plus one week of clinical practice ■ Certificate

Downtown campus



Community Pharmacy Assistant

Designed to prepare graduates to work in a community pharmacy (drug store or retail setting) as a pharmacy assistant.

■ 240 hours ■ Certificate ■ Downtown campus

Dental Assisting

Provides education leading to a career as a certified dental assistant.

■ 2-5 years ■ Certificate ■ Distance delivery

Pathology Attendant

This home study program is designed to provide students with opportunities to develop the knowledge, skills and values necessary to assist in autopsy services.

■ 2 years ■ Certificate ■ Distance delivery

Resident Care Attendant Upgrade

Provides training to caregivers currently working as aides in a continuing care setting.

■ 10 courses ■ Certificate ■ Downtown campus

High School Completion and Upgrading

Academic Upgrading and High School Courses (Grades 9-12)

Courses include: English, mathematics, business and computers, social sciences, and General Education Development (GED). Classroom-based and self-paced classes available.

Broadway campus

Access to Careers and Education (ACE)

This full-time program is designed to help students identify and act on realistic short-term and long-term education and career goals.

■ 4 months ■ Certificate ■ Broadway campus

Adult Basic Education (ABE) Intermediate Program for Youth (Grade 10 equivalency)

Personalized, self-paced instruction; academic upgrading in a learning environment structured to meet the needs of young adults 15-18 years old. ■ Certificate ■ Broadway campus

Basic Education - ABE Fundamental Certificate Program (up to end of Grade 8)

Adult literacy program with classes in reading, writing and mathematics.

■ Certificate ■ Broadway campus

Deaf and Hard of Hearing Adults

Basic skills to Grade 10 level for further academic and/or vocational training: English grammar, reading, vocabulary and writing; mathematics skills; speechreading, American Sign Language and English as a Second Language for deaf newcomers to Canada.

■ Broadway campus

Employment and Educational Access for Women (EEAW)

An educational, career exploration and planning program designed to help women achieve their occupational goals.

■ 4 months ■ Certificate ■ Broadway campus

Visually Impaired Adult Programs

Basic skills for further vocational and/or academic training including Braille, computer software, keyboarding, English and mathematics.

■ Self-paced ■ Broadway campus

Information Technology for Visually Impaired Adults

Designed to provide a flexible environment for visually impaired and blind students to learn the computing skills that will enable them to succeed in further study in mainstream college or university programs.

■ 840 hours ■ Certificate ■ Broadway campus

Hospitality

Full-time

Asian Culinary Arts Cook Training - Chinese Cuisine

Learn techniques such as stir-fry, pan-fry, wok and barbecue. This is a bilingual program taught in both English and Cantonese.

■ 6 months ■ Certificate ■ Downtown campus

Baking and Pastry Arts - Breads (General Baking)

Training to work in the baking industry in an entry-level position.

- 10 months Certificate Downtown campus
- Apprenticeship training available



Baking and Pastry Arts - Patisserie (Cakes and Pastries)

Training to work in the baking industry in an entry-level position.

- 10 months Certificate Downtown campus
- Apprenticeship training available

Baking and Pastry Arts ESL

Designed to train English as a Second Language students as baking assistants. Patisserie and bread specialties available.

■ 12 months ■ Certificate ■ Downtown campus

Cooking ESL

Professional training in breakfast, lunch and dinner cooking for English as a Second Language students.

■ 10 months ■ Certificate ■ Downtown campus

Culinary Arts

Comprehensive training in all aspects of modern North American and classical cuisine.

- 12 months Certificate Downtown campus
- Apprenticeship training available

Hospitality Management

Focuses on food and beverage, accommodation, human resources, marketing and business skills.

Cooperative education option also available.

■ 2-year diploma ■ Bachelor's degree ■ Downtown campus

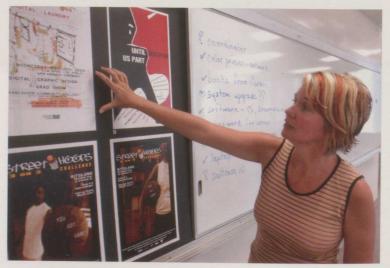
Part-time

Baking and Pastry Arts Upgrade

Provides experienced bakers with specialized training.

■ 1-4 months depending on specialty selected. ■ Downtown campus

Instructor Training



Check www.vcc.ca for the latest information on courses, programs and fees.

Certificate in Online/eLearning Instruction

This program builds on a foundation of professional preparation in instructor education and on professional experience as an educator. Completion of the certificate is a follow-up to prior instructor training. ■ 135 hours ■ Certificate ■ Online

Diploma in Adult Education

Provides advanced training for education professionals in the private and public sector in adult learning, education management, communications and curriculum design. Credits are applicable towards Bachelor and Master of Education degree programs.

■ 8 weeks full-time, 9-12 months part-time

Provincial Instructor Diploma Program

A Ministry of Advanced Education program to provide instructional skills for individuals teaching or wanting to teach adults in private and public colleges in B.C.

■ 6 weeks full-time, 6-12 months part-time ■ Certificate or Diploma

Train-the-Trainer Certificate Program

Designed for training professionals wanting to acquire new skills. Credits are applicable towards the Provincial Instructor Diploma.

■ 3 weeks full-time, 3-6 months part-time

Music, Art and Design

Full-time

Digital Graphic Design

Provides in-depth training in a range of graphic software; students develop skills in several areas: photo manipulation, illustration and page layout; 2D animation and 3D modelling; web page design.

■ 9 months ■ Certificate ■ Downtown campus

Jewellery Art and Design

Unique program that emphasizes both the artistic and technical aspects of jewellery-making.

■ 2 years ■ Diploma ■ Downtown campus



Music Diploma

University-transferable program offering professional training in classical, contemporary and world music.

■ 2 years ■ Diploma ■ Broadway campus

Sign Language Studies

ASL and Deaf Studies - Advanced 031

Available to students who have completed the certificate program or by evaluation.

■ 12 weeks ■ Broadway campus

ASL and Deaf Studies (Full-time)

Graduates will reach the Advanced Fluency Level of the ASL Language Proficiency Index: Deaf Culture and Community; Public Speaking; Introduction to Interpreting.

■ 10 months ■ Certificate ■ Broadway campus

ASL and Deaf Studies (Part-time evenings or summer session available)

Preparatory and basic levels offered.

■ Broadway campus

Students with Disabilities

Full-time

Career Awareness

Students explore employment options, increase their level of job readiness, gain practical experience in community work settings and set work-related goals. ■ 9½ months ■ Certificate ■ Downtown campus

Food Services Careers

Provides training and work experience in the food service industry in food preparation.

■ 9½ months ■ Certificate ■ Downtown campus

Retail Food and Supermarket Careers

Specific skills training for employment in grocery and produce departments with work experiences in food stores in the community.

■ 9½ months ■ Certificate ■ Downtown campus

Part-time Community and Career Education Courses

Students develop skills for entry into further education or employment.

Computer Applications

Clerical Skills

Managing Your Money

Reading and Writing for Everyday (Levels 3 and 4)

Technology and Trades

Automotive Collision Repair Technician

Provides training for today's automotive collision repair industry.

- 8 months Certificate Broadway campus
- Apprenticeship training available

Automotive Refinishing Prep Technician

Provides basic skills and entry to apprenticeship including sanding, masking, and refinishing techniques.

- 4 months Certificate Broadway campus
- Apprenticeship training available

Automotive Technician

Training for entry-level automotive service and repair including brakes, engine, transmission and fuel service and repair.

- 12 months Certificate Broadway campus
- Apprenticeship training available

Diesel Technician

Training for commercial transport, heavy duty, marine engineering and diesel engine repair.

- 12 months Certificate Broadway campus
- Apprenticeship training available



Check www.vcc.ca for the latest information on courses, programs and fees.



Drafting/CAD - Architectural

Basic drafting concepts, residential single family and multi family building layout. Concepts are also applied to the design and drafting of commercial building details and layouts. AutoCAD software used.

- 10 months Certificate (or Diploma with another specialty)
- Downtown campus

Drafting/CAD - Architectural Civil and Structural

Basic drafting concepts, residential building design to industrial site development and engineering drawings of complex structures. AutoCAD software used.

- 10 months Certificate (or Diploma with another specialty)
- Downtown campus

Drafting/CAD - Architectural Mechanical

Basic drafting concepts, residential design through to specialization in process flow systems, piping and material handling. AutoCAD software used.

- 10 months Certificate (or Diploma with another specialty)
- Downtown campus

Drafting/CAD - Steel Detailing

Basic drafting concepts, residential design to analysis of structural engineering drawings, stress diagrams, shop fabrication detailing and contract specifications. AutoCAD software used.

- 10 months Certificate (Diploma with another specialty)
- Downtown campus

Electronics - Common Core

Topics include analog and digital electronics fundamentals, personal computer skills and use of test equipment.

■ 8 months ■ Certificate ■ Downtown campus

Electronics Technician - Computer Systems Specialty

Focuses on computer systems, testing, installation, troubleshooting and repair, on-system configuration, optimization and testing. ■ 8 months ■ Diploma ■ Downtown campus

Electronics Technician - Telecommunications Systems Specialty

This leading-edge program focuses on telecom systems (including two-way radio), telephone systems, fibre optics, local-area and wide-area networks, as well as the TCP/IP family of protocols, web server installation using HTML, frame relay and remote access dial-up.

■ 8 months ■ Diploma ■ Downtown campus

Information Technology Specialist/Computer Technology

Practical training in Windows software, networking, data communications/ Internet, computer maintenance, programming and office support.

■ 12 months ■ Certificate ■ Downtown campus



Professional and Continuing Studies

Vancouver Community College's Centre for Professional and Continuing Studies offers flexible class schedules and an extensive range of programs designed to meet your needs. Courses are offered on weekends, evenings, through distance delivery and online. Register online at www.vcc.ca. Certificates, associate certificates and diplomas:

- Accounting and Information Technology
- Building Manager
- Business and Technical Writing
- Business Leadership and Management
- Community Services Interpreting
- Counselling Skills
- Court Interpreting
- Early Childhood Care and Education
- Fashion Arts
- Fashion Merchandising
- Food Services for Health Care
- Gemmology
- Gerontology Nursing



- Health Care Interpreting
- Infant and Toddler Early Childhood Education
- Interior Design
- Leadership
- Leadership Coaching
- Management Skills for Supervisors
- Nursing Management
- Office Administration
- Paralegal
- · PeriAnesthesia Nursing
- Renal Dialysis Technician
- Special Needs Early Childhood Education
- Sterile Supply Technician
- Substance Abuse Counselling Skills
- Teaching English to Speakers of Other Languagues (TESOL)
- International TESOL
- TESOL In-service
- Master of Arts (Applied Linguistics and TESOL) in conjunction with the University of Leicester
- Teaching English as a Foreign Language (TEFL)
- Intensive TEFL for Internationals
- Intensive TEFL for Canadians
- Intensive TEFL for Teaching Young Learners
- Tutoring English to Speakers of Other Languages (ESOL)
- TESOL Program Management

For more information, call 604.443.8484 or see the Professional and Continuing Studies flyer for full course and program details.



Application & Admissions

What are the entrance requirements?

Applicants must be Canadian citizens or permanent residents. Entrance requirements for each program are available in the online VCC calendar at www.vcc.ca. International students have separate entrance requirements. For more information, contact Program Information at 604.443.8443 (Downtown campus) or 604.871.7550 (Broadway campus). Apply early, as some programs have waiting lists or fill several months ahead of the start date.

Apply

online!

How do I apply?

The easiest way to apply to a program is online through the VCC website at www.vcc.ca. If you use this method, it enables you to check the status of your application.

Application forms are also available from the Registrar's Office or the Counselling Resource Centres.

For more information:

COUNSELLING, ADVISING AND INFORMATION SERVICES

Downtown campus: 604.443.8453 Broadway campus: 604.871.7500

ASSESSMENT CENTRE

Broadway campus: 604.871.7093

How much does it cost?

Tuition fees vary with the type of program or course. For more information, please consult the college calendar online at www.vcc.ca.

Tuition fees, Student Association fees and some other costs are payable in advance. An application fee is required for most programs.

Is financial assistance available?

Yes. There are many ways students can get assistance in paying for their programs of study.

For more information, visit the Financial Aid Office located at the campus where your program of interest is being offered. Students requiring financial assistance for registration should apply well in advance.

FINANCIAL AID OFFICE

Broadway campus Tel: 604.871.7046 Downtown campus Tel: 604.443.8420

Services for Students

Daycare

The McGregor Child Care Centre, located on Glen Drive on the Broadway campus, offers daycare to 12 children under three years of age and to 25 children over three years of age. Staffed by Early Childhood Educators, the centre is available for children of students, employees of VCC and members of the community. Call 604.871.7407 or 7408 for information.

First Nations students

VCC, together with First Nation communities, is committed to increasing the success of First Nation learners. For more information on services and application procedures, contact the First Nation academic advisor at 604.871.7059.

Interpreting and Braille services

Deaf, Deaf-Blind, hard of hearing and visually impaired students can access a number of services through the Interpreting and Braille Services department. For more information, phone:

Downtown: 604.443.8583 or TTY 604.443.8594 Broadway: 604.871.7089 or TTY 604.871.7464

Services for students with disabilities

VCC provides assistance to students and prospective students who have disabilities. For more information, please contact the Downtown campus at 604.443.8448 (TTY 604.443.8323) or the Broadway campus at 604.871.7210 (TTY 604.871.7195).

Peer Helper program

Peer Helpers provide services to VCC students including orientation, assistance with registration and applying for financial aid, personal support and accompaniment to government agencies. An advocate who speaks a student's first language is usually available. Please call 604.871.7209.

Vancouver Community College Foundation

The Vancouver Community College Foundation is a charitable organization registered under the Society Act. It was incorporated in 1983 to encourage financial support for students and programs at VCC. To date the Foundation has raised more than \$6 million to provide scholarships, awards and bursaries for students at VCC. In addition, money is raised for major equipment purchases not covered by government funding. The Foundation attracts support from individuals, corporations, foundations and service groups. Their generous contributions help to ensure that VCC students have the opportunity to develop their full potential and reach their educational goals. For more information, call the VCC Foundation at 604.871.7148.





Schools and Centres at Vancouver Community College

VCC's strategic direction has laid out a clear path that sees the college focus its programming, expand opportunities for students and better work with industry. VCC's dedicated Schools and Centres highlight the college's expertise:

- School of Arts, Sciences and Language Studies
- School of Health Sciences
- School of Hospitality and Business
- School of Instructor Education
- School of Music
- Centre for Professional and Continuing Studies
- Centre for Transportation Trades

VCC is building on its highly recognized credentials to develop applied bachelor's degrees, strengthening its long-standing excellence in hospitality management, music, instructor education and dental sciences.

VCC International

Every year thousands of international students from around the world choose to study at Vancouver Community College. Students are attracted to VCC's long tradition of academic and training excellence, as well as Vancouver's great climate, culture and lifestyle.

Vancouver Community College's international student enrolment ranks in the top 10 of colleges across North America. These international students choose VCC because of our reputation for the quality of our programs, our faculty, our supportive staff and our record of service to international students. For more information, call 604.871.7537 or email study@vcc.ca.

Alumni

The college wants to hear from its graduates for a newly established alumni relations program, which helps them stay in touch with the college and each other. VCC's alumni program also recognizes former students for outstanding success and community involvement. Sign up as one of VCC's alumni by calling 604.871.7067 or emailing alumni@vcc.ca.

VCC Information Night

Vancouver Community College hosts two Information Nights each year, usually in October and April. Information Night offers a great opportunity to find out about VCC programs, talk to faculty and enter to win prizes and tuition discounts. Visit our website, www.vcc.ca. for the latest information.



1. Broadway Campus

1155 East Broadway Vancouver, BC V5T 4V5 Great Northern Way East Broadway East 12th Ave

2. Downtown Campus



3. International **Education Centre**

> 1080 Alberni Street Vancouver, BC V6E 1A3

www.VCC.CA



